



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 21st July, 2011 at 9.45 am

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

MEMBERSHIP

Councillors

- J Chapman (Chair) - Weetwood;
- R Charlwood - Moortown;
- G Driver - Middleton Park;
- P Ewens - Hyde Park and Woodhouse;
- B Gettings - Morley North;
- A Khan - Burmantofts and Richmond Hill;
- A Lamb - Wetherby;
- P Latty - Guiseley and Rawdon;
- K Maqsood - Gipton and Harehills;
- M Rafique - Chapel Allerton;
- K Renshaw - Ardsley and Robin Hood;

Co-opted Members (Voting)

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

Co-opted Members (Non-Voting)

- Ms C Foote - Teacher Representative
- Ms C Johnson - Teacher Representative
- Mrs S Hutchinson - Early Years Representative
- Ms T Kayani - Leeds Youth Work Partnership Representative
- Ms A Choudhry - Leeds VOICE Children and Young People Services Forum Representative

Agenda compiled by:
Guy Close
Governance Services
Tel: 24 74356

Principal Scrutiny Advisor:
Kate Arscott
Tel: 24 74189

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</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>RESOLVED – 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>No exempt items or information have been identified on this agenda.</p>	

3

LATE ITEMS

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

DECLARATIONS OF INTEREST

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.

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

MINUTES - 23RD JUNE 2011

1 - 6

To confirm as a correct record, the minutes of the meeting held on 23rd June 2011.

7

CHILDREN'S SERVICES UPDATE

To receive and consider a report from the Director of Children's Services updating the Board on key developments across Children's Services.

(Report to follow)

8

FORMAL RESPONSE TO SCRUTINY RECOMMENDATIONS - SCHOOL BALANCES

7 - 16

To receive and consider a report from the Head of Scrutiny and Member Development presenting the formal response to the Board's recommendations arising from its inquiry on School Balances.

9		<p>RECOMMENDATION TRACKING</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development requesting Members to confirm the status of recommendations from previous inquiries.</p> <p>(Entering the Education System update to follow)</p>	17 - 34
10		<p>DRAFT TERMS OF REFERENCE</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development inviting Members to agree terms of reference for the Board's inquiry into reducing the number of looked after children</p> <p>(Draft terms of reference to follow)</p>	35 - 36
11		<p>WORK PROGRAMME</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>	37 - 62
12		<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting of the Board will be held on Thursday, 8th September 2011 at 9.45 am with a pre meeting for Board Members at 9.15 am.</p>	

Agenda Item 6

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 23RD JUNE, 2011

PRESENT: Councillor J Chapman in the Chair

Councillors R Charlwood, G Driver,
P Ewens, A Khan, A Lamb, P Latty,
K Maqsood, M Rafique and K Renshaw.

CO-OPTED MEMBERS (VOTING):

Professor P H J H Gosden – Church Representative (Church of England)
Ms J Ward – Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING):

Ms C Foote – Teacher Representative
Ms C Johnson – Teacher Representative
Mrs S Hutchinson – Early Years Representative
Ms A Choudhry – Leeds VOICE Children and Young People Services Forum
Representative

1 Chair's Opening Remarks

The Chair welcomed all in attendance to the first Scrutiny Board (Children and Families) meeting of the new municipal year and invited everyone present to introduce themselves.

2 Declarations of Interest

There were no declarations of interest.

3 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillor B Gettings; and Co-opted Members, Mr E A Britten, Ms N Cox and Ms T Kayani.

4 Minutes - 19th May 2011

RESOLVED – That the minutes of the meeting held on 19th May 2011 be approved as a correct record.

5 Appointment of Co-opted Members

The Head of Scrutiny and Member Development submitted a report which sought Members' approval for the appointment of co-opted members to the Scrutiny Board.

RESOLVED –

- (a) That Professor P H J H Gosden (Church Representative - Church of England) and Mr E A Britten (Church Representative - Roman Catholic) be re-appointed as voting co-opted members of the Scrutiny Board for 2011/12
- (b) That the continued appointment of Ms J Ward (Parent Governor Representative - Secondary) and Ms N Cox (Parent Governor Representative - Special), be noted
- (c) That the election process currently taking place for the vacant position of Primary Parent Governor Representative, be noted
- (d) That Ms C Foote and Ms C Johnson (Teacher Representatives), Mrs S Hutchinson (Early Years Representative), Ms T Kayani (Youth Work Partnership Representative) and Ms A Choudhry (Leeds VOICE Children and Young People Services Forum Representative) be appointed as non-voting co-opted members of the Scrutiny Board for 2011/12.

6 Changes to the Council's Constitution in relation to Scrutiny

The Head of Scrutiny and Member Development submitted a report which provided the Board with information on recent amendments to the Council's Constitution, as agreed by Council on 26th May 2011, which directly related to and/or impacted on the work of Scrutiny Boards.

RESOLVED – That the amendments to the Council's Constitution as outlined in the report, be noted.

7 Sources of work and areas of priority for the Scrutiny Board

The Head of Scrutiny and Member Development submitted a report which provided information and guidance on potential sources of work and areas of priority within the Scrutiny Board's terms of reference.

Relevant information was attached to the report to assist Members as follows:

- Terms of reference for the Scrutiny Board (Children and Families)
- An extract of the draft City Priority Plan 2011-15 relevant to the Scrutiny Board's terms of reference
- Minutes of the Executive Board meeting held on 18th May 2011
- An extract from the Forward Plan of Key Decisions for the period 1 July 2011 to 31 October 2011

The Chair welcomed to the meeting, Councillor Blake, Executive Member (Children's Services) and Nigel Richardson, Director of Children's Services:

In brief summary, the key areas of discussion were:

- A focus on 3 'obsessions' in the Children and Young People's Plan which impacted on children's life choices:
 - Reducing the numbers of looked after children
 - Improving attendance

- Increasing the number of young people in education, training and employment.
- The outcomes based accountability approach being adopted
- Establishing effective partnership arrangements to ensure all agencies were working together.
- Concern about the current economic climate and the impact on families, potentially resulting in more looked after children.
- Development of the Common Assessment Framework (CAF) and support for agencies in how to apply them.
- Concerns about fragmentation of services – reports of academies charging LEA schools for specialist provision.

The Scrutiny Board was invited to suggest other potential areas for scrutiny and the following issues were raised:

- Review of admissions policy
- Bullying and the impact on attainment
- Developing a city wide response to changes in school provision.

RESOLVED –That the report and contributions made during the discussion be taken into account when the Board is finalising its work programme and deciding its priorities.

8 Green Paper - Support and aspiration; a new approach to special educational needs and disability

The Head of Scrutiny and Member Development submitted a report which presented the recent government Green Paper on special educational needs and disability and invited the Board to contribute views to the corporate response to this government consultation.

The Chair welcomed to the meeting the following officers to present the report and respond to Members' questions and comments:

- Nigel Richardson, Director of Children's Services
- Barbara Newton, Strategic Leader – Performance, Children's Services
- Andrea Robinson, Children's Services.

In brief summary, the key areas of discussion were:

- Confirmation that Chairs of Governors, head teachers of schools with specialist provision and the voluntary sector had been consulted in developing the council's response to the Green Paper.
- Concern for families with more complex support needs, particularly that the most vulnerable in society will be left behind.
- Concern about proposed funding arrangements impacting on the flexibility of schools to deliver services.
- The need to establish a single point of contact for parents.

- Concern about issues of affordability, particularly if parents were able to supplement their personal budgets.
- Members encouraged Ms Foote to submit her extensive comments as an individual response to the Green Paper

RESOLVED –

(a) That a summary of Members' comments be produced by the Principal Scrutiny Advisor and agreed by email circulation, for submission to Children's Services as a contribution to developing the council's response to the Green Paper.

(b) That a copy of the final response submitted by the council be circulated to Board members for information.

9 Work Schedule

The Head of Scrutiny and Member Development submitted a report which invited Members to consider the Scrutiny Board's work schedule for the forthcoming municipal year.

A draft work schedule was appended to the report for Members' consideration.

Further to earlier discussion, the following key areas were highlighted:

Inquiries set by the Council

- Reducing the numbers of looked after children
- Improving attendance
- Increasing the number of young people in education, training and employment.

The Scrutiny Board agreed to continue the cross-party working group on the review of the Children's Social Care Record System. Councillor Renshaw was added to membership of this group to replace Councillor James Lewis.

Members discussed establishing further working groups throughout the year as and when required. To assist with this process it was agreed to receive an update at the next meeting on key issues within Children's Services.

RESOLVED –

(a) That the report and information appended to the report be noted

(b) That the Principal Scrutiny Adviser produces an updated work schedule to be confirmed at the next Scrutiny Board meeting.

10 Dates and Times of Future Meetings

The Chair reported that the meeting date in December may be subject to change.

Draft minutes to be approved at the meeting
to be held on Thursday, 21st July, 2011

RESOLVED – That the following dates be noted and approved:

- 23 June 2011
- 21 July 2011
- 8 September 2011
- 6 October 2011
- 10 November 2011
- 8 December 2011 (provisional)
- 12 January 2012
- 9 February 2012
- 15 March 2012
- 26 April 2012

All at 9.45am (Pre-Meetings at 9.15am).

(The meeting concluded at 11.53 am.)

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children and Families)

Date: 21 July 2011

Subject: Formal Response to Scrutiny Recommendations – School Balances

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 In April 2011 the Scrutiny Board (Children's Services) published a report arising from its inquiry on school balances.
- 1.2 It is the normal practice to request a formal response to the board's recommendations, once an inquiry report has been issued. The formal response to each recommendation is attached.
- 1.3 Members are asked to consider the responses provided, and to decide whether any further scrutiny involvement is required. Any recommendations where action is outstanding will be included in future quarterly recommendation tracking reports to enable the Board to continue to monitor progress.

