



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 10th November, 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;
- 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;
- A McKenna - Garforth and Swillington;
- M Rafique - Chapel Allerton;
- K Renshaw - Ardsley and Robin Hood;

Co-opted Members (Voting)

- Mr E A Britten - Church Representative (Catholic)
- Vacancy - Church Representative (Church of England)
- Ms A Craven - 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 - Young Lives Leeds

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A G E N D A

| Item No | Ward/Equal Opportunities | Item Not Open | | Page No |
|---------|--------------------------|---------------|---|---------|
| 1 | | | <p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information 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 - 6TH OCTOBER 2011

1 - 4

To confirm as a correct record, the minutes of the meeting held on 6th October 2011.

7

FINDINGS OF THE ANNOUNCED INSPECTION OF SAFEGUARDING SERVICES FOR CHILDREN AND YOUNG PEOPLE IN LEEDS

5 - 32

To receive and consider a report from the Director of Children's Services presenting the findings of the announced Ofsted re-inspection of safeguarding services for children and young people in Leeds.

8

SCRUTINY INQUIRY - EXTERNAL PLACEMENTS

33 -
36

To receive and consider a report from the Head of Scrutiny and Member Development presenting additional information as part of the Board's inquiry into external placements.

(Additional information on the programme plan to follow)

| | | | |
|----|--|---|----------|
| 9 | | <p>SCRUTINY INQUIRY - SCHOOL ATTENDANCE</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development presenting evidence in line with Session 1 of the Board's Inquiry into school attendance.</p> | 37 - 82 |
| 10 | | <p>REVIEW OF CHILDREN'S CONGENITAL CARDIAC SERVICES IN ENGLAND: INQUIRY REPORT</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development summarising the main issues identified by the Joint Health Overview and Scrutiny Committee arising from the review of Children's Congenital Cardiac Services in England.</p> | 83 - 90 |
| 11 | | <p>DRAFT TERMS OF REFERENCE - NEET INQUIRY</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 increasing the number of young people in employment, education and training (NEET).</p> <p>(Draft terms of reference to follow)</p> | 91 - 92 |
| 12 | | <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> <p>(Notes of the children's social care system review working group to follow)</p> | 93 - 118 |
| 13 | | <p>DATE AND TIME OF NEXT MEETING</p> <p>As part of the Scrutiny Board's inquiry into School Attendance, the December meeting on Thursday, 8th December 2011, will take the form of site visits involving all Scrutiny Board members to the two selected clusters of Rothwell and Inner East.</p> | |

Agenda Item 6

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 6TH OCTOBER, 2011

PRESENT: Councillor J Chapman in the Chair

Councillors G Driver, P Ewens, B Gettings,
A Khan, A Lamb, P Latty, K Maqsood,
A McKenna, M Rafique and K Renshaw

CO-OPTED MEMBERS (VOTING):

Mr E A Britten – Church Representative (Catholic)
Ms A Craven – Parent Governor Representative (Primary)
Ms J Ward – Parent Governor Representative (Secondary)
Ms N Cox – Parent Governor Representative (Special)

CO-OPTED MEMBERS (NON-VOTING):

Mrs S Hutchinson – Early Years Representative
Ms T Kayani – Leeds Youth Work Partnership Representative
Ms A Choudhry – Leeds VOICE Children and Young Peoples Services Forum
Representative

32 Chair's Opening Remarks

The Chair welcomed all in attendance to the October meeting of the Scrutiny Board (Children and Families).

33 Late Items

The Chair admitted to the agenda, further information and data in relation to the Scrutiny Board's inquiry into external placements. (Minute No. 37 refers)

34 Declarations of Interest

Ms J Ward declared a personal interest in relation to agenda item 7, Scrutiny Inquiry – External Placements, in her capacity as Parent Governor at Corpus Christi Catholic College. (Minute No. 37 refers)

35 Apologies for Absence and Notification of Substitutes

An apology for absence was submitted by Ms C Foote.

36 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 8th September 2011 be approved as a correct record.

37 Scrutiny Inquiry - External Placements

Further to Minute No. 28 of the meeting held on 8th September 2011, the Head of Scrutiny and Member Development submitted a report which presented evidence in line with session 2 of the Scrutiny Board's inquiry into external placements.

The following information was appended to the report:

- Terms of reference for the inquiry into external placements
- Children's Placements Strategy and Sufficiency Action Plan
- Foster Carer Recruitment and Assessment Strategy
- Further information and data in relation to external placements which had been requested by the Scrutiny Board.

The Chair welcomed to the meeting, Councillor Hanley, Deputy Executive Member (Children's Services) and the following officers:

- Sarah Sinclair, Chief Officer – Strategy, Commissioning and Performance, Children's Services
- Saleem Tariq, Assistant Chief Officer, Children's Services.

A brief introduction was provided on work being undertaken as part of the Children's Placement Strategy and Sufficiency Action Plan; and the Foster Carer Recruitment and Assessment Strategy.

In brief summary, the key areas of discussion were:

- Improvements in planning for the number and types of placement required.
- Ongoing work in relation to foster carer recruitment.
- Development of internal provision and reducing the reliance on external placements.
- Confirmation of work being undertaken to retain LCC foster carers, development of the service and changes to the pay structure.
- Identifying local solutions and the role of clusters.
- Improvements in performance systems, particularly in terms of analysing the number of referrals on a weekly basis.
- Identifying hotspot areas in clusters.
- Further information requested in relation to boarding arrangements.
- Work being undertaken with the voluntary sector, particularly in relation to preventative approaches.
- Revised programme plan established to measure impact of recent improvements.
- Overcoming cultural barriers in reducing the number of referrals, developing work in localities with schools, clusters and the voluntary sector.

- Utilising the skills and experiences of existing foster carers, particularly in terms of sharing life stories with other individuals interested in becoming foster carers.
- Acknowledgement and support for Children's Centres.
- Support for individuals with learning disabilities.

RESOLVED – That the issues raised be incorporated in the draft report of the Scrutiny Board's inquiry.

(Councillor Khan joined the meeting at 9.55am during the consideration of this item.)

(Councillor A McKenna left the meeting at 11.15am and Councillor Gettings at 11.34am during the consideration of this item.)

38 Recommendation Tracking

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

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

The status of recommendations were agreed as follows:

- Entering the Education System (recommendation 4) – sign off
- Safeguarding Interim Report (recommendation 1) – subject to confirmation of satisfactory progress against Ofsted inspection report, monitor again in 12 months
- Meadowfield Primary School (recommendation 6) – sign off
- Outdoor Education Centres (recommendation 2) – monitor again in 3 months; (recommendation 4) – stop monitoring.

RESOLVED –

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

39 Work Programme

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

Appended to the report for Members' information was the current version of the Board's work programme, minutes of the Executive Board meeting held on 7th September 2011, together with an extract from the Forward Plan of Key Decisions for the period 1st October 2011 to 31st January 2012.

Draft minutes to be approved at the meeting
to be held on Thursday, 10th November, 2011

The Scrutiny Board was informed that the Ofsted inspection report had been scheduled for November and a report on outcomes for looked after children had been scheduled for January.

RESOLVED – That the work programme be approved.

40 Date and Time of Next Meeting

Thursday, 10th November 2011 at 9.45am with a Pre Meeting for Board Members at 9.15am

(The meeting concluded at 11.42am.)

Report of the Director of Children’s Services

Report to Children and Families Scrutiny Board

Date: 10th November 2011

Subject: Findings of the Announced Ofsted Re-inspection of Safeguarding Services for Children and Young People in Leeds

| | | |
|---|------------------------------|--|
| Are specific electoral Wards affected? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, name(s) of Ward(s): | | |
| Are there implications for equality and diversity and cohesion and integration? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Summary of main issues

1. This report presents the findings of the announced Ofsted re-inspection of safeguarding services for children and young people in Leeds. This follows an on-site inspection that took place between 12th and 16th September 2011. The Ofsted report on the inspection was published on 10th October and is attached at appendix 1.

2. This latest inspection reflects positively on the improvements made across safeguarding services in Leeds since the last announced inspection in December 2009. Overall, five of the nine categories that Ofsted assess have been rated as ‘good’ and four are ‘adequate’ - there are no longer any categories rated as inadequate. On the key judgements of ‘overall effectiveness’ Leeds has been rated as ‘adequate’ and Leeds ‘capacity to improve’ is now rated as ‘good’.

3. This is a notable improvement on the December 2009 announced inspection (with the report published in January 2010), which found the overall effectiveness of safeguarding services to be inadequate and capacity to improve to be adequate.

4. After the 2009 inspection an Improvement Notice was placed on Leeds by the Government. An Improvement Plan was drawn up and an Improvement Board, with an Independent Chair, was established to monitor the implementation of this. Since then, a significant amount of work across the council and the partnership of children’s services in Leeds has been taking place to deliver improved safeguarding services. Elected Members have played an important role in this.

5. This announced inspection provided a key assessment of the impact of this work and the basis on which the service will look to progress and continue developing. The

recognition of improvements made, along with the work still to be done, provides a strong foundation on which children's services can now move forward and maintain momentum to deliver better outcomes for children and young people in Leeds.

1 Purpose of this report

- 1.1 This report presents the findings of the announced Ofsted re-inspection of safeguarding services for children and young people in Leeds. This follows an on-site inspection that took place between 12th and 16th September 2011. The Ofsted report on the inspection was published on 10th October and is attached at appendix 1.

2 Background information

- 2.1 Ofsted undertook their last announced inspection of safeguarding and looked after children's services in Leeds in December 2009 (with the report published in January 2010). That inspection found the overall effectiveness of safeguarding services to be inadequate and capacity to improve to be adequate. In light of that inspection and wider issues identified across the service, an Improvement Notice was placed on Leeds by the Government. An Improvement Plan was drawn up and an Improvement Board, with an Independent Chair was established to monitor the implementation of this. Progress against this work has been regularly reported to the Scrutiny Board.
- 2.2 Since then, a significant amount of work across the council and the partnership of children's services in Leeds has been taking place to deliver improved safeguarding services. This announced inspection provided an important assessment of progress on this work and the basis on which the service will look to move forward and continue improving.
- 2.3 Ofsted published a revised framework for announced inspections of safeguarding and looked after children's services in October 2010. Subsequently, in line with revised monitoring arrangements for Authorities with inadequate judgements against safeguarding or looked after children services, Ofsted entered into correspondence with Leeds Children's Services in May this year about undertaking a re-inspection of key services. This took place in light of the measurable progress achieved under the direction of the Improvement Board and the upward momentum gained through subsequent inspections of fostering and adoption services and in particular the unannounced inspection of contact, referral and assessment services in January 2011.
- 2.4 Ten days notification of the intention to undertake an inspection was received from Ofsted on August 26th. The inspection framework was slightly different from that anticipated. Its focus was solely on safeguarding (and not on looked after children's services as well, as had been the case in the 2009 announced inspection), the inspection was carried out by a team of three HMI inspectors over a timescale of five days. This is consistent with a change in practice by Ofsted whereby announced re-inspections are targeted more intensively at service areas previously found to have been inadequate. Throughout the process a particular focus was maintained on assessing compliance with recommendations made at previous announced and unannounced inspections.
- 2.5 During the week on site the inspectors held over 30 meetings, saw approximately 100 people and examined 25 case files in detail. Methodology for the inspection had a strong practice emphasis, based on a detailed analysis of this sample of case

work files, where families were the subject of safeguarding interventions. The meetings that took place were with a number of key individuals and groups across the partnership together with off site visits to referral and assessment teams, the contact centre and one children's centre. The inspection team had access to a range of documentation and performance data including a comprehensive self assessment carried out in advance by the Authority against the Ofsted evaluation schedule.

3 Main issues

- 3.1 The report attached at appendix 1 confirms that the changes put in place in Leeds are making a significant difference to the wellbeing and safety of children in Leeds. The inspection notes that 'arrangements to ensure children are safeguarded are now secure', and highlights 'significant progress in improving outcomes'. The inspectors did not identify any children left at potential risk of harm, and no cases they reviewed were deemed to be inadequate.
- 3.2 Overall, five of the nine categories that Ofsted assess have been rated as 'good' and four are 'adequate' - there are no longer any categories rated as inadequate. On the key judgements of 'overall effectiveness' Leeds has been rated as 'adequate' and Leeds 'capacity to improve' is now rated as 'good'. The full list of ratings is as follows:

Safeguarding services

| | |
|--------------------------|----------|
| Overall effectiveness | Adequate |
| Capacity for improvement | Good |

Safeguarding outcomes for children and young people

| | |
|--|----------|
| Children and young people are safe and feel safe | Adequate |
| Quality of provision | Adequate |
| Ambition and prioritisation | Good |
| Leadership and management | Good |
| Performance management and quality assurance | Good |
| Partnership working | Adequate |
| Equality and diversity | Good |

- 3.3 The inspectors have also highlighted the pride that staff feel in the improvements that have been made in Leeds, whilst recognising that there is no complacency and a shared focus on continuing to improve.
- 3.4 Amongst the other areas that the inspectors have highlighted are:
- That Leeds is developing more child centred approaches, for example through the way that children are now involved in child protection conferences so that their wishes and views are fully taken into account.
 - That there have been many improvements in the way partnership between different services to safeguard children works, especially in terms of shared

responsibility, vision and priorities, and the overall understanding that in Leeds, 'safeguarding is everyone's business'.

- That the Improvement Board set up following our last announced inspection has 'very effectively overseen improvements'.
- That the Leeds Safeguarding Children Board is much improved.

3.5 As such the inspection report shows clear recognition of progress across the service. However, it is critical that this is seen as an important stage on an ongoing improvement journey. The Council and our partners, whilst recognising the effort made to delivering these improvements, are not content with providing services rated only as adequate. Our shared ambition in Leeds is to provide outstanding services for children and young people.

3.6 The first stage in the next part of the improvement journey is to address those areas in the announced inspection that the inspectors highlighted should be priorities for further improvement. These include:

- The need to improve our electronic social care record system (ESCR) – where we've started the work to put in place a new system.
- Continuing to improve the timescales for initial children protection conferences.
- Improving the quality of assessments to help achieve a consistent standard across the service.
- Information sharing between partner agencies in relation to domestic violence.