2.0 Recommendation

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

Background papers

None

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Report of the Director of Children's Services

Scrutiny Board (Children's Services)

Date: 21st July 2011

Subject: Control of School Balances

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

1.1 This report provides a response by the Director of Children's Services to the Scrutiny Committee report of April 2011 regarding the control of school balances.

2.0 Background

2.1 The Scrutiny Board (Children's Services) received a report on 2008/09 school balances in April 2010. The Board identified the topic as an area for further work in 2010/11. It was agreed that this work would be undertaken by a working group of the Board. Membership was confirmed at the new Board's first meeting in June.

The working group held two meetings, in November and December 2010. The working group's findings, which were endorsed by the full Scrutiny Board, were presented in the report of April 2011.

3.0 Main Issues

The report produced five recommendations. The recommendations are highlighted below together with the response from the Director.

3.1 Recommendation 1

That the Schools Forum and the Member Management Committee give further consideration to including a Scrutiny Board representative on the Schools Forum panel, if this remains appropriate in the light of emerging legislation regarding control of school balances.

This recommendation is accepted and Schools Forum and the Member Management Committee should give consideration to including a Scrutiny Board representative on the Schools Forum panel. However, it is recommended that implementation of this recommendation should await greater certainty about the future of the Panel mechanism to save making an appointment to a body that may not be continuing in its present form.

In the meantime, as Scrutiny Board members are aware, a pragmatic approach has been adopted for this year's Panel, in that the Scrutiny Board nominated an informal observer who attended the Panel meeting in June. This experience will help inform a decision about the appropriateness of a formal appointment once the future of the Panel has become clearer.

Recommendation 2

That the Director of Children's Services ensures that all correspondence with headteachers in relation to school balances is copied automatically to the chair of governors.

This recommendation is accepted and all correspondence with headteachers regarding school balances will be copied to the chair of governors.

Recommendation 3

That the Director of Children's Services provides model questions for governing bodies to use to assist them in scrutinising the school's budget plan, including any contingency or unallocated funding.

This recommendation is accepted The DfE have recently published proposals for the introduction of the Schools Financial Value Standard (replacement of FMSiS), which would require all governing bodies to formally discuss financial management with the head teacher and other senior staff. A series of standard questions has been put together to assist this process. This includes questions relating to budget setting and levels of balances. A copy of the draft standard is attached as an appendix.

Recommendation 4

That the Director of Children's Services provides an annual report to councillors on school balances. This could highlight the key issues to reassure councillors about the prudent management and allocation of school balances, without necessarily naming specific schools.

This recommendation is accepted An annual report is prepared for the Leeds Schools Forum of all school balances, highlighting schools with balances above the thresholds. It is proposed that this report is circulated to Cllrs together with a summary of responses from schools as to the reasons for retaining balances.

Recommendation 5

That the Director of Children's Services monitors the extended services and partnership balances held by schools to ensure value for money from council funding of these activities.

This recommendation is accepted. Balances on extended services are included on the annual schools outturn report. Monitoring of extended services activity is

undertaken by the Extended Services Team in Children's Services

4.0 Future Direction of Travel

The DfE has published revised guidance regarding the power of Local Authorities to recover surplus balances from schools. There is no longer a requirement to have a balance control mechanism. The revised guidance for Local Authorities is as follows: *“The scheme may contain a mechanism to clawback excess surplus balances. Any mechanism should have regard to the principle that schools should be moving towards greater autonomy, should not be constrained from making early efficiencies to support their medium-term budgeting in a tighter financial climate, and should not be burdened by bureaucracy. The mechanism should, therefore, be focused on only those schools which have built up significant excessive uncommitted balances and/or where some level of redistribution would support improved provision across a local area.”*

Additionally, Academies are outside of the control of Local Authorities and the Authority has no ability to question balances held by them.

5.0 Conclusion

The Scrutiny Committee is requested to note the response of the Director to its recommendations, listed in section 3.1 above.

6.0 Background Papers

6.1 Scrutiny Report – Inquiry into School Balances April 2011

Schools manage many billions of pounds in public money, and it is very important that this management is done well, in order both to safeguard public funds, and to get the best value from them. Formal responsibility within schools lies with governing bodies, and this standard is in the first place aimed at governors. It takes the form of a series of questions which school governing bodies should formally discuss with their head teacher and other senior staff. We recommend that this is done annually. The first run through should be before September 2012; and in the case of schools which had not attained the Financial Management Standard in Schools (FMSiS) must be before the end of March 2012.

There is no prescription of the level of evidence or assurance that the governing body should require: the important thing is that they should be in a position to feel confident about their answers. The DfE website includes advice and tools for governing bodies in relation to each question, which they can use if they wish to. The advice and tools provide clarification of what the question implies, examples of good practice, and access to materials which will assist action on that issue where it is necessary.

The governing body may wish to delegate the consideration of the questions to a Finance Committee or similar; but the chair of governors must sign the completed form. There should be at least a minuted report to the full governing body.

Each question requires an answer of Yes, In Part, or No. Where the answer is In Part or No, the column for comments, evidence and proposed actions should be used to enter a very brief summary of the position and proposed remedial action. Where the answer is Yes, the column should be used to indicate the main evidence on which the governing body based its conclusions. At the foot of the list of questions is a section which requires a summary of remedial actions and the timetable for reporting back.

The standard will not be formally assessed like FMSiS. However, a copy of each signed record must be sent to the local authority's finance department, where it will be used to inform the programme of financial assessment and audit. Local authority and other auditors will have access to it, and when they conduct an audit will be able to check whether the self-assessment is in line with their own judgement. They should make the governing body and the local authority aware of any discrepancies in judgement.

The questions which form the standard are divided into five sections.

<p>LIST OF QUESTIONS A: The Governing Body</p>	<p>ANSWER (Yes/In Part/No)</p>	<p>COMMENTS, EVIDENCE AND PROPOSED ACTIONS</p>
<p>1. In the view of the Governing Body itself and of senior staff, does the Governing Body have adequate financial competence among its members to fulfil its role of challenge and support in the field of budget management?</p> <p>2. Does the Governing Body have a Finance Committee (or equivalent) with clear terms of reference and a knowledgeable and experienced chair?</p> <p>3. Is there a clear definition of the relative responsibilities of the Governing Body and of the school staff in the financial field?</p> <p>4. Does the Governing Body receive adequate monitoring reports of the school’s budget position on at least a termly basis?</p> <p>5. Are business interests of Governing Body members (and senior staff) properly registered and taken into account so as to avoid conflicts of interest?</p>		
<p>B: The School Staff</p> <p>6. Does the staff include people who between them supply the school with an adequate level of financial competence?</p> <p>7. Does the school have adequate arrangements to cope with the absence of specialist finance staff, eg on sick leave?</p> <p>8. Does the school have policies and mechanisms for deploying the staff of the school to best effect in view of their talents and competencies and the needs of the school?</p> <p>9. Does the school review its staffing structure regularly?</p>		
<p>C: Setting the Budget</p> <p>10. Is there a clear and demonstrable link between the school’s budgeting and its plan for raising standards and attainment?</p> <p>11. Does the school make a forward projection of budget, including both revenue and capital funds, for at least three years, using the best available information?</p> <p>12. Does the school set a well-informed and balanced budget each year (with an agreed and timed plan for eliminating any deficit)?</p> <p>13. Is end year outturn in line with budget projections, or if not, is the Governing Body alerted to significant variations in a</p>		

timely manner, and do they result from genuinely unforeseeable circumstances?

D: Value for Money

14. Does the school regularly benchmark its expenditure against that of similar schools and investigate further where any category of spend appears to be high?

15. Does the school have procedures for purchasing goods and services that both meet legal requirements and secure value for money?

16. Are balances at a reasonable level and does the school have a clear plan for using the money it plans to hold in balances at the end of each year?

17. Does the school maintain its premises and other assets to an adequate standard to avoid future urgent need for replacement?

18. Does the school consider collaboration with others, eg on sharing staff or joint purchasing, where that would improve value for money?

19. Can the school give examples of where it has improved the use of resources during the past year?

E: Protecting Public Money

20. Is the Governing Body sure that there are no outstanding matters from audit reports or from previous consideration of weaknesses by the Governing Body?

21. Are there adequate arrangements in place to guard against fraud by staff, contractors and suppliers (please note any instance of fraud detected in the last 12 months)?

22. Are all staff aware of the school's whistleblowing policy and to whom they should report concerns?

23. Does the school have an accounting system that is adequate and properly run and delivers accurate reports, including the annual Consistent Financial Reporting return?

24. Does the school have adequate arrangements for audit of voluntary funds?

25. Does the school have an appropriate business continuity or disaster recovery plan, including an up-to-date asset register and adequate insurance?

OUTCOME OF SELF-ASSESSMENT

F: Summary of agreed remedial action and timetable for reporting back:

[signed]

Chair of Governors

Date:

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children and Families)

Date: 21 July 2011

Subject: Recommendation Tracking

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 Each Scrutiny Board receives a quarterly report on any recommendations from previous inquiries which have not yet been completed.
- 1.2 This allows the board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The board will then be able to take further action as appropriate.
- 1.3 A standard set of criteria has been produced, to enable the board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 1.4 For each outstanding recommendation, a progress update is provided. In some cases there will be several updates, as the board has monitored progress over a period of time.
- 1.5 To assist members, the Principal Scrutiny Adviser has given a draft status for each recommendation. The board is asked to confirm whether these assessments are appropriate, and to change them where they are not.
- 1.6 In particular, members should note that some recommendations may have a draft status of 4 or 5. For these recommendations, the Principal Scrutiny Adviser suggests that progress has been made. However, the decision as to whether this progress is acceptable is a judgement for board members to make.

1.7 In deciding whether to undertake any further work, members will need to consider the balance of the board's work programme.

2.0 Next Steps

2.1 The next cycle of quarterly recommendation tracking reports will be presented to Scrutiny Boards in October 2011, enabling the Board to judge progress against outstanding recommendations.

3.0 Recommendations

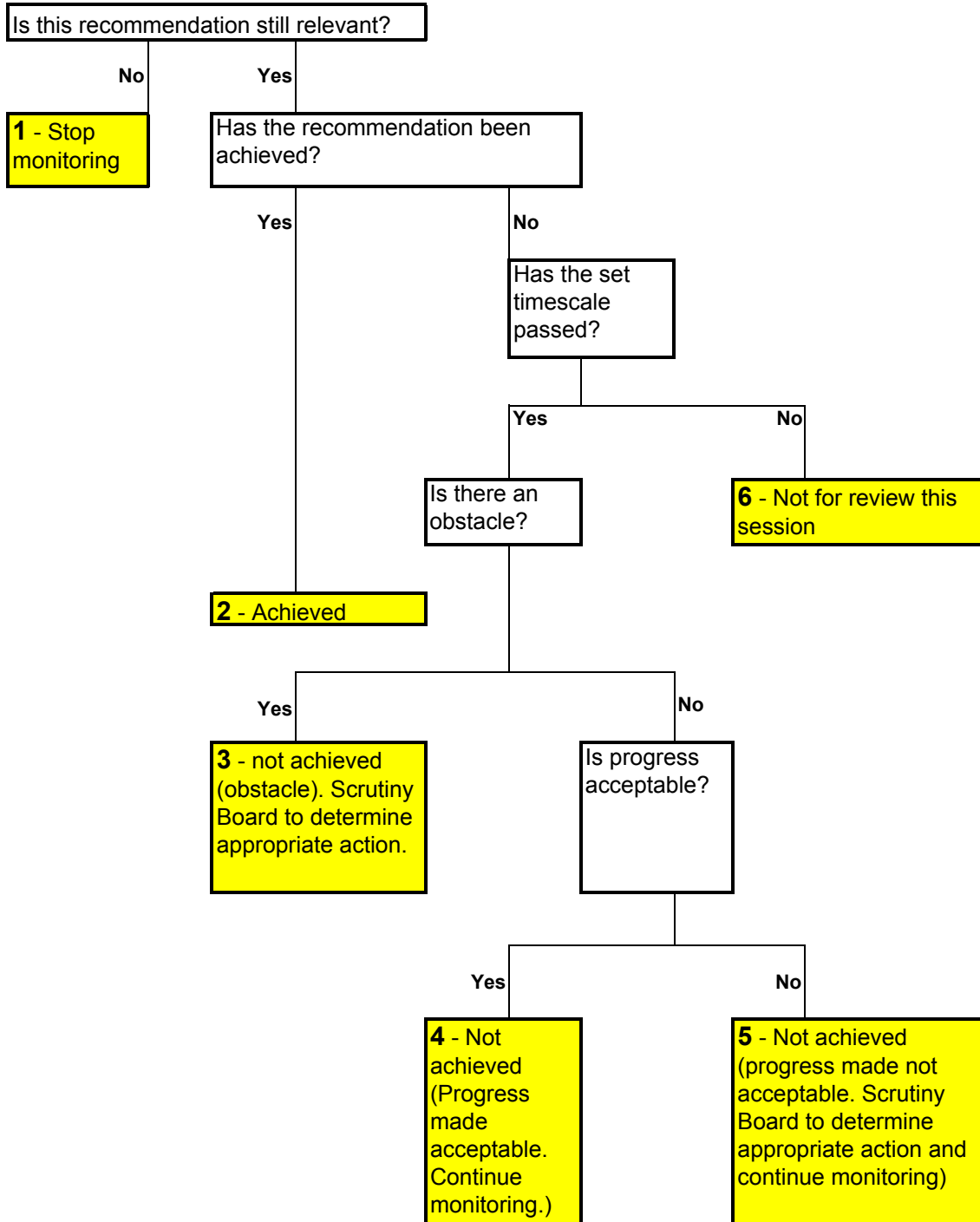
3.1 Members are asked to:

- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the board wishes to take as a result.

Background Papers

- Recommendation Tracking - Report to Overview and Scrutiny Committee – 4 December 2006

Recommendation tracking flowchart and classifications:
Questions to be Considered by Scrutiny Boards



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	Recommendation	Stage	Complete
8	<p>Also, that the Director of Children’s Services and the Chief Executive of Education Leeds carry out a review of the funding for children with Special Educational Needs within Early Years, within the next three months, with a particular focus on ensuring that children are offered the same level of high quality support, regardless of the type of setting which they attend.</p>		
	<p><u>July 2011 update</u></p> <p>Update to follow</p> <p><i><u>Director’s Response (Approved by Executive Board August 2009)</u></i> <i>The Director of Children’s Services agrees with this recommendation.</i> <i>A review is being undertaken around funding for young children with disabilities across all sectors to ensure inclusion and access- this will report to the Sure Start partnership in September 2009. There is a planned programme for all Children’s Centres to undertake Early Support training by April next year- this is a national programme to facilitate parental engagement as central to all planning for their disabled child.</i></p> <p><i><u>December 2009 update</u></i> <i>Earlier this year the Private Child-care Providers network and the Early Years Reference Group which oversees the implementation of flexible free entitlement for nursery education and the implementation of an equitable funding system for free entitlement in school and Private Voluntary and Independent Sector (PVI) nurseries, requested that a small group should look into the cost of inclusion in PVI providers. The aim of this piece of work was to develop a formula for the cost of inclusion in PVI settings and to make recommendations around the affordability for such provision in the current economic climate. The ultimate aim was to reduce barriers to inclusion in the PVI sector and ensure that this provision was sustainable.</i></p> <p><i>The work was undertaken by a small group of volunteers from the PVI sector and supported by early years business support. The findings of this group have been compiled into a draft report 'the cost of inclusion in PVI settings'. This report will be ready for consultation in the new year and the results of the consultation will be incorporated into the report.</i></p>		

The outline recommendations are as follows

- a) Consultation on the following recommendations should take place
 - i) A single equitable funding system should be implemented across PVI and Maintained sector settings
 - ii) The amount of funding for each type of setting should be the same per unit
 - iii) The funding delivery system should be equitable
 - iv) Further investigations should be undertaken to ascertain if we are able to pay this funding to the PVI sector through the free entitlement system which would reduce the resources needed to administer the system and if this would be acceptable to PVI settings
- b) After consultation and recommendations from this are incorporated into the report, implementation should be undertaken at the earliest possible opportunity
- c) Further investigation needs to be undertaken on funding methods for those above the age of 5

March 2010 update

Extensive work is now being undertaken on a single funding formula for inclusion. Extensive consultation with all providers will commence in April 2010 with the intention of implementation of April 2011 of a new funding formula equitable across all sectors including schools.

September 2010 Update

Work is being undertaken as part of the Children's services Transformation Programme around the formation of an Integrated service for Children with Disabilities. It has been agreed to postpone the implementation of a Single Funding Formula for Inclusion until further progress has been made on this. In this financial year all children regardless of the setting they attend have been funded in the same way (EYFFI) although not at the same level. All plans are in place to implement a single funding formula when the time is right.

Reduction of children at risk of language delay: Data from the Every Child a Talker programme in Leeds shows an average reduction of 21% (137) of children at risk of language delay since the programme began in September 2009. Approximately 653 children (aged 2-4, accessing early years provision in childminding, school, children centre or pre-school settings) have benefited from the targeted programme led by an Early Language Consultant in partnership between the Early Years Service and Speech and Language Therapy service. 85% (555) of children in the programme are now working at or above the expected level of development, building a firm foundation for language development when starting Reception class.

December 2010 Update

The funding solutions for disabled children remain under discussion. No further progress can be made on this until the plans for an integrated disabled children's service are further developed. Progress will be reviewed through the transformation programme in children's services.

	Recommendation	Stage	Complete
1	<p>That the Executive Board includes an increased resource for children's social care staffing in the budget proposals to be put forward to Council in February 2010.</p> <p>Also that the costings provided to us by the Chief Officer for Children and Young People's Social Care for a caseload of 20 cases are used as a minimum starting point for working towards a children's social work service with sufficient staff to ensure a reasonable caseload, and promoting quality outcomes for the children and families of Leeds.</p>	<p>4 (not achieved) Progress made acceptable. Continue monitoring</p>	
	<p><u>July 2011 update</u></p> <p>The challenge around fully addressing this recommendation and specifically the 'target' caseload suggested of 20 cases continues to be the trend of a growing number of referrals to social care. As outlined in previous responses to this recommendation, good progress on social worker recruitment, training and service development has been made, which is reflected in greater confidence and better practice in the way that referrals are handled. However, to address caseload numbers over the longer term we need to work across services to reduce the number of referrals to social care. This makes the delivery of the ongoing structural work to create a more integrated children's service and provide more effective early intervention critical.</p> <p><i><u>Director's Response (Approved by Executive Board February 2010)</u></i></p> <p><i>Children's Services recognize and value the depth of the Scrutiny Inquiry into Safeguarding and appreciate the timeliness of this interim report and its recommendation. The Interim Director of Children's Services is happy to support the first part of the Board's recommendation. The need for additional resource has been highlighted through analysis carried out with Children and Young People's Social Care during 2009/10. Resource levels are also a key theme in the report on the announced inspection of safeguarding and looked after children's services, published on 7th January 2010. The Council is committed to responding effectively to the findings of that report. A separate report about the announced inspection is also on the February Executive Board agenda.</i></p> <p><i>Before the announced inspection, as Scrutiny Board's interim report recognises, work had already started to help reduce caseloads. In October 2009, for example, it was agreed that capacity should be increase through 25 new Advanced Practitioner posts. Eight of these have been recruited and will be starting work in these posts in February. The second wave of recruitment has now commenced.</i></p> <p><i>In view of the Scrutiny Board's recommendation, Executive Board is asked to note the report also on its February agenda, which sets out the Council's proposed revenue budget for 2010/11. In broad terms, the scrutiny recommendation is already taken account of within the proposed budget, which incorporates a £6.2 million increase for Children and Young People's Social Care.</i></p>		

What this proposed increase does not do is direct the full amount suggested in the Scrutiny Board's interim report for the immediate recruitment of the additional social worker numbers suggested (and the administrative and managerial staff needed to support these extra numbers). This would be an unrealistic ambition given the limitations of the support of qualified social workers currently available. Instead, the 2010/11 budget proposals include a two-year approach to increasing social work capacity. Year one builds-in additional funding for the 25 advanced practitioners, alongside a re-designation of other funding into additional frontline social work posts. Year two (2011/12) will allow for further new posts to be built into the social worker establishment. The two-year approach is pragmatic, with a strong focus in year one on remodeling the existing workforce to undertake more support functions and release social worker capacity. Importantly, this increased capacity is part of a wider approach to improving the quality of practice at the front line and the quality of service as a whole.