3.7 These areas had been identified as priorities for improvement in the self-assessment that Leeds submitted prior to the inspection and therefore work was already underway to address them. To provide further focus and direction an action plan has been developed setting out how improvements will be made against each priority. Members will already be aware of the work taking place around the ESCR system through the scrutiny working group looking at this issue. More details on the other areas highlighted will be provided to the Scrutiny Board as part of the regular performance information presented to it.

3.8 As well as being an important measure of progress in its own right, the announced inspection also contributes to the Annual Assessment of Children's Services, due for publication this year on 8th November. The Annual Assessment looks across the full range of inspections of settings and services that Ofsted conduct during the year and considers this along with the wider performance information to give an overall assessment for the service. This latest announced inspection places children's services in Leeds in a strong position to improve on the inadequate rating from the 2010 Annual Assessment. More details about the outcomes of this assessment will be brought to the Scrutiny Board when available.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 In preparation for the inspection a significant amount of staff and wider stakeholder engagement and where appropriate, consultation was carried out. Communications notifying staff, Councillors and wider partners about the inspection were sent

shortly after notification was received, staff workshop events were held for those staff most immediately affected by the inspection and a series of communication documents were distributed widely. Partners from health, the police and other relevant services helped prepare information relating to the key lines of enquiry that Ofsted identified. Representatives from partners organisations, as well as a small number of parents were also interviewed as part of the inspection process.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 There are no specific considerations under this heading.

4.3 Council Policies and City Priorities

4.3.1 Improvements in children's services and particularly in services for vulnerable children and young people are a key priority for the city as reflected in key plans. This inspection is therefore an important mark of progress in this area that will shape the future prioritisation and direction of travel for this work.

4.4 Resources and Value for Money

4.4.1 There are no specific resource implications to this report, other than to highlight that the Council's investment in safeguarding services was an important area of interest for the inspectors.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no specific considerations under this heading.

4.6 Risk Management

4.6.1 There are no specific considerations under this heading.

5 Conclusions

5.1 The Council and its partners have invested significant focus and resource on improving safeguarding practice for children, young people and families in Leeds since 2009. Previous to this announced inspection the unannounced Ofsted inspection in January 2011 and the monitoring work of the Improvement Board had already indicated that significant progress has been made. The findings of this announced inspection provide further evidence of this and give a strong basis on which the service can now continue improving services for children and young people in Leeds.

6 Background documents

6.1 Ofsted framework for announced inspections of safeguarding and looked after children's services (October 2010).
Children's Services Improvement Arrangements' – report to Executive Board, 10th March 2010.
Children's Services Improvement Update Reports – a series of regular reports to Executive Board and Children's Services Scrutiny Board detailing progress against the Improvement Plan and wider related developments in Children's Services.

Inspection of safeguarding

Leeds

Inspection dates: 12 September - 16 September 2011
Reporting inspector: Robert Hackeson HMI

Age group: All
Published: 10 October 2011

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About this inspection

1. A full inspection of safeguarding and looked after children services in Leeds took place in December 2009 and found that the overall effectiveness of safeguarding services in Leeds was inadequate. The overall effectiveness of services for looked after children was adequate. An unannounced inspection of Leeds City Council's contact, referral and assessment arrangements in January 2011 concluded there had been considerable progress since the last inspection of this type in July 2009: the two areas for priority action identified had been addressed; and most of the nine areas for development had been addressed.
2. The purpose of this follow up inspection of safeguarding is to evaluate the progress and contribution made by relevant services in the local area since the previous inspections towards ensuring that children and young people are properly safeguarded. The inspection team consisted of two of Her Majesty's Inspectors (HMI) and an Additional Inspector. The inspection was carried out under the Children Act 2004.
3. The evidence evaluated by inspectors included:
 - information gathered through discussions with families receiving services, front line staff and managers, senior officers including the Chief Executive of Leeds City Council, the Director of Children's Services and the Chair of the Local Safeguarding Children Board, elected members and a range of community representatives
 - the analysis and evaluation of reports from a variety of sources including a review of the Children and Young People's Plan, performance data, information from the inspection of local settings, such as schools and day care provision, and the evaluations of a serious case review undertaken by Ofsted in accordance with *'Working Together to Safeguard Children'*, 2010
 - a review of 25 case files for children and young people with a range of need. This provided a view of services provided over time and the quality of reporting, recording and decision making undertaken
 - the outcomes of the most recent annual unannounced inspection of local authority contact, referral and assessment services undertaken in January 2011
 - interviews and focus groups with front line professionals, managers and senior staff from NHS Leeds and Leeds Community Healthcare Trust, the Police, and other relevant partners.

The inspection judgements and what they mean

4. All inspection judgements are made using the following four point scale.

| | |
|-----------------------|---|
| Outstanding (Grade 1) | A service that significantly exceeds minimum requirements |
| Good (Grade 2) | A service that exceeds minimum requirements |
| Adequate (Grade 3) | A service that only meets minimum requirements |
| Inadequate (Grade 4) | A service that does not meet minimum requirements |

Service information

5. Leeds is the second largest city council in England. The population of the city has increased rapidly in recent years. The latest population estimate is 798,800 representing a 12% increase over the last 10 years, which is higher than the average regionally and nationally. The population of children and young people aged 0-19 is almost 180,000. Within this, the number of very young children (0-4 year olds) has increased faster with over 10,000 children born in Leeds in 2009/10. Leeds has a significantly higher proportion of 15–25 year olds compared to both the regional and national averages, with a total population of 289,000 0-25 year olds living in the city.
6. Leeds is a very diverse city, with over 130 nationalities including a minority ethnic population of just less than 17.4%. The proportion of pupils in Leeds schools that are of minority ethnic heritage has increased by more than six percentage points since 2005 to 22.5% of pupils in 2011. A higher proportion of primary than secondary pupils are of minority ethnic heritage. Some 14% of pupils have English as an additional language and over 170 languages are recorded as spoken in Leeds schools. The largest minority ethnic groups in the city are the Indian and Pakistani communities but more recently there has also been a significant increase in economic migration, mainly from Eastern Europe.
7. The local authority area includes some rural communities, as well as densely populated inner city areas where people can face multiple challenges. The Indices of Multiple Deprivation indicate that 19%, or over 150,000 people in Leeds, live in areas that are ranked amongst the most deprived 10% nationally. Around 30,000 children and young people, 23% of all those aged 0-16, live in poverty.

8. Outcomes for children and young people in Leeds are the responsibility of the Children's Trust Board (CTB) which is part of the broader partnership arrangements for the city called the Leeds Initiative. The CTB was recently reviewed and strengthened and has developed and agreed a clear set of priorities for improvement which is reflected in the City Priority Plan and the Children and Young People's Plan. The CTB arrangements are supported by 'clusters' which are the vehicle for delivering the partnership priorities at local levels. A cluster is defined as a group of schools and children's centres working with a range of partners across a locality to provide services for children and families, particularly the most vulnerable. There are 27 local clusters across the city and it is intended to further integrate other services, including reconfigured social work teams, over the coming months.
9. Following a comprehensive review in January 2010 a restructured and strengthened Leeds Safeguarding Children Board (LSCB) was launched in April 2010. A new independent chair has been appointed and the governance arrangements have been revised. A new business plan is in place, and two formal annual reports have been produced. The chair of the LSCB is a member of the CTB. The LSCB strategic priorities have been developed in conjunction with the CTB and complement the Children and Young People's Plan.
10. The Children and Young People's Plan (CYPP) has been agreed by all partners across the city and articulates the ambition for Leeds to be a 'child friendly city' and includes three 'obsessions' where significant improvement is sought over a relatively short timescale. The obsessions are: to reduce the need for children to be looked after; to improve school attendance; and to maximise the number of young people entering employment, education or training. These obsessions are also part of the City Priority Plan which ensures the commitment of the wider partnership to resolving these complex issues. Alongside the three obsessions, the CYPP sets out the child friendly city ambition, five outcomes and 11 priorities, and a cross-cutting theme of minimising the impact of child poverty. The CYPP also describes some common approaches to help bring partners together. These include programmes to deliver restorative practice and the adoption of an outcomes based accountability framework and the work to ensure that the voice and influence of children and young people threads through all service delivery.
11. The council is moving to an integrated children's services directorate, incorporating education services (formerly provided by Education Leeds, a company that was wholly owned by the local authority). There are 57 children's centres in Leeds and 266 schools. Of these, 208 are primary schools (including one academy) and 38 are secondary schools (including eight academies). There are six specialist inclusive learning centres in the city and four pupil referral units. Leeds has 12 residential children's homes and one secure children's home. Children and Young People's Social Care

services are delivered across three field work localities and a designated Children's Health and Disability Service. A team of social workers based in the council's contact centre has been in place since September 2009 to screen all contacts and referrals received. The volume of contacts received by this team has continued to increase year on year with 43% more contacts in 2010–11 than 2009–10. The total number of contacts received in 2010–11 was around 26,500 with approximately 13,500 meeting the threshold for a social care referral. Those meeting thresholds are passed to the fieldwork teams. At the time of the inspection there were 1154 children who were subject to a child protection plan and 1436 who were being looked after by the local authority.

12. NHS Leeds is the local Primary Care Trust and commissions health care services for the people of Leeds. Leeds Community Healthcare Trust provides community health services, including health visiting, school nursing and child and adolescent mental health services (CAMHS). Leeds Teaching Hospitals Trust provides acute hospital services with children's services provided from the Leeds General Infirmary site. The Leeds Partnerships NHS Foundation Trust provides specialist mental health, addiction, perinatal and learning disability services to adults.
13. As part of the improvement arrangements following the Improvement Notice from the Department of Children, Schools and Families (DCSF), Leeds has had an independently chaired Improvement Board in place since January 2010. This Board has met monthly and has monitored the Improvement Plan that was developed in response to the 'inadequate' Ofsted inspection judgement for the overall effectiveness of safeguarding, which was published in January 2010. The Chief Executive of the regional strategic health authority is the chair of the Improvement Board.

Safeguarding services

Overall effectiveness

Grade 3 (Adequate)

14. The overall effectiveness of services in Leeds in ensuring children are safe is adequate. Since the last full safeguarding inspection in 2009 the partnership has made significant progress in improving the outcomes for children. The improvement board has very effectively overseen improvements and there is good collaborative working and strong leadership across the CTB and the LSCB.
15. Arrangements to ensure children are safeguarded are now secure. Cases referred to the social care service now receive prompt attention, those that result in assessment are allocated promptly and the progress of assessments is closely monitored by managers. The number of children with child protection plans has increased significantly reflecting the commitment of services to provide structured multi-agency intervention for those children who need it.
16. Significant financial investment has been made by the local authority to increase the number of employed social workers and considerable investment has been made to train and develop staff – through the practice improvement programme (PIP), the creation of advanced practitioner posts, and relevant, good quality training. The guidance developed in conjunction with the PIP provides clarity for staff on the expected standards of practice and this is contributing to improvements.
17. The quality of provision is adequate overall but remains inconsistent and there are still areas for improvement in partnership working practices. Recent improvements in joint working arrangements are yet to make their full impact. Better quality assurance systems are already leading to improvements. In the case files sampled by inspectors no children were found to be left unsafe. The service's extensive auditing programme offers reassurance that most casework is satisfactory, and ensures swift remedial action is taken where necessary. Strong performance management and quality assurance systems ensure that leaders are able to monitor and intervene effectively and have contributed significantly to the improvements in safeguarding achieved to date.
18. The quality of recording continues to be an area for development and the problems with the current computer system still impede progress in recording. However, enhancements have improved navigation and access to the electronic social care record system (ESCR) and better reports are now available for managers, pending the planned implementation of a replacement system.

Capacity for improvement

Grade 2 (Good)

19. The capacity for improvement is good. The local authority and its partners have made the improvement of safeguarding services for children their highest priority. There is a strong sense of shared responsibility for this work with agreement secured across partner agencies at the highest level. The message is that, in Leeds, 'safeguarding is everyone's business'.
20. Partners now share a good level of awareness about the effectiveness of safeguarding services in the city, the progress made, and the challenges ahead. The self assessment is detailed, accurate and realistic, and provides a good overview of what has been achieved to date and what still needs to be done. The areas for development identified in previous inspections have mainly been addressed. The quality of provision has improved but as yet remains inconsistent. However the right quality assurance frameworks are in place to continue to improve this critical area.
21. Significant progress has been made in laying the foundations for further improvement, for example through the strength of leadership, the clear strategic direction that is shared by partners, robust performance management and the additional capacity in the workforce. All of these factors are contributing to sustainable improvement. The elected members of the council are committed to sustaining improvement and making sure that children in the city are safe. Funding has been provided for a replacement computer system and the local authority is now engaged in the formal procurement process.
22. Staff at all levels express pride in what has been achieved since the last full safeguarding inspection, but also recognise there is much more to do; there is no complacency. Staff in front line services appreciate the investment made in the social care service and share the enthusiasm of the leadership team in their plans to develop preventative services through partnership working in the clusters. Recent appointments to senior posts across the partnership have brought in leaders with experience of successful organisations and have contributed to Leeds becoming more outward looking and willing to seek external challenge. Initiatives that have proved successful elsewhere are being introduced to Leeds. Good use is being made of research and external expertise in the development of services, such as family group conferencing and the outcomes based accountability framework.

Areas for improvement

23. In order to improve the quality of provision and services for safeguarding children and young people in Leeds, the local authority and its partners should take the following action.

Within three months:

- improve the arrangements for sharing information about domestic violence between the Police and the social care service
- improve the timescales for initial children protection conferences
- improve the quality of child protection conference minutes and outline child protection plans
- improve the quality of assessments and achieve a consistent standard across the service with particular attention to the analysis of risk, the use of historical information, the impact of previous interventions, the views of parents who do not live with the family, and the timeliness of assessments
- improve the quality of recording on the ESCR to achieve a consistent standard across the service
- include the audit of supervision files in the quality assurance framework.

Within six months:

- increase the use of the common assessment framework to provide coordinated early intervention to children and families who need this support
- improve the attendance of, and contribution from, general practitioners at child protection conferences.