It is suggested therefore that Executive Board endorses the recommendation of the Scrutiny Board but rather than proposing the immediate recruitment of the number of additional social workers and support staff suggested in the scrutiny's report, agreed a more pragmatic approach, combining the remodeling of existing services along with phased recruitment of additional frontline staff. This is considered a better way to achieve the improved quality and reduced case loads being sought. Over the next two years this approach can significantly improve our support for vulnerable children and young people in Leeds.

If approved, Children's Services will welcome the opportunity to report progress on this approach to the Scrutiny Board. In addition, the progress and the impact of this work will be closely monitored by the newly established Improvement Board, ensuring it is continually and effectively reviewed. Executive Board will be kept up-to-date through the monitoring reports on the Children's Services Improvement Plan.

September 2010 update

In February 2010, both the Executive Board and Full Council approved a budget for 2010/11 that includes significant additional investment in Children and Young People's Social Care. A proportion of that investment has been used for the recruitment of additional social workers. Since February the number of Advanced Practitioners in post has risen to 12, another round of recruitment to these posts is underway. A number of temporary additional Team managers have also been appointed. Furthermore, over the summer 35 new social workers have also been recruited. A further round of recruitment for social workers is also about to be launched.

These new social workers, when combined with the agency staff who have been retained, have helped to increase capacity, which has in turn had a positive impact on caseloads. At present the average caseload is approximately 22 per social worker. However, it is important to recognise that given that many of the recently appointed social workers are newly qualified, workloads are being managed to reflect their experience.

We would anticipate a continuing positive impact on caseloads through:

- Ongoing recruitment drives – a budget is in place to enable continuing recruitment of social workers. Though this must be considered in the context of the national shortage of social workers and the competition this creates.*
- The service re-design work that is a key part of the transformation programme in children's services. The re-design work is informed by the intention to reduce case loads in child protection work to 20. More details about this can be provided on request.*

December 2010 update

Leeds now has 14 Advanced Practitioners in post and a further five people have been recommended for the post, subject to the necessary HR processes and checks.

At the start of December the latest round of interviews for social workers was due to commence. The latest round of recruitment saw a significant level of interest. We hope to be able to update the Board further at their December meeting.

Work to address case loads is continuing. The latest analysis (carried out in November) showed case loads for social workers in Child Protection Teams down to an average of 21.6 per social worker. Although case load levels continue to be managed to reflect the experience of different social workers. The service re-design work to reorganise teams locally is progressing. A draft structure has been developed and is currently subject to approval as part of the wider transformation programme in children's services. As stated previously, this model has been informed by the intention to reduce the average case load for social workers in child protection teams to 20.

March 2011 update

The unannounced inspection of contact and referral arrangements in January 2011 found that 'Social work staff have manageable caseloads, regular supervision and access to appropriate training'. This is a positive reflection on the recruitment and wider work that has been done to address case load issues.

However, this remains an area that requires careful management and monitoring, particularly given increases in the number of referrals to CYP Social Care. The service re-design work that will change the way teams are organised is moving forward as part of the wider transformation programme and it is anticipated that this will be fully implemented by September 2011. In order to be fully effective this will need to run alongside wider efforts to develop our early intervention work, which is a key feature of the transformation programme.

	Recommendation	Stage	Complete
2	<p>That the Chief Executive of Education Leeds ensures that parents, schools and governors continue to be reminded that term time holidays are discouraged.</p>	2 (Achieved)	✓
	<p><u>July 2011 update</u></p> <p>A copy of the revised Extended Leave guidance has been sent to a wide range of partners including chairs of governing bodies, headteachers, elected members and so on. From the limited responses it is clear that some schools wish to agree their own policy and wish to take an even more strict view of requests and do not wish to authorise any extended leave or holidays during term time. This remains the final decision of any school's governing body – the legislation makes provision for schools to permit periods of leave but this is ultimately at the discretion of the headteacher and his or her governing body.</p> <p>The responses show that other schools will find it helpful to make reference to this document when they receive requests for periods of extended leave.</p> <p>Minor grammatical errors will be completed and the guidance will now be published.</p> <p>The use of Penalty Notices for instances where it is appropriate continues as part of the city's on-going strategy to reduce the number of schools days lost due to parents requesting holidays during term time. This remains a challenge when "Butlins" holiday resorts recently advertised holidays where parents stayed for free if the holiday was taken mid-week for at least 3 nights. Leeds is planning to make a formal response to the chief exec of "Butlins", as are other regional neighbours.</p> <p><i>Director's Response (Approved by Executive Board June 2010)</i></p> <p><i>Following the lead taken by the North West area which reduced the overall number of days lost to holidays, more clusters and families of schools are adopting consistent holiday in term time policies across primary and high schools.</i></p> <p><i>The Attendance Strategy Team support schools by using penalty notices in instances of excessive, unauthorised holidays in term time.</i></p> <p><i>Analysis on the impact of holidays in term time is shared with schools and area partnerships.</i></p> <p><i>The policy on extended leave is being reviewed and updated. Once this has been completed, information will be sent out to all schools and key partners reminding them of the importance of regular school attendance and the impact holidays in school time has on learning.</i></p> <p><i>The Attendance Strategy Team utilises a variety of media to communicate with schools, parents and governing bodies e.g. press, radio, campaigns, newsletter, bulletin etc.</i></p>		

September 2010 update

A working group has been set up to review the current policy on Extended Leave which includes primary heads, Attendance Strategy, elected members and community representatives with plans for a consultative process which includes the voice of parents and families.

This revised policy also clarifies and reaffirms to schools the guidance from the DfE that holidays in term time are not a parental right and are authorised at the school's discretion, in line with policies that must be communicated regularly to parents. Those policies are increasingly being adhered to by clusters and families of schools to deliver consistent responses to schools in their localities for example the North West area policy as the first example of schools working collaboratively to agree a single approach to holiday requests.

December 2010 update

More and more clusters across the city are adopting consistent approaches to holidays in term time. The positive impact of this is being seen in the data – in 2009/10 primary school children attended an extra 9,000 days compared to 2008/09 because fewer parents removed their children from school during term time. In the secondary phase, the impact was an extra 6,500 days of school attendance.

When the socio-economic background of pupils who do take holidays in term-time was examined, there were not significant differences in the secondary phase. However, there is a small difference in the primary phase where parents who are defined as “comfortably off” take more holidays in term time than other categories i.e. wealthy achievers, hard-pressed etc. There is also a significant difference in parental attitudes to holidays across phases – almost twice as many parents take their primary age children on holiday than secondary.

An initial draft of the Extended Leave guidance has been circulated to the members of the working group and to key partners for comments and amendment. The guidance will be circulated to an appropriate consultative audience before the end of January to enable contribution of key community representatives.

March 2011 update

Good practice from two primary schools in the city who have seen significant decreases in requests for Extended Leave has been incorporated into the guidance which is now under consultation/comment.

	Recommendation	Stage	Complete
2	<p>That the Director of Children’s Services and the Chief Executive of Education Leeds explore children and young people’s participation in activities and identify barriers to participation in more depth, either by including questions in the next Every Child Matters survey or by developing a separate survey using the Be Heard survey tool.</p>	<p>4 (not achieved) Progress made acceptable. Continue monitoring</p>	
	<p><u>July 2011 update</u></p> <p>It has been decided that a non-user survey would be the most appropriate method. Cluster Managers are interested in undertaking the survey with schools in their local areas, as this information will be very useful to them. It is also hoped to capture the 16-19 age group through Breeze and the local colleges. However the progress of this work continues to be affected by limited capacity.</p> <p><i><u>Director’s Response</u></i> It is agreed that understanding barriers to participation is an important area of work. Officers will explore the most appropriate way to gather young people’s views on this. This may involve using the Every Child Matters survey, or the Be Heard survey tool, but it may also be that another approach is considered more likely to gather a wider range of opinions from those young people who do not currently participate.</p> <p>The new Children’s Trust Board are also investigating opportunities to widen participation and will be working with young people to explore suitable opportunities.</p> <p><i><u>January 2011 update</u></i></p> <p>We continue to recognise the importance of understanding barriers to participation. The Every Child Matters survey steering group have considered the scrutiny recommendation, however it is not felt that using the ECM survey would be the best way to build a more detailed understanding around this issue. Officers from different areas of participation work are currently working together to identify the best way to carry an effective piece of research with non-service users. The progress of this is however subject to other areas of work and limited capacity.</p>	<p>Suggest monitor again in 6 months</p>	