Safeguarding outcomes for children and young people

Children and young people are safe and feel safe

Grade 3 (Adequate)

24. Safeguarding outcomes for children and young people are adequate. Cases referred to the social care service receive prompt attention, those that result in assessment are allocated promptly and the progress of assessments is closely monitored by managers. The number of children with child protection plans has increased significantly reflecting the commitment of services to provide structured multi-agency plans for those children who need protection. Most assessments take into account the wishes and feelings of children. Historically children and young people in Leeds have not been invited to child protection conferences and their views have not been fully represented. This has been recognised as an area for development and changes are now being made in order to facilitate their attendance.
25. Staff who spoke to inspectors said they consider safeguarding arrangements for children have been strengthened since the last inspection through action taken by the local authority and its partners. They highlighted the creation of extra social work posts leading to more manageable caseloads, the new posts for advanced practitioners who provide advice on good practice, and the improved monitoring of quality through file audits, supervision, and decision and review panels. Case audits conducted by staff in children's services demonstrate a steady improvement over time in the quality of work to safeguard children. In the 25 case files sampled by inspectors no children were identified as being currently at risk of significant harm.
26. Inspection outcomes from services and settings are generally good. However, of the 13 children's homes run by the council (including the secure children's home), two children's homes were rated inadequate overall at the last inspection, and one of these was rated inadequate in relation to staying safe outcomes for children. Seven children's homes were rated good overall and four were satisfactory. Eight of the children's homes' staying safe outcomes for children were rated good or better. The most recent inspection of the adoption service in December 2010 rated the overall quality as good and the provision as good in protecting children from harm or neglect and helping them to stay safe. The most recent inspection of the fostering service in June 2010 also rated the overall quality as good and the outcome of helping children stay safe as good. This represents a significant improvement in the fostering service which had been judged inadequate in 2008.

27. Of the 57 children's centres operating across the city 13 have been inspected to date with 10 achieving judgements of good or outstanding. Children's centres provide good support and early intervention work that is welcomed by families, and this is improving outcomes for children and their carers. Schools take a responsible approach to their safeguarding arrangements. During 2010/11 Ofsted inspected 75 schools in Leeds. The effectiveness of safeguarding arrangements was evaluated as good or better in 73% of the inspections and satisfactory in 27%. This is broadly in line with the national average.
28. The Safer Schools partnership is supported by dedicated Police officers working across 35 secondary schools, pupil referral units and specialist inclusive learning centres. The partnership is becoming increasingly effective in reducing crime associated with schools and implementing the restorative practice model with children and young people at an early stage. There has been a 10% reduction in crime associated with Leeds schools and improved relationships between young people and the Police. Anti-bullying strategies in schools are having a positive impact. For example, the Anti-Bullying Ambassador programme encourages effective participation of children and young people in anti-bullying strategies. The effectiveness of the work of the ambassadors is demonstrated through the Every Child Matters surveys which show that fewer children and young people in Leeds report experiences of bullying than are found in the regional and national averages. While the proportion of children in Leeds who reported feeling safe in school was in line with the average, the proportion who reported feeling safe both in the area where they live and going to and from school, was higher than average.
29. Leeds Education Challenge sets out to reduce year-on-year the attainment gap between vulnerable groups and their peers. This has included targeted work with minority ethnic groups to raise attainment, which resulted in a 12.2% increase for Pakistani pupils achieving five or more A*-C in GCSE grades and a 15.2% increase for Bangladeshi pupils in 2010. Similarly, work with looked after children has led to improvements in their attainment, especially at Key Stage 4. The partnership has made improving school attendance one of its three obsessions alongside priorities relating to school behaviour and achievement. There has been some progress in improving attendance especially in reducing persistent absence rates in the schools which have a high proportion of vulnerable children. Another 'obsession' is to increase the number of young people in employment, education or training. While the proportion of young people who are not in employment, education or training (NEET) reduced between March 2010 and March 2011, this remains above the average for similar councils and the number of young offenders entering employment, education or training is below the target set by the partnership.
30. The role of the local authority designated officer (LADO) has been strengthened. A dedicated post was established in November 2010 within

the new integrated safeguarding unit which offers more direct managerial oversight as part of the performance framework for the unit. Presentations to professional groups regarding the role and referral thresholds have led to a significant increase in the number of referrals of concern about, and allegations against professionals from, a wide range of agencies. This suggests an improved understanding of the role by partner agencies. However, information collected by the LADO is not yet systematically used to improve safer recruitment and working practices.

31. There is a well established complaints and representations process. Customer satisfaction surveys are conducted with parents and carers whose children receive a social work service. Responses are analysed and presented to the management team along with outcomes from formal complaints in order to identify strengths in practice as well as any shortfalls. Following three separate complaints and findings by the Local Authority Ombudsman, the local authority has taken appropriate and robust action to drive service improvement, including an inquiry by the council's scrutiny board into services for children with disabilities and special educational needs and additional health needs.

Quality of provision

Grade 3 (Adequate)

32. The quality of provision is adequate. This was inadequate at the previous full safeguarding inspection and there has been significant improvement, although the partnership acknowledges there is more to do. Early intervention preventative services across the city are, as yet, underdeveloped. The partnership is committed to developing a wider range of early intervention approaches in order to divert children safely from statutory provision and this is the focus of the next stage of the strategy. Plans are at an advanced stage to organise multi-agency service provision on a local basis across the city, building upon the 27 existing cluster arrangements. Three 'early adopter' clusters are already achieving improved outcomes for children as a result of better collaborative working by agencies. This includes reduced infant mortality rates. The use of the common assessment framework (CAF) by all agencies is not yet embedded. Fewer CAFs were started during the year 2010-11 than 2009-10, although recent data show an increase in CAFs started since April 2011 compared with the previous year. However the commitment to improve the uptake of CAF remains a strategic priority. The partnership has commissioned external expertise to help refresh, simplify and improve the approach to CAF in Leeds. Preventative services, such as multi-systemic therapy and family group conferencing which have already demonstrated good outcomes, have been extended.
33. The arrangements for receiving and screening referrals to children's social care are good. Since the last safeguarding inspection thresholds for access to social care have been lowered to ensure better safeguarding of children

and young people. Agencies have a clearer understanding of when to refer and there has been a significant increase in the number of referrals. A dedicated team of qualified and experienced social workers is based at the corporate contact centre along with two managers who screen all contacts to the social care service to ensure they receive a prompt and appropriate response, including advice and signposting for cases that do not require further involvement by the social care service.

34. Out of hours arrangements are adequate. The unannounced inspection in January 2011 found arrangements for the out of hours service did not effectively link with the daytime service. The local authority is now finalising a review of the out of hours service which is due to report in October 2011. Meanwhile arrangements have been strengthened, including appointing a dedicated team manager and colocation with the children's screening team at the contact centre leading to improved communication with daytime services.
35. The agreed protocol for joint visits by social workers and the Police in section 47 child protection enquiries is not consistently applied. This was an area for development arising from the unannounced inspection in January 2011. Work to improve this area of practice is a priority for the Police and the local authority, with commitment to change shared at the highest level. The current reorganisation of the Police child protection unit is designed to improve joint safeguarding activity in the city while better monitoring systems available to the Police from October 2011 are intended to improve compliance.
36. The quality of assessments has improved since the last full inspection and is adequate, but remains variable. There are some examples of good quality practice in front line child protection services including comprehensive initial and core assessments, good identification of risk and appropriate interventions that match children's needs and ensure their safety. Overall, significant harm is identified well but not all aspects of need are consistently identified and some elements of assessment including the analysis of risk, the use of historical information, an evaluation of the impact of previous interventions and the timeliness of assessments remain inconsistent. Partner agencies mainly engage well in assessments, making an effective contribution to the evaluation of risk and understanding of need. However, a small number of assessments do not evidence input from some key agencies.
37. Allocated child protection work is managed well. Child protection visits are made in accordance with the child protection plan and most are monitored by managers with gaps being identified through audit. The engagement with children and young people is adequate. Children are regularly seen and seen alone during section 47 enquiries and child protection visits. Their wishes and feelings are recorded well and include attempts to record the social worker's observations about the experience of non verbal young

children. There are some good examples of children's ethnicity, identity, and individual needs being recorded as part of assessments. The views of parents are captured well but the views of parents who do not live with a child are not always included in assessments even if they have regular contact. The council recognises that the attendance at child protection conferences by young people is an area for development. Leaflets have been revised and the plans to relocate the child protection conference service to designated venues around the city are seen as an opportunity to secure effective attendance.

38. The quality of case recording is variable, some is detailed and contains clear records of strategy discussions, visits, and meetings such as core groups, but some is scant. The most negative aspect is that in some cases there are long delays in inputting records on to the ESCR. Some records are held temporarily on local systems, and are not easily accessible to all professionals who can access the ESCR. Overall, the most significant factor is that the electronic recording system does not support the business of the organisation in terms of facilitating recording or prompting actions. The use of chronologies is inconsistent although this is an area the service is attempting to improve. Some files seen contained up to date chronologies and were of very good quality but not all files contained chronologies and there is, as yet, little evidence that they are used reflectively to inform planning decisions. The use of research and reflective practice is not yet consistently evident in recording.
39. Case planning is adequate. Child protection conferences are chaired by qualified staff, and due to the considerable increased in demand for conferences the service has increased capacity from four to 12 conference chairs. However, only four chairs are permanent staff and there has been a high turnover within the remaining group of agency staff. Recruitment processes for the appointment of permanent chairs are underway. The percentage of initial children protection conferences (ICPCs) held within 15 working days is locally reported to have improved and is currently at 47%, but this remains poor compared with a national average of 66%. A significant proportion (16%) of ICPCs were cancelled between April 2010 and August 2011. Almost 20% of those cancelled were due to the social worker or team manager being unavailable. This is an area for improvement.
40. Attendance at child protection conferences by general practitioners (GPs) and Police officers from the child protection unit has been poor although the Police always provide reports. The reasons for the poor attendance are now understood and a protocol for when the Police should attend has recently been agreed. Attendance by GPs remains an area for improvement. Some schools have not been represented at child protection conferences during school holidays. Agreement was reached that reports would be presented by the local authority education department and, although this has ensured some key information was presented, it is not

seen by the service as the best arrangement. Plans are in place to ensure better representation in future.

41. Social workers consistently share their reports with families but some partner agencies do not share their reports either before or at the conference, nor do they provide reports to the conference chair in sufficient time before the conference. This prevents thorough planning by the chair and means that reports are read by participants at the conference, which is likely to be difficult for parents. The quality of social work reports to child protection conferences has improved since the last full inspection and is adequate overall. There is greater analysis of risk but some reports lack a consideration of significant historical information and an evaluation of the impact of previous interventions. Historically young people in Leeds have not been invited to attend conferences, but there are recent changes so that by October 2011 young people over 10 will routinely be invited and will have access to an advocate. The quality of the minutes of child protection conferences is variable, not all containing a clear analysis of risk. Outline child protection plans, produced by the child protection conference chairs are variable in quality with some containing insufficient detail or specified outcomes in order to support effective planning. The plans do not all enable rigorous monitoring of improvements or deterioration in the child's situation.
42. Child protection conference minute takers and chairs collect performance information in relation to the timeliness of, and attendance at, conferences and in relation to the quality of reports, but the high level of conference activity at present has meant they have not been able to address identified issues. The safeguarding unit has recently introduced a new approach to child protection conferences, the 'strengthening families' model. This has been used successfully in other areas and its introduction is intended to address a number of the above weaker aspects of practice, lead to a more inclusive approach and focus more clearly on risk. Early evaluation of this new approach indicates it is viewed very positively by all participants, both professionals and families.
43. The arrangements to identify and find children missing from home, care and school are adequate. The partnership recognises that arrangements have been fragmented and they are to be consolidated and managed in the newly established safeguarding unit. Information on those young people who go missing most frequently is interrogated by the Police to identify the most vulnerable children and those who may become involved in sexual exploitation. A new post to concentrate on this safeguarding issue has been agreed and it will be based within the Police child protection unit. Notifications of missing children are reported and monitored and the Police undertake safe and well checks when children are found. Return interviews for those missing from care are undertaken by social workers, and young people are also offered the opportunity to speak to independent and trained workers.

Ambition and prioritisation

Grade 2 (Good)

44. Ambition and prioritisation are good. These were judged adequate at the last full inspection. The local authority and partners share the ambition for Leeds to be a 'child friendly city'. The rationale is that investment in children and young people now will continue to deliver benefits in the future for all groups who live and work in the city. The vision, priorities and measures of progress are clearly stated in the succinct and easy to understand CYPP for 2011-15. The CYPP is based on an extensive needs analysis and takes good account of the views of children and young people from minority groups and traditionally hard to reach groups. A strategic children's services Equality and Diversity Board which reports to the CTB, promotes equality, diversity and cohesion across all the directorate's activities in order to support the delivery of the strategic outcomes for children and young people. The priorities in the CYPP have been shared widely and staff across the partnership are now well aware of them. Helping children to live in safe and supportive families is amongst the highest priorities for Leeds.
45. The CTB, chaired by the lead member for children's services and attended by senior staff from relevant partner agencies, provides effective and ambitious leadership in safeguarding and promoting the welfare of children. At the strategic level, partners have been fully engaged in the development of the CYPP and are working together to deliver the priorities. The partnership has worked well to secure support for the plan from other organisations in the city in the media, business and sport.
46. Elected members are highly committed to the priorities for children and young people with strong cross-party support for the improvement agenda. Against a backdrop of substantial cuts to council services, funding to children's social care services has increased by some £11.2 million over the past two years, and there is a commitment to sustain support in order to ensure children in the city are safeguarded. Increasingly elected members are represented in the clusters across the city and all members are now offered information on trends in services for children on a ward basis, enabling them to be aware of local needs.

Leadership and management

Grade 2 (Good)

47. Leadership and management are good. These were inadequate at the last full inspection representing a significant improvement in this area. Recruitment procedures and practice meet the statutory minimum requirements. Partner agencies undertake annual self assessment audits of recruitment practice which are reported to the LSCB. Since 2009 the social care service has undertaken a thorough review of its resourcing capacity and has invested heavily in extra social work posts together with the new advanced practitioner posts. This has resulted in an increase of 42 social work staff while 26 advanced practitioners have been appointed

to date. Caseloads have been reduced to an average of 21. Staff in the social care service are well supported through a range of training initiatives both single and multi-agency. A large number of newly qualified social workers (NQSW) have been recruited. Extra support is provided to these workers through the NQSW programme which includes additional training, protected caseloads and co-working of cases alongside advanced practitioners. The programme is valued by NQSWs and feedback from this group has been used to improve the support provided.

48. User engagement and participation are good. The participation of children, young people and families in service planning and review is given a high priority in children's services. A wide range of consultation groups and forums are used to gather the views of service users. The CYPP was developed through detailed consultation with some 85 children and young people, including young people with learning difficulties and/or disabilities, looked after children and care leavers. The citywide Every Child Matters survey in 2010 captured the views of nearly 8,000 children and young people and used these to shape services. The Leeds Youth Council is well established and the 'Young Mayor' project alongside other surveys is identifying and taking forward the concerns of children and young people in the city and contributing to staff training and development. The BREEZE project provides on-line facilities for continuous feedback and consultation with young people alongside face to face events.
49. The local authority is improving its arrangements for user engagement and learning from complaints including the 'empowering parents in the community' (EPIC) scheme, specifically for parents and carers of children and young people using special education services. Customer satisfaction surveys in relation to social work have good rates of return though the rate of return from people whose first language is not English is low.
50. Children's services make effective use of resources. Commissioning priorities are based on the priorities in the CYPP. Over the past year children's services have reviewed all commissioned services for value for money, impact, and alignment against service priorities, and this has resulted in some services (including some in house services) being decommissioned and others realigned. All contracts have been revised and reissued to ensure they are safeguarding compliant and visits are undertaken to provider sites. Budgets are being aligned with health for joint commissioning of services for under fives as the health visiting and children centre workforce transfers into the Early Start service.
51. Customer satisfaction surveys indicate that families are generally positive about their relationships with social workers. Action plans following serious case reviews are implemented and improvements are reflected in service delivery. Progress of individual action plans is closely monitored by the LSCB and sign off is evidence based using criteria set out in the action

plan. Evidence of the impact of serious case reviews recommendations is explored through the audit programme.

Performance management and quality assurance

Grade 2 (Good)

52. Performance management and quality assurance are good. These were inadequate at the last full inspection and considerable progress has been made in this area. The robust approach taken to quality assurance is driving up standards. This has made a significant contribution to the improvements achieved in the overall effectiveness of safeguarding and the distance travelled since the last full safeguarding inspection in 2009. During 2010 the social care service introduced a high quality practice improvement programme (PIP) which all social workers have completed. A very clear and comprehensive Practice Standards Manual was developed to complement the PIP and this supports the drive to deliver consistently good practice. The manual is explicit about what standards are expected and it is a valuable tool for social workers and their managers. A comprehensive quality assurance framework for the social care service is now in place and findings from audit activity are used to provide individual feedback to social workers as well as to contribute to improvements across the service when common themes are identified. Performance clinics on selected themes are held regularly in social work teams to share findings on best practice and barriers. Extensive auditing activity during the past year has demonstrated significant improvement in the quality of practice since the last inspection, albeit from a low base. One example is the intensive scrutiny by senior managers of the decision making on each referral which has led to improvements in the quality of the work of the assessment teams. The audit framework is well embedded in the social care service and staff who spoke to inspectors now welcome the approach. Audits are conducted by managers at all levels up to the Chief Officer.
53. The CTB has established strong performance management arrangements and key performance measures are reported by senior managers on a monthly basis. In the social care service improvements have been achieved in timescales for assessments. The development of the 'performer function' in the ESCR is now providing managers with valuable information enabling them to track the progress of assessments. The service has rigorously explored the indicator relating to possible drift in cases (NI 64) where children and young people have a child protection plan longer than two years. The position is now understood and the service has taken effective steps to prevent drift. The timescales for ICPCs are improving slowly in the face of a substantial increase in the number of conferences, but remain an area for improvement.
54. Supervision takes place, although not always at the required frequency and the quality is variable. Some records of cases discussed in supervision

are only a brief summary of recent events rather than agreed action points. In other cases records offer clear evidence of management oversight and direction. Supervision files are audited by line managers but the findings are not currently collected centrally for analysis. All staff have an annual appraisal.

Partnership working

Grade 3 (Adequate)

55. Partnership working is adequate. Partners across the statutory, voluntary and community sector share a strong commitment to safeguarding evident in the joint strategic planning and resources made available for this work. Staff from the voluntary sector told inspectors they feel fully engaged and supported and are therefore able to contribute effectively to the safeguarding agenda. However the strategic commitment of partners is yet to be fully realised operationally.
56. Preventative working is underdeveloped and a large and increasing number of referrals are made to the social care service. While this ensures that concerns that should be taken up by the social care service are likely to be referred, other needs, which should be met through early intervention preventative services such as the CAF, are inappropriately also referred. Work is in progress to build the confidence of partners and improve clarity over roles. The developing role of the clusters is expected to help to forge good partnership working on the front line as this has been the experience in the 'early adopter' clusters.
57. A significant proportion of all referrals to social care involve domestic abuse incidents where children are present. These have been provided in line with the agreed protocol, but the quality of the information provided by the Police in these cases is generally poor. The vast majority do not meet the thresholds for intervention by children's social care, but children's services staff spend a disproportionate amount of time following up the Police information to enable them to make an informed decision. The Police and children's services are discussing ways to tackle this problem, including the feasibility of collocating Police officers with social workers in the screening team to facilitate joint assessment of domestic violence referrals. A revised protocol has been jointly developed recently and agreed by the LSCB policy and procedures sub committee. Further joint work is being done by the Police and children's services as a matter of priority to actively explore ways to improve this problem, including collocating police and social care staff.
58. Multi-agency risk assessment conference (MARAC) and multi-agency public protection arrangements (MAPPA) are effective. Clear procedures are applied and joint audits have been undertaken to ensure referrals are appropriately made to children's social care. There is now consistent attendance at all levels of MAPPA by children's social care representatives, which is an improvement since the last inspection.

59. The LSCB is adequate and meets its statutory responsibilities. It has an independent chair who provides effective leadership. She has worked hard to secure the effective engagement of all members and is beginning to challenge agencies on their contribution to safeguarding. The LSCB has appropriate senior manager representation. Partners have valued direct contact with the chair in their service locations. Attendance by some agencies is poor but this is being monitored and addressed and will be reported annually. A more focused Business Plan Oct 2010 - March 2011 with clear strategic objectives has been agreed. The LSCB annual report 2010/2011 is good; it takes a self-critical review of the board's performance both in terms of its achievements and challenges. The LSCB has reviewed and improved its multi-agency training programme and access to this high quality training is good. It has secured resources to establish new posts to support the business of the board in 2011-2012 and will use these to improve communication, consultation, quality assurance, performance monitoring and the participation of children and young people.

Record of main findings:

| Safeguarding services | |
|--|----------|
| Overall effectiveness | Adequate |
| Capacity for improvement | Good |
| Safeguarding outcomes for children and young people | |
| Children and young people are safe and feel safe | Adequate |
| Quality of provision | Adequate |
| Ambition and prioritisation | Good |
| Leadership and management | Good |
| Performance management and quality assurance | Good |
| Partnership working | Adequate |
| Equality and diversity | Good |

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 10th November 2011

Subject: Scrutiny Inquiry - External Placements

| | | |
|--|---|--|
| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number: | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Summary of main issues

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.
2. At the board's meeting in June, members agreed that their first major piece of work this year would be an inquiry on the first of these areas - reducing the number of looked after children – and that their inquiry would focus on the issue of external placements.
3. The scheduled formal sessions of the inquiry took place in September and October. The Chair has agreed however that the attached additional information on the programme plan to 'turn the curve' on placements should also be considered as part of the Board's inquiry.
4. Relevant officers from Children's Services will be at the meeting to respond to members' questions and comments.
5. A number of visits and working group activities are also taking place as part of the inquiry. The findings from these activities will be incorporated into the Board's inquiry report.

Recommendations

6. The board is requested to consider the issues raised by this additional information provided to the inquiry.

Background documents

7. None.

CHILDREN'S SERVICES – TURNING THE CURVE ON PLACEMENTS FOR LOOKED AFTER CHILDREN

The Story

- The information on this sheet provides a summary of the various strands of the **turning the curve programme plan** which supports the Children's Trust Board strategic obsession.
- The overall aim of the **turning the curve plan** on placements for looked after children is a whole system transformation to focus resources on early intervention, prevention and family support in order to reduce the need for children and young people to be in care.
- As at the end of July 2011, 1,447 children and young people were in care in Leeds representing a rate of 95.1 per 10,000.
- Looked after children numbers in Leeds have historically been high when compared to statistical neighbours (**fig 3**)
- The numbers of externally provided placements has grown significantly over recent years (**fig1**) with a consequential financial impact.
- If left un-checked, the growth in external placements will continue and by March 2014 could represent 50% of placements in Leeds (**fig2**)
- There were 12,934 requests for service and 13,643 referrals to social care in 2010-11, a total of 26,577.
- Domestic violence is the primary referral reason (20%), with the next largest categories being parenting support (17.5%) and suspected neglect (11.5%).
- In terms of the source of referrals in 2010-11, (30%) were from the police with 13% from schools/education focused organisations and 11% from hospitals, doctors or community based health organisations. 1,128 (8%) of referrals were from neighbours, family friends or the household of the child or young person. There were 95 self-referrals.
- In July 2011, 1,074 children were subject to a Child Protection Plan, a rate of 70.6; this is a significant increase from the July 2010 numbers of 662, a rate of 43.6.
- There is a need for an increase in the quantity and quality of common assessments undertaken in order to identify and meet needs at an early stage. In the 2010/11 financial year, 1,131 CAFs were initiated.

Strand 6 - Information & Performance Management

- Ensure placement and financial information to meet business needs
- Develop and implement monthly performance dashboard for the looked after children obsession.
- Develop and implement quarterly performance and management information by city area and locality.
- Ensure robust and secure arrangements are in place for the safe transfer of information within and between directorates and agencies.
- Support the use of Outcomes Based Accountability for developing local strategies around intervention.
- Develop a medium-term forecasting model to map demographic & socio-economic impact on placement activity and financial forecasting.

Strand 1 - Early Intervention and prevention

- Adopt the findings of the universal review by implementing the "Early Start" teams.
- Invest £1.1m in 2012/13 of Early Intervention Grant funding to expand child-care for vulnerable 2-year olds
- Increase the use of the Common Assessment Framework assessments
- Target and re-commission specialist and targeted Family Support Services
- Invest an additional £325k to expand Family Group Conferencing. Two new area teams to be fully operational by April 2012.
- Implement changes to improve the referral and assessment processes.
- Improve the response to domestic violence referrals – new approach from December 2011.

Strand 3 - Interventions with children on the edge of care and their families

- Prioritise access to Early Years Services for families at risk
- Invest an additional £500k (£200k grant funded) to expand Multi-systemic Therapy with two new teams to be operational by March 2012.
- Develop and implement a 60 day default plan for children just entering care (or on the edge of care).
- Develop and implement prioritised exit from care plans by January 2012.
- Invest £0.4m to continue the expansion of Targeted Mental Health support in schools.