	Recommendation	Stage	Complete
3	<p>That the Director of Children’s Services ensures that the local analysis of findings from surveys such as the Every Child Matters survey and the Youth Service user survey is routinely made available at a local level to Area Committees and Clusters to inform their planning of future activity.</p>	<p>2 (Achieved)</p>	<p>✓</p>
	<p><u>July 2011 update</u></p> <p>We intend to carry out the youth service user survey/consultation in October 2011. With regards to the findings from the consultation, we intend to action as outline in recommendation 3 and ensure that the information is made available and accessible to Area Committees and Clusters as outlined.</p> <p><u>Director’s Response</u> <i>We will work towards providing future survey information to both clusters and Area Committees in a routine way. Cluster Managers will be able to access data from the 2010 Every Child Matters Survey later this year. For 2010 it will be possible to break this down to wedge level and in future we will aim to localise this further. A process is already in place for reporting key children’s services performance information to Area Committees on a half-yearly basis. In future we will work to incorporate key survey outcomes into this where appropriate.</i></p> <p><u>December 2010 update</u></p> <p><i>There have been no significant further developments relating to this recommendation at this stage. A new system is now in place that enables a breakdown of Every Child Matters survey data to cluster level, however as we are still in the early stages of collecting this data it will be some time before a full picture by cluster can be shared. The latest Youth Services User Survey is currently being developed with input from a group of young people.</i></p> <p><i>We will share the details of these surveys with Area Committees and clusters as appropriate at a timely point in the future.</i></p>		

	Recommendation	Stage	Complete
1	<p>That the Director of Children’s Services considers extending the role of the Business Support Adviser (BSA) to include Herd Farm and possibly also Lineham Farm, and reports back to us in 3 months.</p> <p><u>July 2011 update</u></p> <p>David Ball, BSA has been meeting with Denise Ragan, Youth Work manager at Herd Farm and Victoria Fuggles, Senior Youth Officer on a regular basis. The main focus of their joint work has been to explore the potential options for future governance and establish a clear plan to move forward on this agenda (see update under recommendation 3). Other work led by the BSA has included identifying external funding opportunities and establishing contact with local colleges, specifically the Leeds College of Building. This new relationship has enabled Herd Farm to progress an exciting project that provides young people with the opportunity to gain new, accredited skills by building a “bungalow” on the Herd Farm site. David has also made contact with Leeds University and Leeds Met regarding possible student placements, Denise has picked up these links and further discussions are due to take place in the near future.</p> <p><i>Director’s Response April 2011</i> <i>A business support adviser has been allocated to Herd Farm. They will work with the centre manager and locality senior youth officer to increase efficiency and consider further marketing and income opportunities. We will report back to scrutiny on plans in 3 months.</i></p>	<p>2 (Achieved)</p>	<p>✓</p>
2	<p>That the Director of Children’s Services explores the scope for children’s social care to make more effective use of Silverdale Holiday Camp, and reports back to us in 3 months.</p> <p><u>July 2011 update</u></p> <p>A meeting has now been scheduled in the Head of Service’s diary. We will report back after the meeting has taken place.</p> <p><i>Director’s Response April 2011</i> <i>The Chief Officer for CYPSC and the Head of Service for Looked after Children will meet with representatives from Silverdale and consider how best to use the holiday opportunities provided by the outdoor centre in Morecambe. We will report back on best use in 3 months.</i></p>	<p>4 (not achieved) Progress made acceptable. Continue monitoring</p>	

	Recommendation	Stage	Complete
3	<p>That the Director of Children’s Services considers future governance options for Herd Farm’s long term sustainability, including the establishment of a ‘Friends’ organisation or exploring a Trust option and reports back to us in 3 months on any avenues to be pursued in more depth.</p>	<p>2 (Achieved)</p>	<p>✓</p>
	<p><u>July 2011 update</u></p> <p>A basic analysis has been carried out regarding the viability of establishing Trust Status for Herd Farm. Although there are potential gains from this, it is apparent that it is a lengthy process and would require a team in place to move the concept forward. The setting up of a “Friends of Herd Farm” would have been an excellent starting point for this; however, the initial response from potential partners/members was not promising. The BSA contacted a number of local organisations and businesses and invited them to join a “Friends of Herd Farm” The focus of this group was to be predominantly fund-raising activity and identifying external sources of funding. Unfortunately, there was a poor response and no one expressed an interest in participating.</p> <p>The key advantage of Herd Farm gaining Trust status would be the increased potential to attract external finance in terms of commercial sponsorship, legacies and donations. However, given the near vicinity and almost identical core business to Lineham Farm, by pursuing this option, we would be instigating direct competition for securing funding from both the private sector and charitable bodies between the two provisions, and therefore possibility put both Farms at significant financial risk.</p> <p>To establish an effective Trust relies on the ability to recruit suitable individuals that have both the necessary skills/expertise as well as commitment, to take on the role, responsibilities and liabilities of a trustee. The disappointing response we had regarding the “Friends of” group clearly suggests that this is likely to be a challenging task in itself.</p> <p>Taking these issues into account we feel that it is not the right time to pursue the suggested option of gaining Trust status for Herd Farm. Instead, we intend to establish a Herd Farm Steering Group. The membership of which will consist of key stakeholders. We are confident that this option will provide many of the benefits that Trust status would bring without the associated risks. Some of which are outlined below;</p> <ul style="list-style-type: none"> • Greater influence of stakeholders regarding the governance and development of the centre • Increased levels of partnership working, which will inevitably support the Centre to run more efficiently 		

- Enable us to access a wider number of funding streams as membership will come from both the private and voluntary sector who could apply for funding on the Centre's behalf
- Wider skills, expertise and knowledge base coming from representatives of other organisations outside of the Local authority
- Increased accountability

We envisage that as the steering group matures, a "Friends of..." fund raising sub group could be established as well as a young people's steering group. This steering group could evolve over time into an independent trust.

The initial presentation evening for the Herd Farm Steering group has been planned for the evening of Tuesday 13th September. Invitees for the event include all current stakeholders e.g. Eversheds, HSBC, Business in the Community, a number of clusters and individual schools/academies, Vine project, Leeds Ahead and officers from other Children Services departments. Many of the potential members of the steering group have already expressed their commitment to participate.

Director's Response April 2011

Our initial reaction is that the establishment of "Friends of Herd Farm" is more feasible than the creation of a Trust. An options appraisal will be carried out. We would want to build in the role of young people into any new governance arrangements. The support of the Business Support Adviser links to this recommendation too.

	Recommendation	Stage	Complete
7	<p>That the DCS and the Trustees of Lineham Farm explore opportunities for greater co-cooperation between Herd Farm and Lineham Farm with the aim of securing the long term sustainability of both centres in the current economic climate.</p> <p>That the DCS and Lineham Farm Trustees be asked to confirm their commitment to this recommendation and that the DCS reports back to us regularly on progress</p>	2 (Achieved)	✓
	<p><u>July 2011 update</u></p> <p>Staff at Herd Farm have provided operational support and guidance to staff from Lineham Farm with regard to:-</p> <ul style="list-style-type: none"> • Leeds City Council procurement policies and processes. • Exchanging details of current suppliers of goods and services to ensure best value. • Support in establishing local procedures and recording systems for the raising of income. <p><i><u>Director's Response April 2011</u></i> A working party supporting the aspirations of Lineham Farm is already in existence. Senior Officers from Children's Services are working with the trustees and closer links with Herd Farm remain on the agenda.</p>		

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Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children and Families)

Date: 21 July 2011

Subject: Draft Terms of Reference

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 This year the Scrutiny Board's terms of reference identify three pieces of work for the Board to undertake related to the three obsessions in the Children and Young People's Plan.
- 1.2 At the board's meeting in June, members agreed that their first major piece of work this year would be an inquiry focused on the first of these areas - reducing the number of looked after children.
- 1.3 Draft terms of reference for the inquiry will be circulated before the meeting.

2.0 Views of the director and executive member

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

3.0 Recommendation

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

Background papers

None

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Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children and Families)

Date: 21 July 2011

Subject: Work Programme

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 A copy of the board's work programme is attached for members' consideration (appendix 1). The attached chart reflects the discussions at the board's June meeting.
- 1.2 The minutes of the June meeting of Executive Board (appendix 2) and the current Forward Plan of Key Decisions (appendix 3) will give members an overview of current activity within the board's portfolio area.
- 1.3 Also attached for information (appendix 4) is a copy of the comments on the Green Paper 'Support and aspiration: a new approach to special educational needs and disability' that were submitted by the Board to Children's Services for incorporation into the corporate response following discussion at the June meeting of the Board.

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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Draft Scrutiny Board (Children and Families) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	June	July	August
reducing the numbers of looked after children	Consider potential scope of review SB 23/06/11 @ 9.45am	Agree scope of review SB 21/07/11@ 9.45am	
improving attendance	Consider potential scope of review SB 23/06/11 @ 9.45am		
increasing the number of young people in employment, education and training	Consider potential scope of review SB 23/06/11 @ 9.45am		
Children's Social Care System Review	Consider potential areas of review		WG – date to be confirmed
Board initiated piece of Scrutiny work (if applicable)	Consider potential areas of review		
Recommendation Tracking		Formal response to the Scrutiny Inquiry into School Balances Quarterly recommendation tracking report SB 21/07/11 @ 9.45am	
Performance Monitoring			

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Draft Scrutiny Board (Children and Families) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	September	October	November
reducing the numbers of looked after children	Evidence gathering SB 8/09/11 @9.45am	Evidence gathering SB 6/10/11 @9.45am	
improving attendance	Agree scope of review SB 8/09/11 @9.45am		Evidence gathering SB 10/11/11 @9.45am
increasing the number of young people in employment, education and training			
Children's Social Care System Review			
Board initiated piece of Scrutiny work (if applicable)			
Recommendation Tracking		Quarterly recommendation tracking report SB 6/10/11 @ 9.45am	
Performance Monitoring		Quarter 1 performance report SB 6/10/11 @ 9.45am	

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Draft Scrutiny Board (Children and Families) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	December	January	February
reducing the numbers of looked after children			
improving attendance	Evidence gathering SB 8/12/11 @9.45am		
increasing the number of young people in employment, education and training		Evidence gathering (TBC)	Evidence gathering (TBC)
Children's Social Care System Review			
Board initiated piece of Scrutiny work (if applicable)			
Recommendation Tracking		Quarterly recommendation tracking report SB 12/01/12 @ 9.45am	
Performance Monitoring		Quarter 2 performance report SB 12/01/12 @ 9.45am	