Fig 1 Actual/Forecast Number of external Placements

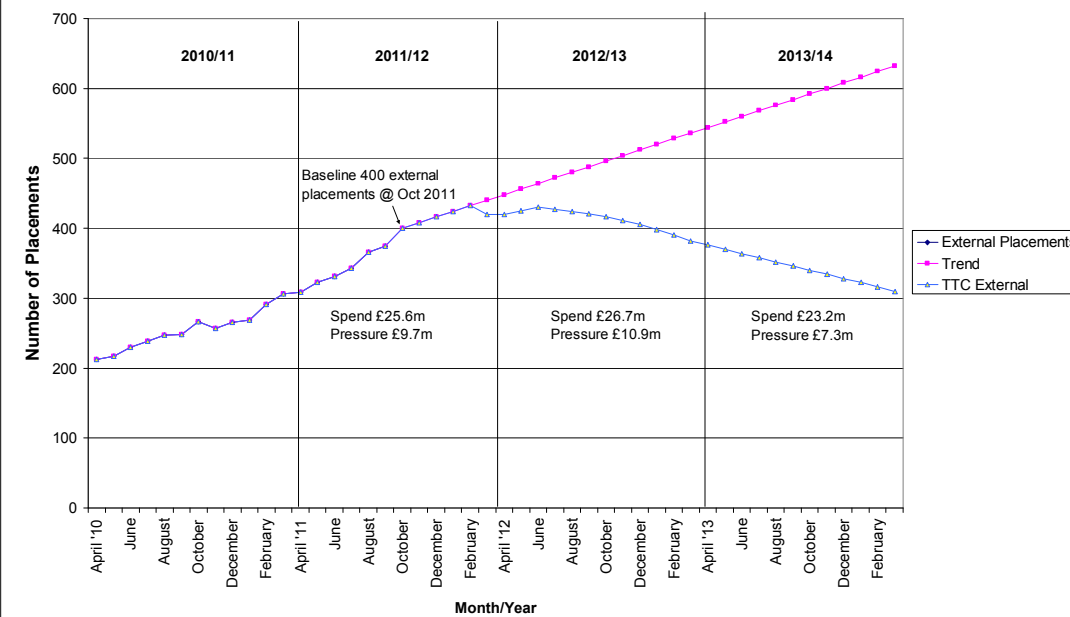


Fig 2 Placement Numbers March 2011 to March 2014

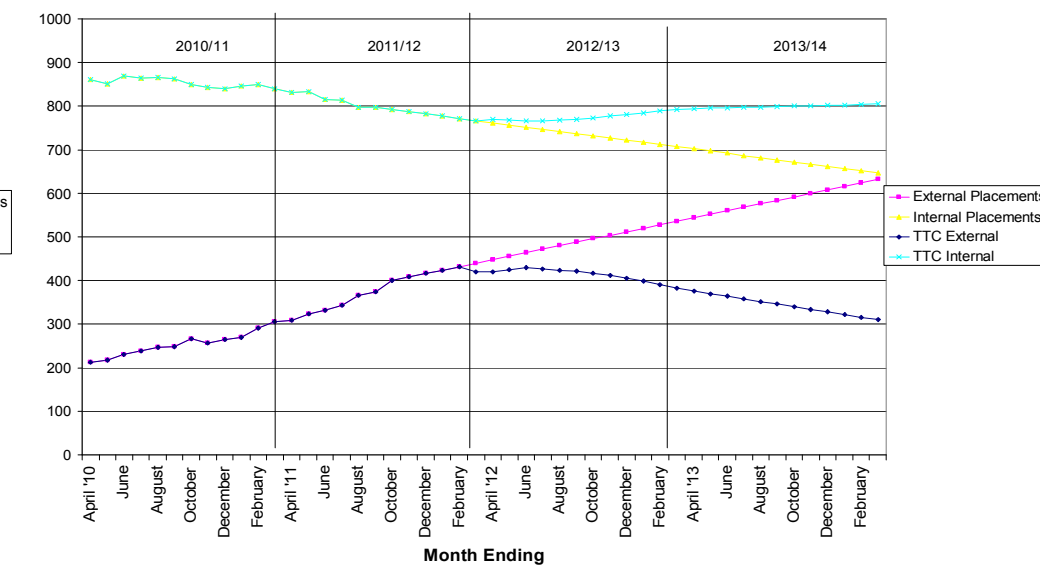
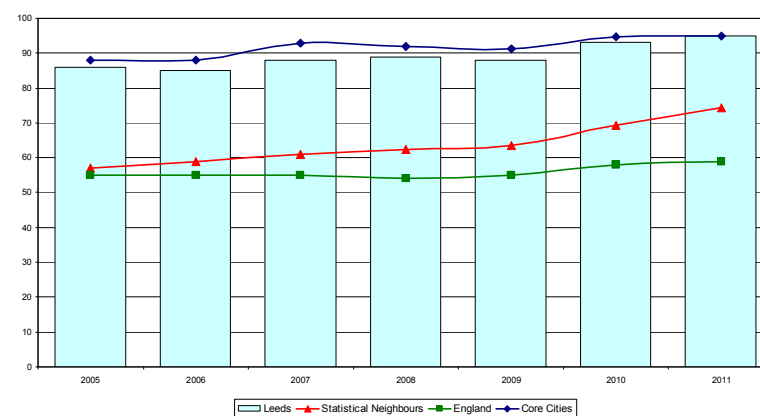


Fig 3 Looked after children rates per 10,000 population



Strand 2 & 5 - Placement Service, Processes & Governance

- Re-develop the looked after children & care leavers placements strategy and sufficiency plan.
- Invest an additional £270k to strengthen the placement service and the contract management of all placements.
- Review the end to end placement processes and implement improvements.
- Review governance and decision-making processes around placements
- Ensure fair and equitable funding for placements from all partner agencies.
- Invest an additional £0.4m to support the child specific adoption strategy, inter-agency adoptions and the forecast growth in adoptions.
- Invest an additional £0.25m to support the anticipated growth in special guardianships.

Strand 4 - In-house Capacity (Residential Review)

- Complete the review of the in-house residential capacity by January 2012.
- Develop the capital strategy for residential provision by January 2012.
- Create additional in-house residential capacity (8 placements) by April 2012.
- Business case for social pedagogy model to be completed by November 2011 with model to commence from January 2012.

Strand 4 - In-house capacity (in-house fostering)

- Fully implement the Payment for Skills model.
- Further develop the foster carer recruitment strategy.
- Achieve a net growth of 20 carers by the end of March 2012 (from original base line at 31/3/11)
- Achieve a net growth of 40 carers by the end of March 2013 (from original base line at 31/3/11)

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 10th November 2011

Subject: Scrutiny Inquiry - Attendance

| | |
|--|---|
| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

Summary of main issues

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.
2. At the board's meeting in June, members agreed that their second major piece of work this year would be an inquiry on the second of these areas – school attendance. A copy of the agreed terms of reference is attached as Appendix 1.
3. The first formal session of the inquiry was scheduled for November. Information from Children's Services covering issues identified in the terms of reference for the inquiry is attached:
 - Update on Children's Services Obsessions – Improving School Attendance – Report to Children's Trust Board 12 September 2011
 - Attendance OBA events reoccurring outputs and suggestions
 - DfE press notice – Government changes definition of persistent absence to deal with reality of pupil absenteeism in schools
 - DfE Reducing absence – ensuring schools intervene earlier
 - Attendance Strategy persistent absence research report
 - Scrutiny statement on attendance - March 2010

4. Relevant officers from Children's Services will be at the meeting to respond to members' questions and comments.
5. The next session of the inquiry is scheduled for the Board's next meeting on 8 December 2010, as set out in the terms of reference. This session will take the form of site visits involving all Board members to the two selected clusters of Rothwell and Inner East.

Recommendation

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

Background documents

7. None.

Scrutiny Board (Children and Families)

Attendance

Terms of reference

1.0 Introduction

- 1.1 The Scrutiny Board has been tasked with carrying out a piece of work this year on each of the three Children and Young People's Plan (CYPP) obsessions. The second of these relates to school attendance.
- 1.2 The council has adopted an Outcome Based Accountability (OBA) approach to addressing the obsessions, drawing up plans to 'turn the curve' and improve performance. Each 'cluster' (local groups of schools and services that work closely together to meet the needs of children and young people through an integrated approach) has undertaken or committed to undertake an OBA exercise in relation to attendance, leading to a multi-agency action plan.
- 1.3 In relation to this inquiry, the Board agreed to follow a similar approach to that successfully adopted for its inquiry last year on combating child poverty and raising aspiration. We identified 2 'case study' areas of the city and instead of our formal Scrutiny Board meeting, half of the members went to each area for the morning. In both areas, Members had the opportunity to talk to local practitioners and to undertake some additional visits in smaller groups, including meeting local people, before reconvening for a round table discussion with senior officers about their findings. We found this to be a very effective way of working.
- 1.4 For this inquiry we will visit 2 clusters with higher than average levels of persistent absence: Inner East and Rothwell.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on:
 - Multi-agency efforts to address persistent absence from school.
- 2.2 The Board hopes that its findings will provide a timely and positive contribution to tackling this particular obsession within the Children and Young People's Plan.

3.0 Comments of the relevant director and executive member

- 3.1 This inquiry is included in the Scrutiny Board's terms of reference, reflecting one of the three obsessions in the Children and Young People's Plan, which is the multi-agency city priority plan.

4.0 Timetable for the inquiry

- 4.1 The inquiry will take place in November and December 2011, with a view to issuing a final report in the spring of 2012.
- 4.2 The inquiry will conclude with the publication of a formal report setting out the board's conclusions and recommendations.

5.0 Submission of evidence

5.1 Scrutiny Board meeting – 10 November 2011

The following evidence will be required for the Board meeting:

- The CYPP action plan relating to the Attendance obsession, as background and context to the inquiry
- Obsession progress report to the Children's Trust Board
- Information on progress against the CYPP action plan
- Data on Leeds levels of school attendance and persistent absence
- Information on the reasons for absence
- Information on local initiatives and activity to address attendance, including cluster OBA activity plans and cluster level funding
- Information on the latest changes in government requirements in relation to the definition of persistent absence
- Information on best practice from other local authorities
- The report of previous work on school attendance carried out by the Scrutiny Board in 2009/10
- Research on persistent absence commissioned by Education Leeds

5.2 Scrutiny Board meeting - 8 December 2011

The Board will split into two groups, who will each visit one of the two identified clusters to carry out more detailed field work.

Members will receive information about the local context and data in relation to attendance, including information about local OBA activity.

In each area, members will visit relevant local services in smaller groups (including meeting service users where appropriate).

This will be followed by a round table meeting in the chosen locality to discuss issues arising from the visits and consider the overall impact of work in the locality.

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

5.3 Visits

In addition it is planned that, between the two Board meeting dates, some members will have the opportunity to accompany front-line Attendance Improvement Officers and staff who work with Children

Missing Education in the course of their duties, in the two identified clusters.

6.0 Witnesses

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

Children's Services officers

Cluster Chairs and Cluster Managers

Representatives of multi-agency partners at local level, for example Schools, Early Years providers, Police, Extended Services Clusters, Area Inclusion Partnerships

Other local authorities/C4EO (Centre for Excellent Outcomes) – re good practice

6.2 The Board will always seek to include the views of children and young people and their parents and carers as evidence to its inquiries wherever possible and practicable.

7.0 Equality, Diversity and Cohesion and Integration Issues

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

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

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

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

8.0 Monitoring Arrangements

8.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.

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

9.0 Measures of success

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

9.2 The Board will look to publish practical recommendations.

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Leeds Children’s Trust Board

| | |
|-------------------------|--|
| Date of meeting: | 12 September 2011 |
| Author: | Jancis Andrew / Simon Flowers |
| Tel No: | 0113 2475793 |
| Email: | Jancis.andrew@leeds.gov.uk |
| Report title: | Update on Children’s Services Obsessions – Improving School Attendance |

Summary:

This is the third of the obsession reports to be presented to the Children’s Trust Board. The report presents progress on improving school attendance detailing provisional results for the first two terms of the 2010/11 academic year and highlighting the good work ongoing in clusters. It recognises that to make the significant impact needed, especially at the secondary level, a renewal of our strategy is needed based on recognition of the issues that lie behind absence and the partnership commitment needed to address these. Consideration is also given to national changes to the definition of persistent absence.

Recommendations:

The Children’s Trust Board is recommended to:

1. Share partners’ perspectives on progress against this obsession.
2. Note provisional 2010/11 half term 1-4 attendance information.
3. Endorse the work being undertaken to develop a new shared approach for improving school attendance and support the development of an options paper on our future approach to attendance.
4. Support the good initial work that has been undertaken in clusters and request that the next obsession report on attendance provides an update and assessment of impact.
5. Require individual agencies to share their experience of new approaches and to evaluate impact.

1.0 Purpose of report

- 1.1 As part of the children’s trust performance framework the Children’s Trust Board (CTB) will receive regular progress reports on the three children’s obsessions. These are to facilitate thematic discussions that cover an evaluation of impact, development of policy direction and improvements in our partnership approach. These reports will complement evaluative report cards for the key children and young people’s plan indicators.
- 1.2 This report provides an update on our efforts to improve children and young people’s attendance at school and to reduce rates of persistent absence. This reflects our wider commitment to the outcome of helping children and young people do well at all levels of learning and have the skills for life. Additionally we recognise that school absence, especially persistent absence, is a potential symptom of broader needs relevant to all five outcomes of the Leeds Children and Young People’s Plan.
- 1.3 This report focuses on both an update on progress, similar to previous obsession reports, and beginning a process to renew our strategy and approach for improving school attendance.

2.0 Strategic Overview

- 2.1 Provisional data for 2010/11 half terms 1-4 shows improvements in both primary and secondary attendance and persistent absence. As national data is not available until October we are not able to confirm how these improvements compare.
- 2.2 The data highlights that the vast majority of children in Leeds attend school regularly without the need for any additional or targeted support. However, despite year on year reductions in persistent absence and improvements in attendance, a significant cohort of children in Leeds misses an unacceptable amount of school. It is also the case that some groups of children are overly represented in this cohort and have additional factors that make them more vulnerable to poor outcomes e.g. they have Special Educational Needs, are entitled to Free School Meals, are of Gypsy Roma Traveller heritage.
- 2.3 Through regular attendance, there is an expectation that all children should be accessing high quality learning and a curriculum which meets their needs. High levels of absence challenge that this expectation is being met. In agreeing school attendance as a partnership obsession for Leeds we recognised the need to do better. While the data presented in this report shows improvement it is likely that comparative performance at the secondary level while improved will remain poor. We therefore need

Agenda item 2a – Update on Children’s Services Obsessions – Improving School Attendance to revisit our approach, renewing our strategy and making clear partnership roles and expectations. Alongside this the notion of an

attendance service will change with functions being more embedded in targeted services within localities.

- 2.4 The good work in recent months at cluster levels involving the use of OBA techniques and improved targeting of support will continue to be built on. This will include evaluation of impact and sharing of good practice.
- 2.5 Nationally the definition of persistent absence is being lowered from missing 20% or more of school sessions to 15% or more. This will lead to a significant increase in the number of children and young people considered to be persistently absent. While raising challenges around resources it is consistent with an approach focused on early intervention and will inform the renewal of our strategy.

3.0 Establishing a new Leeds approach to improving school attendance

- 3.1 The vision for Leeds is to become a Child Friendly City, as well as being the best council. In order to achieve these ambitions, we must ensure that every child in Leeds is accessing educational opportunities and that our services effectively support children and families to mitigate those factors that may limit access.
- 3.2 This section revisits the background by which attendance is a Leeds Children’s Trust Obsession. This is intended to frame a renewal of our partnership strategy for improving school attendance and for addressing the causes that contribute to absence. This is a first step to developing an options appraisal of our future partnership approach to this obsession.

3.3 Context

- 2010 mid-year population estimates indicate that the 5-16 year old population in Leeds is 96,319. In terms of numbers on the roll of a maintained school in Leeds, the January 2011 school census recorded 93,179 children and young people in reception through to year 11.
- Between 2000/01 and 2009/10 the number of births in Leeds has increased by 35%, with 10,202 children born in 2009/10.
- While Leeds is overall less deprived than other large cities and average income is above regional averages, 23% of children and young people aged 0-16 (around 30,000) live in poverty
- The proportion of pupils in Leeds schools that are of Black and Minority Ethnic (BME) heritage has increased by more than 6 percentage points since 2005 to 22.5% of pupils in 2011. A higher proportion of primary than secondary pupils are of BME heritage. 14% of pupils have

Agenda item 2a – Update on Children’s Services Obsessions – Improving School Attendance
English as an Additional Language and over 170 languages are recorded as spoken in Leeds schools.

- Attainment against Key Stage measures in Leeds is generally in line or close to national, accepting that from being largely in line at age 11 some gaps do widen by the ages of 16 and 19. It is also often true that the gap between the Leeds average to national is narrower than the gap between priority groups to their peers nationally, for example young people not entitled to Free School Meals attain closer to their peers nationally than those who are entitled.
- The percentage of 16-18 year olds that are not in education, employment or training (NEET) has fallen from 10.0% in 2007/08 to 8.3% in 2010/11 (based on November to January averages).

3.4 School Attendance

- While Leeds has seen good reductions in secondary persistent absence with over 1,000 fewer young people persistently absent in 2010/11 compared to 2007/08, there were 2733 years 7-11 pupils persistently absent from school during 2010/11. (Provisional half term 1-4 based on attending less than 80% of schools sessions.)
- In 2010 Leeds ranked in the bottom 10 authorities for secondary attendance level, unauthorised absence levels and persistent absence levels.
- There is a clear relationship between attendance and attainment. For the years 2008 to 2010 above 60% of the pupils who attended 95% or more of school sessions achieved 5 good GCSEs including English and maths; for the groups attending less than 80% of sessions around 10% achieved this standard each year.
- Analysis has shown that while 7% of year groups typically become NEET for those attending less than 80% of school sessions it is over a quarter who will be NEET and for those attending less than half of school sessions over a third will be NEET. (2007)
- Initial 2010/11 analysis of secondary persistent absence shows significant overrepresentation of FSM entitled children and young people, some over representation of SEN children and young people and a mixed picture with ethnic minorities. There is minimal gender difference.

3.5 Vision for Leeds

The vision for young people in Leeds is shaped by the overall vision for the city. Our Vision for 2030 is to be the best city in the UK.

By 2030, Leeds will be fair, open and welcoming. Leeds will be a place where everyone has an equal chance to live their life successfully and realise their potential. Leeds will embrace new ideas, involve local people, and welcome visitors and those who come here to live, work and learn.

By 2030, Leeds’ economy will be prosperous and sustainable. We will create a prosperous and sustainable economy, using our resources effectively. Leeds will be successful and well-connected offering a good standard of living.

By 2030, all Leeds’ communities will be successful. Our communities will thrive and people will be confident, skilled, enterprising, active and involved.

3.6 Vision for Children and Young People

Leeds Children’s Trust has set out a clear vision for children and young people as part of the overall vision to be the best city in the UK, and the best city for children.

Leeds will be a child-friendly city where the voices, needs and priorities of children and young people are heard and inform the way we make decisions and take action.

Our children will:

- be safe from harm;
- do well in learning progressing to further and higher levels so they have skills for life;
- choose healthy lifestyles;
- have fun growing up; and
- be active citizens who feel they have voice and influence.

3.7 The Leeds Education Challenge

The Leeds Education Challenge makes a city-wide pledge to ensure that successful schools are at the heart of a child friendly City. Leeds schools are at the heart of our vision for local responsive integrated services to children. The entire community; political, business, learning, third sector and public sector is committed to supporting Leeds schools to improve. As part of the Leeds Challenge the Leeds community has agreed to support five pledges, these represent challenging goals but with the support of the entire city Leeds can be successful. The first of these pledges is to ensure that: **Every child and young person of school age will be in school or in learning.** We will evidence this pledge by:

- reducing the unauthorised absence rate to 1% for secondary and 0.5% for primary in Leeds by 2015.
- fully implement the Raising of the Participation Age.

3.8 Vision for improving school attendance

The evidence tells us that non-attendance at school is mostly only one symptom of other, often complex, problems. As a children’s obsession Leeds has chosen an approach that aims to secure the commitment of all those who work with children and families to contribute to improving school attendance and therefore improving the life chances of young

Agenda item 2a – Update on Children’s Services Obsessions – Improving School Attendance people in the city. The responsibility for improving attendance and reducing persistent absence demands a multi-faceted response across the city. Improving attendance will be based on:

- strategies that have a strong evidence base of ‘what works’
- active partnership with young people and local communities
- the involvement of parents and families in promoting and supporting children and young people’s learning
- all partners taking responsibility to promote, encourage and support children and young people’s involvement in learning and their families support for learning
- the provision of learning responding to individual needs, such as those of young carers
- the clear role of schools and their relationship with children and young people and with parents and families
- universal and targeted support being available and delivered within localities including use of the Common Assessment Framework
- more specialist support being available, prioritised to those with greatest need and the most vulnerable
- that good levels of school attendance is a measure of success applied to work with children and young people wherever possible

In delivering the vision all partners will work within the Council values of:

- Working as a team for Leeds
- Being open, honest and trusted
- Working with communities
- Treating people fairly
- Spending money wisely

The Children’s Trust Board is asked to approve the above as a starting point for a partnership conversation on renewing our strategic approach to school attendance and developing options for making best use of our collective resources.

4.0 Story behind the baseline - 2010-11 Half Terms 1-4

4.1 Attendance information is formally reported based on school half terms, usually half terms 1-4 or 1-5. This information comes from termly school census returns. While half term 1-5 is the main national comparator it has significant delays with the summer term attendance data only collected in October School Census. Therefore half term 1-4 information is used in this report. Other operational sources of information are also available or are being developed in terms of sessional information and school half termly returns to the local authority.

4.2 Provisional data indicates that **attendance in primary schools** has improved in 2010/11. Attendance increased by 0.43% percentage points

Agenda item 2a – Update on Children’s Services Obsessions – Improving School Attendance (ppts). The increase in attendance was mainly achieved through a decrease in authorised absence, which went down 0.39%ppts, but unauthorised absence also fell by 0.04%ppts.

Half-term 1-4 primary attendance

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 94.30 | 94.24 | 94.36 |
| 2006/07 | 94.79 | 94.82 | 94.98 |
| 2007/08 | 94.67 | 94.74 | 94.88 |
| 2008/09 | 94.09 | 94.54 | 94.60 |
| 2009/10 | 94.26 | 94.66 | 94.72 |
| 2010/11* | 94.70 | | |

Source: DfE statistical first release; * provisional data from School Census

- 4.3 In relation to reasons for absence, there was a decrease in sessions lost due to illness in 2010/11. Absence due to religious observance rose from 0.14% of sessions in 2009/10 to 0.19% of sessions in 2010/11. Absence due to agreed family holidays continued to fall in 2010/11, however, there was a corresponding increase in non-agreed family holidays indicating that schools refusing to authorise holidays is not necessarily impacting on the decisions of parents to take holidays during term time. The greatest reduction was seen in absence due to ‘other authorised circumstances’, this could partly be due to the introduction of a new code this year allowing schools to mark children as attendance not required rather than authorised absence when they could not attend due to bad weather.
- 4.4 Persistent absence from primary schools fell in 2010/11, with 2.0% of pupils missing more than 20% of school. The number of persistent absentees fell by 19.5% from 1,187 for half-terms 1-4 in 2009/10 to 955 in half-terms 1-4 2010/11.
- 4.5 Attendance improved by 0.79%ppts in Leeds **secondary schools** in 2010/11. Both authorised and unauthorised absence improved, with authorised absence falling by 0.63%ppts and unauthorised absence falling by 0.16%ppts. While these are good improvements in the Leeds context performance is likely to remain below comparators.

Half-term 1-4 secondary attendance

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 90.58 | 91.76 | 91.67 |
| 2006/07 | 90.83 | 92.14 | 92.23 |
| 2007/08 | 91.51 | 92.70 | 92.87 |
| 2008/09 | 91.43 | 92.70 | 92.80 |
| 2009/10 | 91.60 | 93.16 | 93.18 |
| 2010/11* | 92.39 | | |

Source: DfE statistical first release; * provisional data from School Census

4.6 Changes in reasons for absence were similar to those occurring in primary schools. Absence due to illness fell, as did sessions lost due to medical/dental appointments in school time with absence due to religious observance increasing in 2010/11. The pattern of decreasing absence due to agreed family holidays, but increased absence due to non-agreed family holidays seen in primary schools was also evident in secondary schools. There was also a significant decrease in absence due to ‘other authorised reason’. Absence due to lateness, other unauthorised reason and no reason yet provided also fell in secondary schools.

4.7 Persistent absence fell in secondary schools in 2010/11 by 0.5%ppts. The actual number of persistent absentees missing 20% of school fell by 8.6% to 2,733. In 2009/10 2,989 secondary pupils had been persistently absent.

4.8 The following points highlight the characteristic of those secondary pupils who were persistently absent (PA) in 2010/11:

- Pupils eligible for free school meals are four times more likely to be PA than pupils that are not eligible. FSM eligible pupils make up half of the PA cohort, but only 20% of the total cohort of secondary pupils.
- PA increases with age, with levels of PA 4 times higher in year 11 than in year 7. Over a third of pupils that were PA in 2010/11 were in year 11.
- Overall, the level of PA for pupils of Black and Minority heritage is lower than for non-BME pupils. However, some ethnic groups have levels of PA significantly higher than the Leeds average. Pupils of mixed heritage, White Eastern European, Bangladeshi and traveller groups have above average levels of PA.
- Pupils with SEN are more likely to be PA, particularly those on School Action plus, a quarter of these pupils are PA.
- There is no significant difference in levels of PA between genders.

4.9 Further detail is provided in appendix 1.

5.0 Partnership Progress and Locality Working

5.1 Each cluster in the city has either already conducted, or is committed to undertaking, an Outcomes Based Accountability workshop in order to bring a wide range of partners, agencies and services to the table to address attendance and persistent absence.

5.2 From these workshops “Turning the Curve” activity plans have been produced. A consistent theme and commitment in these plans is to early intervention. The learning from these workshops will be shared across all partnerships and will be used to inform city-wide strategy and activity.

Agenda item 2a – Update on Children’s Services Obsessions – Improving School Attendance

- 5.3 There are a significant number of clusters who are developing best practice around support for attendance, and other indicators of vulnerability. For example, the Bramley cluster are already using the “Top 100” methodology to take a broad view of families in need and to allocate lead practitioners to best effect. Other clusters are developing multi-agency “Care and Support” meetings to deliver family support around a range of needs. Use of the Common Assessment Framework is being promoted.
- 5.4 The development of cross-cluster policies around attendance is helping to enhance consistency both in practice and in the messages about good attendance that are understood by parents/carers.
- 5.5 Work with the Safer Schools partnerships is developing a locality based model for targeting truancy, this is shifting the focus from a city-centre dedicated service.
- 5.6 Area Inclusion Partnerships continue to deliver the broader partnership responsibilities for outcomes in behaviour and attendance where, in particular, successful Fair Access protocols and the management of exclusions between partnership schools and local models of behaviour provision support improvements in attendance.
- 5.7 The Leeds Education Challenge embeds the need to improve attendance to secure the highest levels of educational attainment for the children and young people of Leeds.

6.0 Areas for Partnership Development

- 6.1 The main area of partnership development is the renewal of our strategic approach as outlined in section 3. This will influence the reshaping of attendance functions both within the emerging Leeds City Council Children’s Services structure and the wider partnership. A review and options paper on the future delivery of attendance services is to be developed. This will be based on attendance at school being owned, resourced and delivered through local partnerships and clusters. This will be broader than a service review reflecting the whole partnership approach including the role of Area Inclusion Partnerships and clusters.
- 6.2 The Children’s Trust Board will play a key role in the accountability framework for the deployment of resource – particularly where funds or the management of resource has been devolved to the partnerships. It is envisioned that the Children’s Trust Board will support and challenge engagement by schools in both engagement with partnerships and the collection of pupil level sessional attendance data. This is particularly pertinent for the acceleration in the academies programme and the potential increase in the number of primary academies.

6.3 The data development agenda has been highlighted through the OBA activities. It is essential that timely attendance data is available, particularly at a partnership level. This is in order that those partnerships can demonstrate the impact that their interventions have had. This will involve improved central dissemination and responsive use of the information available within schools and clusters.

7.0 Policy Context

7.1 The coalition government removed the statutory requirement for schools to set absence targets, although good schools will continue to use targets as a driver for improvement. Therefore there is no requirement on any individual school, academy or trust to set a target which is then monitored by the local authority or central government. Information will be available to the public through the revised national school and college performance tables; overall attendance, unauthorised absence and persistent absence by school are proposed to be published as supporting information.

7.2 DfE have recently raised the threshold for persistent absence from 80% to 85%. This is an expression of the DfE belief in earlier intervention and presents challenges to schools and services as this increases the scope of the potential work required. This new threshold will be reported on and included in performance tables from October 2011. In terms of impact on the number of children and young people categorised as persistently absent:

- The total number of primary pupils with less than 80% attendance in Leeds during half terms 1-4 2010/11 was 955. However, when applying the new threshold this number increases to 2,624.
- At secondary level 5,285 (13.1%) pupils would be categorised as persistently absent using the new threshold.

It is not clear what, if any, central monitoring arrangements will be used to measure either individual school or whole authority performance around this indicator.

8.0 Next steps and recommendations

8.1 The Children’s Trust Board is recommended to:

1. Share partners’ perspectives on progress against this obsession.
2. Note provisional 2010/11 half term 1-4 attendance information.
3. Endorse the work being undertaken to develop a new shared approach for improving school attendance and support the development of an options paper on our future approach to attendance.

Agenda item 2a – Update on Children’s Services Obsessions – Improving School Attendance

4. Support the good initial work that has been undertaken in clusters and request that the next obsession report on attendance provides an update and assessment of impact.

5. Require individual agencies to share their experience of new approaches and to evaluate impact.

Background documents:

- Appendix 1 - Analysis of 2010/11 Half Term 1-4 data

Appendix 1

Provisional 2010/11 half-term 4 attendance analysis

Provisional attendance data is now available for half-terms 1-4 of the 2010/11 academic year, from the School Census. National and comparative data will not be available until October. The following analysis provides a summary of attendance and persistent absence in primary and secondary schools.

Primary Schools

Provisional data indicates that attendance in primary schools has improved in 2010/11. Attendance increased by 0.43%ppts. The increase in attendance was mainly achieved through a decrease in authorised absence, which went down 0.39%ppts, but unauthorised absence also fell by 0.04%ppts.