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Draft Scrutiny Board (Children and Families) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	March	April	May
reducing the numbers of looked after children			
improving attendance			
increasing the number of young people in employment, education and training			
Children's Social Care System Review			
Board initiated piece of Scrutiny work (if applicable)			
Recommendation Tracking	Quarterly recommendation tracking report SB 13/03/11 @ 9.45am		
Performance Monitoring	Quarter 3 performance report SB 15/03/12 @9.45 am		

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EXECUTIVE BOARD

WEDNESDAY, 22ND JUNE, 2011

PRESENT: Councillor K Wakefield in the Chair

Councillors J Blake, A Carter, M Dobson,
R Finnigan, S Golton, P Gruen, R Lewis,
A Ogilvie and L Yeadon

1 **Exempt Information - Possible Exclusion of the Press and Public**

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

- (a) Appendices 1 – 5 to the report referred to in Minute No. 5, under the terms of Access to Information Procedure Rule 10.4(5) and on the grounds that the appendices detail legal advice and related correspondence. As there is potential for legal action to be initiated by any of the interested parties, in that context, the public interest in allowing access to the specific legal advice to and analysis of the present position by Council officers, is outweighed by the need for the Council to be able to respond appropriately to any potential future legal challenge. Therefore, the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (b) The appendix to the report referred to in Minute No. 24, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the fact that it contains information and financial details which, if disclosed would adversely affect the business of the Council and may also adversely affect the business affairs of the other parties concerned.

2 **Late Items**

The Chair admitted to the agenda the following late items of business:

- (a) Proposed Aire Valley Leeds Enterprise Zones (Minute No. 26 refers)
Whilst the decision of the Local Enterprise Partnership on the 15th June 2011 to submit the Aire Valley Leeds proposal to Government as the Leeds City Region Enterprise Zone had been taken after the publication of the Executive Board agenda, it was determined essential that this matter was considered by the Board at the earliest opportunity in order to keep the Board informed of the progress made on this issue,

Draft minutes to be approved at the meeting
to be held on Wednesday, 27th July, 2011

whilst also seeking the Board's endorsement to the approach taken and obtaining support for the further work required to deliver an Enterprise Zone in Aire Valley Leeds.

(b) Closure of East Leeds Leisure Centre and Middleton Pool and Reduced Opening Hours of Garforth Squash and Leisure Centre (Minute No. 16 refers)

The report was not available for inclusion within the agenda papers, as the formal responses from the relevant directorate to the Scrutiny Board's proposals were being compiled at that time. However, it was determined necessary that Executive Board consider the responses to the Scrutiny Board's recommendations at the earliest opportunity, following the conclusion of the scrutiny inquiry.

(c) Grants to Culture and Sport Related Organisations (Minute No. 18 refers)

The report was not available for inclusion within the agenda papers, as the formal responses from the relevant directorate to the Scrutiny Board's proposals were being compiled at that time. However, it was determined necessary that Executive Board consider the responses to the Scrutiny Board's recommendations at the earliest opportunity, following the conclusion of the scrutiny inquiry.

(d) Response to the Review of Home Farm, Temple Newsam – Scrutiny Inquiry Report (Minute No. 17 refers)

The report was not available for inclusion within the agenda papers, as the formal responses from the relevant directorate to the Scrutiny Board's proposals were being compiled at that time. However, it was determined necessary that Executive Board consider the responses to the Scrutiny Board's recommendations at the earliest opportunity, following the conclusion of the scrutiny inquiry.

(e) Little London and Beeston Hill and Holbeck PFI Housing Project – Value for Money (VFM) Review and Final Business Case Update (Minute No. 29 refers)

The report was not available for inclusion within the agenda papers, as the correspondence from the Homes and Communities Agency confirming that the project had passed the Value for Money test, subject to some amendments, was not received until the 20th June 2011, and it was deemed necessary that Executive Board be formally provided with the latest position at the earliest opportunity.

3 Declaration of Interests

Councillor A Carter declared a personal interest in the item entitled, 'Local Sustainable Transport Fund Bid for West Yorkshire', due to being a member of the West Yorkshire Integrated Transport Authority (Minute No. 23 refers).

Further declarations of interest were made at a later point in the meeting (Minute Nos. 12 and 17 refer).

4 Minutes

RESOLVED – That the minutes of the meeting held on 18th May 2011 be approved as a correct record.

ADULT HEALTH AND SOCIAL CARE

5 Neighbourhood Network Update

Further to Minute No. 34, 21st July 2010, the Director of Adult Social Services submitted a report providing an account of the negotiations held to date in line with the resolutions of the Executive Board in July 2010 in respect of Neighbourhood Networks, detailing the outcome of those negotiations, whilst also providing a recommendation on a potential way forward based upon legal advice obtained by the Council.

Correspondence received from the solicitors acting on behalf of Leeds Irish Health and Homes had been circulated to Board Members for their consideration prior to the meeting, with separate correspondence from the Chief Executive of the same company being tabled at the meeting.

The report provided details of the equality impact assessment which had been undertaken in respect of the original tendering exercise.

Following consideration of Appendices 1,2,3,4 and 5 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(5), which was considered in private at the conclusion of the meeting, it was

RESOLVED -

- (a) That no contract (advertised under the overall tendering of Neighbourhood Network services in 2009/10) be awarded for the provision of Neighbourhood Network services in relation to those 5 areas of East Leeds specified in this report, namely Burmantofts, South Seacroft, Swarcliffe, Richmond Hill and Crossgates and District.
- (b) That the commencement of a renewed tendering exercise for the provision of Neighbourhood Network services in relation to those areas of East Leeds specified in the submitted report be approved.
- (c) That the tendering exercise be constructed in such a way as to take account of the lessons learnt in the original tender process, the analysis of the current position as set out in confidential Appendix 4 and arising from the specialist legal advice contained within exempt Appendix 3 to the submitted report.
- (d) That it be noted that the services currently being delivered will continue through an extension of existing contracts to 31st March 2012, pending the outcome of resolutions (b) and (c) above.

RESOURCES AND CORPORATE FUNCTIONS

6 Financial Performance - Outturn 2010/2011

The Director of Resources submitted a report setting out the Council's financial outturn position for 2010/11, including both revenue and capital elements, in addition to the Housing Revenue Account. In addition, the report covered revenue expenditure and income compared to the budget, reported on the outturn for Education Leeds and the ALMOs, highlighted the position regarding other key financial health indicators and invited the Board to consider the approval, creation and usage of the Council's reserves.

The Board thanked all of those officers who had been involved in managing the financial performance of the Council throughout the 2010/11 financial year and into 2011/12.

In response to Members' enquiries regarding the issue of car parking charges, the Board noted that a further report regarding car parking policy was scheduled to be submitted to the September Board meeting.

RESOLVED -

- (a) That the contents of the submitted report be noted.
- (b) That the creation of an earmarked reserve for an early leavers scheme in 2011/12 be approved.
- (c) That the earmarked reserves, as detailed within Appendix 2 of the submitted report, be approved.
- (d) That the immediate release of £12,400,000 earmarked reserves as detailed in paragraph 6.9 of the submitted report be approved.

7 Financial Health Reporting 2011/2012

The Director of Resources submitted a report providing information as to both the context and arrangements for the reporting of the Council's financial health during 2011/2012.

In response to Members' enquiries regarding the timescales for reporting the Council's financial health to the Board, the Director of Resources undertook to ensure that each update report would contain the most up to date information possible.

RESOLVED – That the proposals for financial health reporting in 2011/2012, as detailed within the submitted report, be approved.

8 New Vision and Strategic Plans

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report outlining the key stages of the development of several of the Council's important plans, including consultation undertaken with the public and with partners, detailing how due regard needed to be given to equality and diversity in preparing them, whilst presenting the plans

themselves for consideration and endorsement prior to formal approval by Full Council.

The Chief Executive provided details of the changes which had been made to the city and council planning and partnership framework and highlighted the introduction of an outcomes based accountability approach which had been incorporated into the strategic planning and performance management arrangements.

The Board thanked all of those officers and partners who had been involved in the compilation of the Vision for Leeds 2011-30, the City Priority Plan 2011-15 and the Council Business Plan 2011-15.

The report provided details of the Equality, Diversity, Cohesion and Integration Impact Assessment which had been undertaken in respect of the New Vision and Strategic Plans.

RESOLVED -

- (a) That the Vision for Leeds 2011 to 2030, City Priority Plan 2011 to 2015 and the Council Business Plan 2011 to 2015, as attached at appendix 1 to the submitted report, be endorsed.
- (b) That Members of Full Council be recommended to approve the Vision for Leeds 2011 to 2030, City Priority Plan 2011 to 2015 and the Council Business Plan 2011 to 2015 at their meeting on 13th July 2011.
- (c) That Members of Full Council be recommended to authorise Executive Board to make "in-year" amendments to these plans as may be necessary.
- (d) That the Assistant Chief Executive (Planning, Policy and Improvement) be authorised to complete the plans with any outstanding information prior to their submission for approval to Full Council on 13th July 2011.
- (e) That a report be submitted to a future meeting of the Board in respect of the outcome based accountability approach being incorporated into the strategic planning and performance management arrangements.

(The matters referred to in this minute being matters reserved to Council were not eligible for Call In)

CHILDREN'S SERVICES

9 Children's Services Improvement Update Report

The Director of Children's Services submitted a report providing the Board with an update on the improvement activity that was continuing across children's services in Leeds. The report particularly focussed upon the wider context, in view of a number of significant policy developments which had taken place, improvement and inspection activity and the Children's Services Transformation Programme.

Members were provided with responses to enquiries raised regarding the replacement of the Electronic Social Care Recording system for Children's Services.

In response to enquiries, the Director of Children's Services undertook to provide Members with a timetable detailing the proposed schedule for the roll out to a locality level of the outcomes based accountability methodology.