In relation to reasons for absence, there was a decrease in sessions lost due to illness in 2010/11. Absence due to religious observance rose from 0.14% of sessions in 2009/10 to 0.19% of sessions in 2010/11. Absence due to agreed family holidays continued to fall in 2010/11, however, there was a corresponding increase in non-agreed family holidays indicating that schools refusing to authorise holidays is not necessarily impacting on the decisions of parents to take holidays during term time. The greatest reduction was seen in absence due to ‘other authorised circumstances’, this could partly be due to the introduction of a new code this year allowing schools to mark children as attendance not required rather than authorised absence when they could not attend due to bad weather. Absence due to ‘other unauthorised reason’ also fell in 2010/11.

Half-term 1-4 primary attendance

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 94.30 | 94.24 | 94.36 |
| 2006/07 | 94.79 | 94.82 | 94.98 |
| 2007/08 | 94.67 | 94.74 | 94.88 |
| 2008/09 | 94.09 | 94.54 | 94.60 |
| 2009/10 | 94.26 | 94.66 | 94.72 |
| 2010/11* | 94.70 | | |

Source: DfE statistical first release; * provisional data from School Census

Half-term 1-4 primary authorised absence

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 5.26 | 5.30 | 5.22 |
| 2006/07 | 4.71 | 4.66 | 4.55 |
| 2007/08 | 4.76 | 4.69 | 4.62 |
| 2008/09 | 5.15 | 4.81 | 4.82 |
| 2009/10 | 4.88 | 4.67 | 4.66 |
| 2010/11* | 4.49 | | |

Source: DfE statistical first release; * provisional data from School Census

Half-term 1-4 primary unauthorised absence

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 0.44 | 0.46 | 0.43 |
| 2006/07 | 0.50 | 0.52 | 0.47 |
| 2007/08 | 0.57 | 0.57 | 0.50 |
| 2008/09 | 0.75 | 0.65 | 0.58 |
| 2009/10 | 0.85 | 0.68 | 0.62 |
| 2010/11* | 0.81 | | |

Source: DfE statistical first release; * provisional data from School Census

Percentage of total possible sessions lost due to each reason for absence in primary schools (half-terms 1-4)

| Reason for absence | 2009/10 | 2010/11 |
|--------------------------------|---------|---------|
| Authorised absence | | |
| Illness | 3.19 | 3.12 |
| Medical/Dental appointments | 0.26 | 0.25 |
| Religious observance | 0.14 | 0.19 |
| Study leave | 0.00 | 0.00 |
| Traveller absence | 0.01 | 0.02 |
| Agreed family holiday | 0.57 | 0.54 |
| Agreed extended family holiday | 0.03 | 0.03 |
| Excluded | 0.01 | 0.01 |
| Other authorised reason | 0.66 | 0.32 |
| Unauthorised absence | | |
| Not agreed family holiday | 0.12 | 0.19 |
| Arrived after registers closed | 0.08 | 0.08 |
| Other unauthorised reason | 0.49 | 0.42 |
| No reason yet provided | 0.16 | 0.13 |

Source: School Census

Persistent absence from primary school also fell in 2010/11, with 2.0% of pupils missing more than 20% of school. The number of persistent absentees fell by 19.5% from 1,187 for half-terms 1-4 in 2009/10 to 955 in half-terms 1-4 2010/11. The DfE has recently changed the definition of persistent absence and a pupil is now classed as persistently absent if they miss more than 15% of school during the year. Provisional data for 2010/11 indicates that 2,624 (5.4%) pupils met this threshold in Leeds primary schools.

Persistent absence in primary schools (half-term 1-4)

| | Leeds number of PA | Leeds % PA | National % PA | Statistical neighbour average % PA |
|----------|--------------------|------------|---------------|------------------------------------|
| 2007/08 | 1323 | 2.8 | 2.4 | 2.3 |
| 2008/09 | 1380 | 2.9 | 2.2 | 2.2 |
| 2009/10 | 1187 | 2.5 | 1.8 | 1.8 |
| 2010/11* | 955 | 2.0 | | |

Source: DfE statistical first release; * provisional data from School Census

Secondary Schools

Attendance also improved in Leeds secondary schools in 2010/11, increasing by 0.79%ppts. Both authorised and unauthorised absence improved, with authorised absence falling by 0.63%ppts and unauthorised absence falling by 0.16%ppts. Absence due to illness fell, as did sessions lost due to medical/dental appointments in school time. As in primary schools, absence due to religious observance increased in 2010/11. The same pattern of decreasing absence due to agreed family holidays, but increased absence due to non-agreed family holidays was also seen in secondary schools. There was also a significant decrease in absence due to ‘other authorised reason’ which could be partially due to the use of the ‘Y’ code. Absence due to lateness, other unauthorised reason and no reason yet provided also fell in secondary schools.

Half-term 1-4 secondary attendance

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 90.58 | 91.76 | 91.67 |
| 2006/07 | 90.83 | 92.14 | 92.23 |
| 2007/08 | 91.51 | 92.70 | 92.87 |
| 2008/09 | 91.43 | 92.70 | 92.80 |
| 2009/10 | 91.60 | 93.16 | 93.18 |
| 2010/11* | 92.39 | | |

Source: DfE statistical first release; * provisional data from School Census

Half-term 1-4 secondary authorised absence

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 7.09 | 6.82 | 6.73 |
| 2006/07 | 6.55 | 6.36 | 6.14 |
| 2007/08 | 6.10 | 5.86 | 5.69 |
| 2008/09 | 5.93 | 5.81 | 5.69 |
| 2009/10 | 5.78 | 5.44 | 5.34 |
| 2010/11* | 5.15 | | |

Source: DfE statistical first release; * provisional data from School Census

Half-term 1-4 secondary unauthorised absence

| | Leeds | National | Statistical Neighbour Average |
|----------|-------|----------|-------------------------------|
| 2005/06 | 2.33 | 1.42 | 1.60 |
| 2006/07 | 2.63 | 1.50 | 1.62 |
| 2007/08 | 2.39 | 1.43 | 1.44 |
| 2008/09 | 2.64 | 1.47 | 1.51 |
| 2009/10 | 2.62 | 1.40 | 1.48 |
| 2010/11* | 2.46 | | |

Source: DfE statistical first release; * provisional data from School Census

Percentage of total possible sessions lost due to each reason for absence in secondary schools (half-terms 1-4)

| Reason for absence | 2009/10 | 2010/11 |
|--------------------------------|---------|---------|
| Authorised absence | | |
| Illness | 3.97 | 3.64 |
| Medical/Dental appointments | 0.42 | 0.39 |
| Religious observance | 0.10 | 0.15 |
| Study leave | 0.02 | 0.01 |
| Traveller absence | 0.01 | 0.00 |
| Agreed family holiday | 0.24 | 0.19 |
| Agreed extended family holiday | 0.00 | 0.00 |
| Excluded | 0.22 | 0.19 |
| Other authorised reason | 0.82 | 0.57 |
| Unauthorised absence | | |
| Not agreed family holiday | 0.18 | 0.25 |
| Arrived after registers closed | 0.12 | 0.09 |
| Other unauthorised reason | 1.99 | 1.86 |
| No reason yet provided | 0.34 | 0.26 |

Source: School Census

Persistent absence fell in secondary schools in 2010/11, by 0.5%ppts, the number of persistent absentees missing 20% of school fell by 8.6% to 2,733. Under the new definition of persistent absence (missing 15% of school), 5,285 (13.1%) pupils in secondary schools were persistently absent.

Persistent absence in secondary schools (half-term 1-4)

| | Leeds number of PA | Leeds % PA | National % PA | Statistical neighbour average % PA |
|----------|--------------------|------------|---------------|------------------------------------|
| 2007/08 | 3814 | 9.2 | 6.4 | 6.4 |
| 2008/09 | 3322 | 8.5 | 5.7 | 5.9 |
| 2009/10 | 2989 | 7.4 | 4.5 | 4.7 |
| 2010/11* | 2733 | 6.9 | | |

Source: DfE statistical first release; * provisional data from School Census

Make up of secondary persistent absence cohort

In half-terms 1-4 of 2010/11 there were 2733 (6.9%) pupils that were persistently absent (missed 20% of school) from Leeds secondary schools. Certain pupil groups are more likely to be persistently absent and the level of PA for pupil groups and the proportion of the PA cohort that they constitute are shown in the table below.

- PA increases with age, with levels of PA 4 times higher in year 11 than in year 7. Over a third of pupils that were PA in 2010/11 were in year 11.
- There is no significant difference in levels of PA between genders.
- Pupils eligible for free school meals are four times more likely to be PA than pupils that are not eligible. FSM eligible pupils make up half of the PA cohort, but only 20% of the total cohort of secondary pupils.

- Pupils with SEN are more likely to be PA, particularly those on School Action plus, a quarter of these pupils are PA.
- Overall, the level of PA for pupils of Black and Minority heritage is lower than for non-BME pupils. However, some ethnic groups have levels of PA significantly higher than the Leeds average. Pupils of mixed heritage, White Eastern European, Bangladeshi and traveller groups have above average levels of PA.

2010/11 persistent absence by pupil group

| | Number of PA | % PA | % of PA cohort |
|-------------------------------------|--------------|------|----------------|
| All pupils | 2733 | 6.9 | 100.0 |
| <i>Year group</i> | | | |
| Year 7 | 222 | 2.8 | 8.1 |
| Year 8 | 336 | 4.3 | 12.3 |
| Year 9 | 540 | 6.8 | 19.8 |
| Year 10 | 654 | 8.1 | 23.9 |
| Year 11 | 981 | 12.3 | 35.9 |
| <i>Gender</i> | | | |
| Female | 1381 | 7.1 | 50.5 |
| Male | 1352 | 6.7 | 49.5 |
| <i>Free school meal eligibility</i> | | | |
| Not eligible | 1376 | 4.3 | 50.3 |
| Eligible | 1357 | 17.5 | 49.7 |
| <i>Special Education Needs</i> | | | |
| No SEN | 1302 | 4.2 | 47.6 |
| School Action | 755 | 12.6 | 27.6 |
| School Action plus | 614 | 27.3 | 22.5 |
| Statement of SEN | 61 | 10.9 | 2.2 |
| <i>Ethnicity</i> | | | |
| BME | 492 | 6.3 | 18.0 |
| Non BME | 2224 | 7.0 | 81.4 |

2010/11 persistent absence by ethnicity

| | Number of PA | % PA | % of PA cohort |
|-------------------------------|--------------|------|----------------|
| <i>Asian or Asian British</i> | | | |
| Bangladeshi | 31 | 7.9 | 1.1 |
| Indian | 12 | 1.6 | 0.4 |
| Kashmiri Other | 2 | 5.3 | 0.1 |
| Kashmiri Pakistani | 41 | 5.7 | 1.5 |
| Other Pakistani | 72 | 5.4 | 2.6 |
| Other Asian | 20 | 4.2 | 0.7 |
| <i>Black or Black British</i> | | | |
| Black African | 23 | 2.1 | 0.8 |
| Black Caribbean | 27 | 5.4 | 1.0 |
| Other Black Background | 17 | 6.5 | 0.6 |

| | | | |
|---------------------------------|------|------|------|
| <i>Mixed Heritage</i> | | | |
| Mixed Asian and White | 24 | 7.4 | 0.9 |
| Mixed Black African and White | 9 | 7.6 | 0.3 |
| Mixed Black Caribbean and White | 70 | 10.2 | 2.6 |
| Other Mixed Background | 41 | 9.3 | 1.5 |
| <i>Chinese or other</i> | | | |
| Chinese | 0 | 0.0 | 0.0 |
| Other Ethnic group | 21 | 7.0 | 0.8 |
| <i>White</i> | | | |
| White British | 2142 | 6.9 | 78.4 |
| White Irish | 10 | 6.8 | 0.4 |
| Other White Background | 20 | 10.0 | 0.7 |
| White Western European | 0 | 0.0 | 0.0 |
| White Eastern European | 52 | 15.1 | 1.9 |
| <i>Traveller Groups</i> | | | |
| Traveller Irish Heritage | 20 | 69.0 | 0.7 |
| Gypsy Roma | 62 | 47.3 | 2.3 |

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Attendance OBA events reoccurring outputs and suggestions

Data development

1. Knowing the names of children/families who are absent at a local level so that they can be targeted.
2. Improving 'coding' of attendance data / breaking down data – ie sickness type / the months in which holidays are taken etc.
3. Improving the quality of attendance data and recording and or improving confidence in attendance data.
4. Identifying indicators of non attendance early – i.e. through health appointments and at children's centres.
5. Identifying trends for non attendance in families.

Best ideas – what works best - ideas that regularly came up

1. Early intervention – ie through children's centres.
2. Taking a consistent approach to attendance eg treating non attendance at a health visitor appointment in the same way as a school. Also identifying trends early – ie in non attendance at HV apps as a precursor for non attendance at school and addressing this as an attendance issue.
3. Incentivise attendance (for children/young people and their parents – engage local businesses in doing this).
4. Information sharing – between settings/providers/agencies.
5. Targeting families early when there are indications of low / or when siblings have been low attendees.
6. Ensure the accurate and detailed recording of data – if this is already happening then we need to communicate this.
7. Ensure seamless transitions (ie children Centres to primary, primary to secondary, transfer of info from health etc).
8. Cluster (city) wide policy on attendance – encompassing health, children's centres, schools.
9. Closer working with the police/PCSOs – door knocking / truancy patrols/ early response
10. Using the school nurse to work with children / families where illness is a recurring problem
11. Implementing an agreement between schools (high school and primary) regarding school holiday dates including training days – at cluster level if not city wide.
12. Walking buses for children who are often late
13. Need for an integrated multi-agency early intervention response
14. Become better at engaging parents in school – open events, back to school days, open door policy, children's centres helping with the transfer from CC to primary school

15. Engaging parents generally in the agenda – helping them understand the importance of attendance.

Good or initiative ideas / off the wall ideas

- Set up contract with family when a child starts school and then develop policy around attendance and follow up on non attendance
- Use of technology – texting young people to get them out of bed
- Developing pride in the local area and the local school
- More use of Peer Support
- Change the patterns of school holidays to better suit parents needs

Government changes definition of persistent absence to deal with reality of pupil absenteeism in schools

Press notice

Press notice date: 12 July 2011

Updated: 12 July 2011

- Over 430,000 children miss a month of school lessons a year
- Government to change definition of persistent absence in school performance tables from 20 per cent to 15 per cent absenteeism

The Department for Education is changing the definition of “persistent absence” to deal with the reality of pupil absenteeism in schools and its impact on their learning.