RESOLVED - That the contents of the submitted report be noted and that the continuing direction of travel across children's services in Leeds along with the preparations being undertaken for a possible announced inspection during summer 2011 be supported.

10 Children & Young People's Plan 2011-2015

The Director of Children's Services submitted a report presenting the final version of the Children & Young People's Plan (CYPP) and seeking endorsement and support for the important statement of outcomes, priorities and indicators which had been agreed by all the Children Leeds partners as the framework for improving outcomes.

The report provided details of the Equality, Diversity, Cohesion and Integration Impact Assessment which had been undertaken in respect of the strategic planning approach and City Priority Plans.

RESOLVED –

- (a) That the Children and Young People's Plan 2011-15, as attached at appendix 1 to the submitted report, be endorsed and supported, subject to formal approval by full Council on 13 July 2011.
- (b) That Executive Board Members contribute towards the delivery of the CYPP by using the CYPP 2011-15 as a key criterion in their scrutiny and evaluation of all issues relating to children and young people.

(The matters referred to in this minute being matters reserved to Council were not eligible for Call In)

11 Annual Review of the Fostering and Adoption Statements of Purpose

The Director of Children's Services submitted a report presenting for approval the revised statements of purpose for Leeds City Council's Fostering and Adoption Services.

RESOLVED - That the Statements of Purpose for both the Fostering and Adoption Services for Leeds City Council be approved.

12 Design and Cost Report for E-ACT Leeds East Academy, Submission of Stage 0 Proposal to Partnerships for Schools and Disposal of Parklands Leasehold at Nil Consideration

The Director of Children's Services submitted a report which sought approval to submit the Confirmation of Procurement Approval (Stage 0) Document to

Draft minutes to be approved at the meeting to be held on Wednesday, 27th July, 2011

the Partnerships for Schools (PFS), for the injection of funding and 'Authority to Spend' for E-ACT Leeds East Academy (BSF Wave 1, Phase 5). In addition, the report also sought the relevant approvals in respect of the disposal of the leasehold interest of Parklands Girls' High School at nil consideration.

Copies of the document entitled, 'Confirmation of Procurement Approval for Subsequent Phases in a BSF Wave (Stage 0)' had been provided to Board Members as part of their agenda packs.

The report advised that an Equality, Diversity, Cohesion and Integration Screening form had been completed for the project, which determined that it was not necessary to carry out a formal impact assessment.

RESOLVED –

- (a) That the submission of the Stage 0 proposal to Partnerships for Schools be approved.
- (b) That the injection of £5,253,100 into scheme 16155 - E-ACT East Leeds Academy into the Council's capital programme be approved, and that the Authority to Spend this additional funding also be approved.
- (c) That the disposal of the leasehold interest of Parklands Girls' High School at nil consideration be approved.

(Councillors Gruen and Finnigan both declared personal interests in this item due to being members of Plans Panel (East))

LEISURE

13 Response to Deputation to Council: Friends of Bramley Baths

The Acting Director of City Development submitted a report in response to the deputation to Council on 6th April 2011 regarding the reduction of hours at Bramley Baths.

The report provided details of the outline Equality, Diversity, Cohesion and Integration Impact Assessment had been conducted.

RESOLVED -

- a) That the response to the deputation from the Friends of Bramley Baths be noted.
- b) That the process of advertising for expressions of interest in the Community Asset Transfer of this site, on the terms as described within the submitted report, be approved.

14 Response to Deputation to Council: West Riding Track League

The Acting Director of City Development submitted a report in response to the deputation to Council on 6th April 2011 from the West Riding Track League

Draft minutes to be approved at the meeting
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highlighting the League's success over the last 65 years, whilst also seeking Council support for the future of league and grass track racing on the historic track at Roundhay Park.

The report provided details of the Equality Impact Assessment Screening Form which had been completed in respect of this matter.

RESOLVED - That the response detailed within the submitted report to the West Riding Track League's deputation to Council of 6th April 2011 be noted and endorsed.

15 Mercury Abatement Works - Rawdon Crematoria: Capital Scheme No. 16194

Further to Minute No. 68, 25th August 2011, the Acting Director of City Development submitted a report advising Members of the current position with regard to facilitating the installation of cremators with mercury filtration equipment at Rawdon crematorium and requesting that Members authorise the letting of the works contract and the incurring of expenditure of £1,645,050, including fees from existing budget provision.

RESOLVED -

- a) That the works planned for Rawdon Crematorium be noted.
- b) That the award of the design and build contract in the sum of £1,445,050 be authorised.
- c) That authority to spend up to £1,645,050 on the scheme, including fees, be authorised.

16 Closure of East Leeds Leisure Centre and Middleton Pool and Reduced Opening Hours of Garforth Squash and Leisure Centre

The Head of Scrutiny and Member Development submitted a report inviting the Board to consider the recommendations of the former Scrutiny Board (City Development) following the Scrutiny Board's consideration of issues relating to proposals regarding the closure of East Leeds Leisure Centre, Middleton Pool and the reduction in operating hours at Garforth Squash and Leisure Centre.

Councillor J Procter, the Chair of the former Scrutiny Board (City Development) attended the meeting to present the Board's findings.

Copies of the report had been circulated to Board Members prior to the meeting for their consideration.

RESOLVED –

- (a) That it be noted that the former Scrutiny Board (City Development) recommends that any proposals to reduce services should be fully consulted upon before the matter is referred to Executive Board for determination.

- (b) That it be noted that the former Scrutiny Board (City Development) opposes the reduction in operating hours at Garforth Squash and Leisure Centre and the proposed Community Asset Transfer to the School Partnership Trust and the closure of East Leeds Leisure Centre and Middleton Pool.

17 Response to the review of Home Farm Temple Newsam Scrutiny Board Inquiry

The Head of Scrutiny and Member Development submitted a report inviting the Board to consider the recommendations of the former Scrutiny Board (City Development) following the conclusion of the Scrutiny Board's inquiry entitled, 'Review of Home Farm, Temple Newsam'.

Councillor J Procter, the Chair of the former Scrutiny Board (City Development) attended the meeting to present the Board's findings.

Copies of the report and accompanying documents had been circulated to Board Members prior to the meeting for their consideration.

RESOLVED – That the recommendations of the former Scrutiny Board (City Development) and the directorate responses be noted, with a further report being submitted to a future meeting of the Board in order to further consider ways in which the operation of Home Farm can be developed in the future.

(Councillor Wakefield declared a personal interest in this item, as a member of Meanwood Valley Urban Farm)

18 Grants to Culture and Sport Related Organisations

The Head of Scrutiny and Member Development submitted a report inviting the Board to consider the recommendations of the former Scrutiny Board (City Development) following the Scrutiny Board's consideration of issues relating to proposals regarding changes by the Arts Council and West Yorkshire Grants to their approach towards grant making.

Councillor J Procter, the Chair of the former Scrutiny Board (City Development) attended the meeting to present the Board's findings.

Copies of the report and accompanying documents had been circulated to Board Members prior to the meeting for their consideration.

RESOLVED – That the recommendations of the former Scrutiny Board (City Development) and the directorate responses be noted.

DEVELOPMENT AND THE ECONOMY

19 Response to Deputation to Council: West Park Residents Association

The Acting Director of City Development submitted a report in response to the deputation to Council on 6th April 2011 from the West Park Residents' Association regarding the future use of the centre.

The report provided details of the An Equality, Diversity, Cohesion and Integration impact assessment scheduled to be carried out as part of the options appraisal.

RESOLVED -

- (a) That the response to the deputation from the West Park Residents' Association be noted.
- (b) That officers be authorised to undertake an options appraisal in order to determine the future of the building and the future location of services currently provided on site, with the outcomes from the options appraisal being reported back to Executive Board with recommendations later in the year.

20 Response to Deputation to Council: Danoptra Ltd.

The Acting Director of City Development submitted a report in response to the deputation to Council on 6th April 2011 from Danoptra Ltd. regarding the draft Horsforth and Cragg Hill Conservation Area Appraisal and Management Plan.

RESOLVED - That the contents of the submitted report be noted.

21 Response to Deputation to Council: Leeds Students' Unions

The Acting Director of City Development submitted a report in response to the deputation to Council on 6th April 2011 from Leeds Student Unions regarding the proposed Article 4 Direction affecting Houses of Multiple Occupation (HMOs).

RESOLVED –

- (a) That the content of the submitted report which responds to issues raised by the Leeds Student Unions in relation to the proposed Article 4 Direction be noted.
- (b) That a report be submitted to a future meeting outlining the response to the Article 4 Direction consultation.

22 Housing Appeals - Implications of the Secretary of State's Decision relating to Land at Grimes Dyke, East Leeds

The Acting Director of City Development submitted a report providing an update on the outcome of an appeal relating to a substantial greenfield housing site at Grimes Dyke, East Leeds. The report noted that the decision taken by the Secretary of State followed a series of similar cases determined by individual inspectors and invited consideration of the consequences arising from the decision in terms of the Council's approach towards similar greenfield developments in the future.

Members highlighted the need for an all party lobbying exercise to be undertaken in order to relay the Council's concerns in respect of this matter to the Minister for Housing and Local Government, with enquiries being made as to the possibility of involving other Local Authorities who were in a similar position.

Having highlighted the importance of maintaining the current balance between greenfield sites and urban settlements across the city, the Chief Executive highlighted the need for officers and Members to engage further with developers in order to move forward on this matter.

RESOLVED -

- (a) That the outcome of the appeal at Grimes Dyke and the consequences for Council policy, as set out within the submitted report, be noted.
- (b) That the release of all the Phase 2 and 3 housing allocations in the UDP be agreed, subject to proposals coming forward being otherwise acceptable in planning terms.
- (c) That the withdrawal from the appeal on land at Whitehall Road, Drighlington, be agreed.
- (d) That approval be given to the Regional Spatial Strategy providing the basis for assessing the 5 year land supply pending the Core Strategy.
- (e) That the Prospectus, attached as Appendix A to the submitted report, be endorsed as the basis for informal consultation on the Core Strategy housing issues.
- (f) That Scrutiny Board (Regeneration) be invited to review and report on the population and household projection information that will underpin the Core Strategy, in addition to the land banking practices of developers, with such a review being undertaken as a matter of urgency in order to enable progress to be maintained according to the Core Strategy timetable, with the outcomes from the review being submitted to the Executive Board in due course.
- (g) That an all party lobbying exercise be undertaken in order to relay the Council's concerns in respect of this matter to the Minister for Housing and Local Government.

(The matters referred to in this minute were not eligible for Call In as there was a further, similar appeal case for which evidence was due, and it was important that the Council's approach towards that case was established and confirmed at the earliest opportunity).

23 Local Sustainable Transport Fund Bid for West Yorkshire

The Acting Director of City Development submitted a report providing details of the bid which had been prepared and submitted to the Department for Transport regarding the Local Sustainable Transport Fund project for West Yorkshire.

RESOLVED -

- (a) That the preparation of funding bids for the Local Sustainable Transport Fund and the submission of a Large Project bid made to the Government on 6th June 2011 be noted.
- (b) That the decision made by the West Yorkshire Integrated Transport Authority Executive (Appointed Members) taken on 3rd June 2011 to approve the bid be noted.
- (c) That it be noted that the Council is a partner in a separate Thematic bid for travel to school, led and submitted by Sustrans in partnership with a consortium of local authorities.

24 Elland Road Masterplan

The Acting Director of City Development submitted a report providing an update on the progress made in respect of the Elland Road Masterplan since its inclusion within the Informal Planning Statement for Elland Road, the acquisition of the Castle Family Trust land, developments regarding a potential park and ride facility and the sale of the former Greyhound Stadium. The report also sought approval of the revised Heads of Terms with the operator of the proposed ice rink on Elland Road, whilst also seeking an injection from the Capital Programme into the proposed realignment of Lowfields Road.

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

RESOLVED -

- (a) That the continuing development of the Informal Planning Statement through the acquisition of the Castle Family land and the sale of the Greyhound Stadium to the West Yorkshire Police Authority for their new divisional headquarters be noted.
- (b) That the revised Heads of Terms and additional 6 month exclusivity period to the ice rink operator, as identified within the exempt appendix to the submitted report, be approved.
- (c) That approval be given to the injection of £500,000 from the Capital Programme as a contribution towards the implementation of the masterplan, allowing for the realignment of Lowfields Road on the terms identified within the exempt appendix to the submitted report.

25 Rugby League World Cup 2013

The Acting Director of City Development submitted a report providing details of the 2013 Rugby League World Cup (RLWC) and the bidding process for potential Host Cities. In addition, the report sought approval for the submission of a final bid and provided details on the role of a consortium who would lead on RLWC activity.

Members thanked officers for the work which had been undertaken on this matter to date, given the restricted timescales involved.

The report provided details of the Equality, Diversity and Cohesion and Integration Impact Assessment (EDCI) which had been undertaken in respect of the bid process and of Leeds hosting the event.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That approval be given for Leeds to submit a bid to be a Host City for the Rugby League World Cup 2013 on July 15th 2011.
- (c) That the requirement for the consortium to take responsibility for the Rugby League World Cup bid and subsequent World Cup related activity be noted.
- (d) That approval be given for the consortium to progress contractual and commercial discussions with the Rugby Football League and for officers to report back to Executive Board with requirements once contractual and commercial details are known.

(The matters referred to in this minute were not eligible for Call In due to the imminent deadline for the submission of the final bid to become a Host City for the 2013 Rugby League World Cup)

26 Proposed Aire Valley Leeds Enterprise Zone

The Acting Director of City Development submitted a report advising of the submission to the Local Enterprise Partnership Board of the proposal for an Enterprise Zone in Leeds, welcoming the subsequent decision of the Local Enterprise Partnership Board and seeking endorsement to the approach taken and support for the further work required to deliver an Enterprise Zone in Aire Valley Leeds.

Copies of the report and accompanying documents had been circulated to Board Members prior to the meeting for their consideration.

The Board emphasised the significance of the Enterprise Zone as a catalyst for growth throughout the whole of the Leeds City Region (LCR). In addition, Members highlighted the need to support each partner Local Authority within the LCR to help them deliver their strategic priorities, as this would be to the benefit of the whole of the region and underlined the important role that the Local Enterprise Partnership would play in this process.

RESOLVED –

- (a) That the recommendation of the Local Enterprise Partnership Board be welcomed and that the further development of the Aire Valley Leeds Enterprise Zone proposal for submission to Government be agreed.

- (b) That the preparation of a Local Development Order be agreed, with the details of which being reported to Executive Board for approval.

NEIGHBOURHOODS, HOUSING AND REGENERATION

27 Assistance to Vulnerable Households: the business case for unsupported borrowing to fund equity release loans to vulnerable households

The Director of Environment and Neighbourhoods submitted a report outlining proposals regarding a financial model which would enable Leeds City Council to deliver unsupported borrowing for the provision of equity loans to vulnerable households.

The report provided details of the Equality, Diversity and Community Cohesion Impact (EDCI) screening form which had been completed in respect of this matter.

RESOLVED - That approval be given to the proposal to introduce an equity release loans scheme for vulnerable home owners, funded through unsupported borrowing, with the redeemed Leeds Loans used to subsidise costs, up to a limit of £500,000 per annum based upon the model set out within the submitted report for up to the next 4 years, subject to annual review of the scheme, in order to minimise the risk to the Council.

28 Reducing Reported Burglary in Leeds

The Director of Environment and Neighbourhoods submitted a report providing an overview of the burglary problem in Leeds and outlining the key drivers in relation to this offence. In addition, the report sought agreement to the Leeds Burglary Reduction Strategy and approval to the allocation of £1,326,000 made available through the Community Safety Fund to support the delivery of the Leeds Burglary Reduction Programme.

In response to Members' enquiries, officers undertook to provide Board Members with the burglary statistics broken down by Ward.

RESOLVED –

- (a) That the Leeds Burglary Reduction Strategy be agreed.
- (b) That the allocation of £1,326,000 of resources made available through the Community Safety Fund to support the delivery of the Leeds Burglary Reduction Programme be approved.
- (c) That the annual funding allocations currently assigned to the Community Safety Fund for 2011/12 and 2012/13 be amended to make this more evenly split across the two financial years and aligned to the Burglary Reduction Programme, as outlined within section 5 of the submitted report.

- (d) That a further report on the progress made to reduce domestic burglary be submitted to the Board in one year (June 2012).

29 Little London and Beeston Hill & Holbeck PFI Housing Project - Value For Money Review and Final Business Case

The Director of Environment and Neighbourhoods submitted a report informing the Board of the progress made to date on the Little London and Beeston Hill and Holbeck PFI Housing Project, whilst focussing upon the status of the project in relation to the Department for Communities and Local Government's Value for Money assessment of the programme and the remaining approval processes and likely timetable.

Copies of the report and accompanying documents had been circulated to Board Members prior to the meeting for their consideration.

RESOLVED -

- (a) That the contents of the submitted report be noted.
- (b) That the positive outcome for the project with regard to the Department for Communities and Local Government's Value for Money review be noted.
- (c) That the impact of delays on the project and the likely programme to the financial close be noted.
- (d) That a further, more detailed report be submitted to the Board on 27th July 2011 in order to confirm the final proposed scope and affordability of the project for further approval by the Government.

DATE OF PUBLICATION: 24TH JUNE 2011

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 1ST JULY 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00noon on 4th July 2011)

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**FORWARD PLAN OF KEY DECISIONS
(relevant to Children and Families Scrutiny Board)**

1 July 2011 – 31 October 2011

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Primary Basic Need 2013 - Permission to consult on proposals for expansion of Primary Provision in 2013 Permission to consult on proposals	Executive Board (Portfolio: Children's Services)	27/7/11	12 Sept – 21 st Oct 2011	The report to be issued to the decision maker with the agenda for the meeting	lesley.savage@leeds.gov.uk
Primary Basic Need 2012 - Outcome of statutory notices for the expansion of primary provision in 2012 Final decision to approve the proposals	Executive Board (Portfolio: Children's Services)	27/7/11	5th Jan – 18th Feb	The report to be issued to the decision maker with the agenda for the meeting	lesley.savage@leeds.gov.uk

Scrutiny Board (Children and Families)

23 June 2011

Green Paper – Support and Aspiration: A new approach to special educational needs and disability

Comments

Having considered a brief outline from officers of some of the key issues already emerging from discussions elsewhere, the Board made the following comments to feed into the corporate response to the Green Paper:

- Members were concerned that families varied in how 'ready' they are to manage a personalised budget. They were concerned about the impact for children and young people whose families struggled to navigate the market place.
- In particular they were concerned that those with the greatest needs could be left vulnerable under such a system. For example they referred to children and young people whose parents may have special educational needs or disabilities themselves that would make it difficult for them to fully understand their child's needs, or parents who may be 'in denial' about their child's needs.
- Following on from this, the Board also highlighted the potential impact on the sustainability of some services if families were negotiating provision on an individual basis.
- This could be further exacerbated if parents could transfer funds between various elements of the single care plan, ie education, health and care.
- Members were concerned about the potential impact on the multi-agency model that the Leeds response to these families is currently built upon.
- They also highlighted the need for parents to have good information about the services that were available and who to contact.
- Members were concerned about the complexity of the consultation process itself, with a lengthy Green Paper and 59 consultation questions. They felt that there was a real danger that many parents would be excluded from the consultation.

The Board encouraged Celia Foote to submit her extensive comments on the Green paper direct to government, since there was not time to go through them in detail and decide whether to adopt them as the Scrutiny Board's comments. It was also suggested that she forward a copy to the officers.

Members asked to receive a copy of the corporate response when it has been submitted.

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