Latest figures show that while 184,000 pupils miss 20 per cent of lessons, more than 430,000 pupils miss 15 per cent of lessons a year – the equivalent of having a month off school a year.

The Department is reducing the threshold at which a pupil is defined as “persistently absent” to 15 per cent, down from 20 per cent now. Some schools tend to take action to intervene when pupils near the persistently absent threshold, but nearing 20 per cent is too late. Lowering the threshold will ensure that schools take action sooner to deal with absence. Ministers will continue to look at the possibility of further lowering the threshold over time.

The new threshold will be published in statistical releases from October 2011 onwards, with the old threshold being published alongside it. In addition, the Department for Education will also be releasing national figures showing the numbers of pupils who miss 12.5, 10 and five per cent of lessons, although we recognise that pupils could reach this level with relatively minor illnesses.

Ofsted will continue to take into account the number of pupils over the ‘persistently absent’ threshold when looking at a school’s performance on attendance. They will explore ways of taking this new threshold into account in the 2012 framework, which is due to come into effect from January 2012.

Persistent absence is a serious problem for pupils. Much of the work children miss when they are off school is never made up, leaving these pupils at a considerable disadvantage for the remainder of their school career. There is also clear evidence of a link between poor attendance at school and low levels of achievement:

- Of pupils who miss more than 50 per cent of school, only three per cent manage to achieve five A* to Cs including English and maths.
- Of pupils who miss between 10 per cent and 20 per cent of school, only 35 per cent manage to achieve five A* to C GCSEs including English and maths.
- Of pupils who miss less than five per cent of school, 73 per cent achieve five A* to Cs including English and maths.

Charlie Taylor, the Government’s expert adviser on behaviour in schools, said:

As a teacher, I know how the poor attendance of pupils can disrupt their own learning and that of other pupils. Quickly these children begin to fall behind their friends and often fail to fill in gaps in their skills or knowledge – sometimes in basics like reading or writing.

Over time these pupils can become bored and disillusioned with education. These pupils are lost to the system, and can fall into anti-social behaviour and crime. That is why it is vital schools tackle absenteeism.

Schools Minister Nick Gibb said:

We know that children who are absent for substantial parts of their education fall behind their friends and struggle to catch up. By changing the threshold on persistent absence, we are encouraging schools to crack down on persistent absenteeism.

We will be setting out over the coming months stronger powers for schools to use if they wish to send a clear message to parents that persistent absence is unacceptable.

In secondary schools there has been consistent progress made to improve pupils' attendance and over the last four years absence rates have been falling. However, in primary schools the picture is not so positive. Whilst the overall rates of absence and persistent absence are lower than in secondary schools, the rates of absence in primary schools have not shown the steady improvement seen in secondary schools.

Primary schools seem to be more reluctant to challenge poor attendance than secondary schools. On average, they allow twice the amount of time off for holidays than secondary schools do. Evidence shows that pupils who are persistently absent in secondary schools have had poor attendance levels in primary school.

Ofsted allows for flexibility around the inspection of attendance and the individual circumstances of pupils with good reason to be off school will not affect the final judgement. For example, there are pupils who are off school for long periods of time for medical reasons and it is important that the government is not being seen to be heavy handed with these families going through difficult times. Nor should schools be penalised for the absence of genuinely sick children.

Notes for editors

1. Department for Education [analysis of persistent absence data](#).
2. The latest annual Pupil Absence in Schools in England statistics are available on [the research and statistics gateway](#).

Reducing absence – ensuring schools intervene earlier

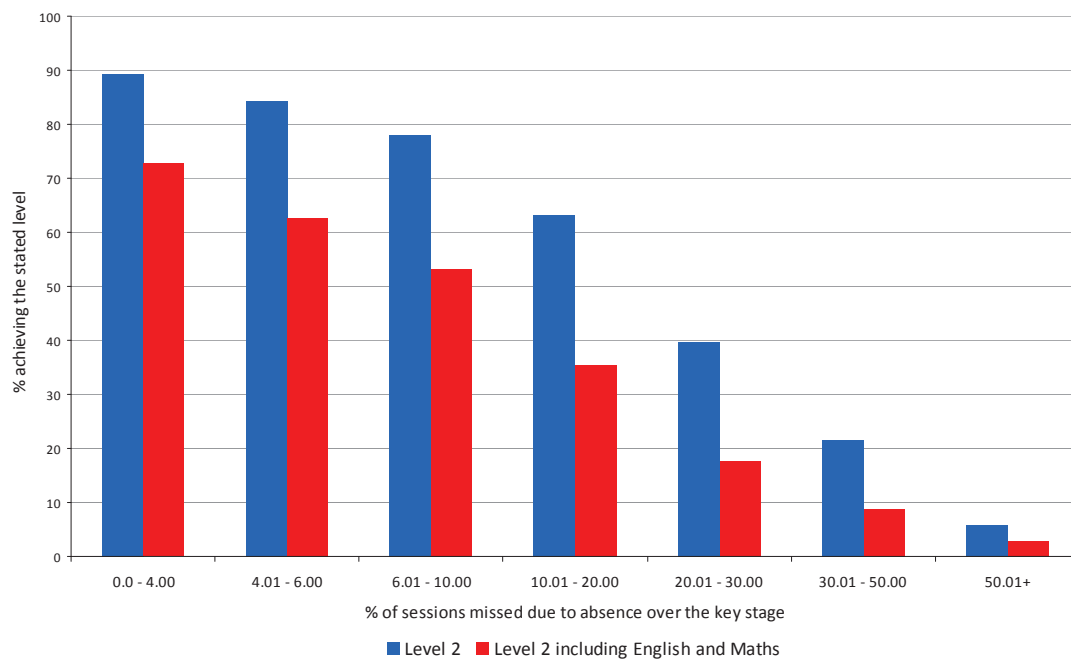
Pupil absence means falling results

The poor attendance of a number of pupils can disrupt their own learning and that of other pupils. These children quickly begin to fall behind their peers and often never fully catch up with gaps in their skills or knowledge. Over time these pupils become bored and disillusioned with education and by years 10 and year 11 they are lost to the system. These pupils are the most likely to become 'Not in Education, Employment or Training' (NEET) when they leave school and easily fall into anti-social behaviour and crime.

Not surprisingly there is a clear link between poor attendance at school and low levels of achievement. Of pupils who miss more than 50 per cent of school only three per cent manage to achieve five A* to Cs including English and maths. Of pupils who miss between 10 per cent and 20 per cent of school, only 35 per cent manage to achieve five A* to C GCSEs including English and maths.

This compares to 73 per cent of pupils with over 95 per cent attendance achieving five A* to Cs including maths. In 2010, the national average for attendance across all schools was 94 per cent.

Percentage of pupils achieving level 2 at Key Stage 4 in 2010 by overall absence



The scale of the problem

In recent years progress has been made in reducing truancy, particularly in secondary schools. However there are still major issues with the number of children who are absent from school.

Currently the Government publishes data on how many children are absent for 20 per cent of school in a year – i.e. absent for 32 school days. There are 175,718 children (47,510 at primary and 128,208 at secondary) who are absent for this length of time. Out of a school population of six million children this does not seem like a huge amount.

However, the number of children who are absent for slightly smaller percentages – 15 and 10 per cent – of school is dramatically higher. There are nearly half a million children who miss 15 per cent of school – 23 days. And over a million children who miss 10 per cent of school – three weeks.

| | Persistent Absentee threshold | | | | | | | |
|-------------|--|------|------------------------|------|--------------------------|------|------------------------|------|
| | Current threshold (64 sessions around 20%) | | 46 sessions around 15% | | 38 sessions around 12.5% | | 30 sessions around 10% | |
| | No. of enrolments | % | No. of enrolments | % | No. of enrolments | % | No. of enrolments | % |
| Primary | 47,510 | 1.4 | 148,411 | 4.4 | 259,911 | 7.7 | 462,301 | 13.7 |
| Secondary | 128,208 | 4.4 | 271,226 | 9.2 | 401,163 | 13.7 | 613,201 | 20.9 |
| Special | 8,300 | 10.5 | 13,492 | 17.1 | 17,432 | 22.1 | 23,229 | 29.5 |
| All Schools | 184,018 | 2.9 | 433,129 | 6.8 | 678,506 | 10.6 | 1,098,731 | 17.2 |

Of course some of these children will be pupils with long-term sickness. But many will also be children who can and should be in schools. Much of the work children miss will never be made up and they will be left at a considerable disadvantage for the remainder of their school career. Not being in school means their education and life chances are being damaged.

Ensuring schools intervene earlier – lowering the persistence absence threshold

Currently children who miss 20 per cent – just over six weeks – of their education are deemed to be Persistently Absent (PA). PA data for each school is published twice a year and when Ofsted come to inspect they will look closely at what the school has done to improve the attendance of PA pupils. Good schools intervene and start speaking to parents before a child nears the persistent absence threshold of 20 per cent. But many only start looking seriously at the attendance of pupils when they are nearing this threshold.

There is clear evidence to show that pupils who are persistently absent in secondary schools have had poor attendance levels in primary school. Once a child has begun to play truant regularly, it becomes increasingly hard for parents to get them back into school.

Primary schools seem to be more reluctant to challenge poor attendance than secondary schools with the result that some families get into bad habits around getting their children into school regularly. Primary schools allow twice

the amount of time off for holidays that secondary schools do. Often secondary schools have a battle with parents to convince them that having a two week break every summer term is not an automatic right.

The message can be inadvertently given to parents that attendance at primary school is not as important as it is at secondary school. However, pupils who miss out on learning the basic skills at primary school will find it hard to catch up, particularly in the subjects like maths where the learning is incremental and gaps in understanding mean the pupil will struggle to get on to the next stage. 20 per cent of pupils leave primary school unable to read properly and these pupils usually fail to achieve five good passes at GCSE.

Improving attendance in our primary schools, particularly of those pupils who miss a lot of school, will lead to a reduction in pupils becoming irredeemably PA at secondary school.

There is no doubt that earlier intervention with families who tolerate low levels of attendance will address these patterns and prevent the children becoming disengaged from school.

Therefore we will reduce the threshold for persistent absence from 20 per cent to 15 per cent. Schools tend to take action to intervene when pupils near the persistently absent threshold, but nearing 20 per cent is too late. Lowering the threshold will ensure that schools take action sooner to deal with absence. Ministers will continue to look at the possibility of further lowering the threshold over time.

Pupils with long-term sickness

Of course there are pupils who are off school for long periods of time for medical reasons and it is important that the government is not being seen to be heavy handed with these families going through difficult times. Nor should schools be penalised for the absence of genuinely sick children.

Ofsted allows for flexibility around the inspection of attendance and the individual circumstances of pupils with good reason to be off school will not affect the final judgement.

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“School attendance cannot be separated out from other aspects of the child’s life.”

What practitioners told us

- The **main reasons** for persistent absence given by questionnaire respondents are: home, family, or social issues; parents; and disaffection or boredom.
- **Students in certain ‘groups’**, such as looked after children or young carers, have particular issues around persistent absence. There are issues for some black and minority ethnic students resulting from racism and stereotyping. However, analysis of persistent absence by ethnic group suggests that this **is** of generalisation is not necessarily helpful, as **there** is significant variation between groups. The **scope** of this project has not allowed for a detailed **explorer** research or consultation is needed to examine the issues in more detail.
- **Individual or group support**, and **personalised learning** or lesson improvements, are needed to help persistent absentees improve their attendance.
- **Parents and carers** of persistent absentees would benefit from individual support.
- The capacity to provide support to parents, and partnership work with other agencies, are the sort of **support schools might need** to tackle the issue of persistent absence.
- Parent or family support or intervention, student support, and multi-agency work, are the **most effective interventions** in reducing persistent absence.
- **Key success factors** in particular interventions include: students being given individual attention and having their needs met; different approaches to learning; the relationship with staff; a less formal environment and approach; and a multi-agency aspect.
- **Multi-agency working**, in conjunction with the whole-school approach and ownership, is key in tackling persistent absence, rather than it being seen as an issue only for education staff or members of the attendance strategy team. In some cases, practitioners find it difficult to engage other agencies. The CAF (Common Assessment Framework) is seen as a potentially useful tool.

For more information about the research, or for a copy of the full report, please contact:

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Phone: 0113 395 1351 Email: educ.lead@educationleads.co.uk

Report author: Kate James. Research carried out in partnership with the attendance strategy team. Copyright © 2008 Education Leads.

Key recommendations

- Improve partnership working to support young people and their parents or carers to address the wide range of issues which can lie behind persistent absence. This will also mean that education and attendance strategy team staff are not dealing with complex needs without specialist input.
- Develop a strategy for each agency that sets out what they will do to reduce persistent absence.
- Make sure that persistently absent students or those at risk of persistent absence have the opportunity for individual support or to talk to someone in confidence. The nature of support offered should be clearly explained in order to help young people engage with it.
- Increase the level of early multi-agency intervention to prevent persistent absence.
- Identify different ways of learning and achieving for students who may not respond to existing teaching methods, and find ways of personalising the curriculum and providing individual support with learning.
- Give more help to young carers, including extra support and practical measures such as allowing access to a phone while at school.
- Carry out further work to identify and address issues for specific pupil groups.

Education Leads

Attendance strategy persistent absence research report Executive Summary

‘Just a symptom of confusing lives’

“Persistent absent pupils often have many other issues – non-attendance at school is just a symptom.”
Practitioner

“Everyone tells you different things at one time – we have confusing lives.”
Young person



Children Leads

Education Leads

Background

A persistent absentee is a student who misses at least a fifth of the available sessions in a school for any reason or combination of reasons. If more than nine per cent of students at a school are persistent absentees, then the school is classified as a persistent absence target school. There are currently 18 target schools in Leeds, making Leeds one of more than 50 DCSF target local authorities in the country. In the autumn and spring terms of the 2006/07 academic year, there were 4,055 (9.8 per cent) pupils in Leeds secondary schools who were persistent absentees. Analysis has shown that persistent absentees attain significantly less than those with better attendance.

We carried out research to explore the reasons for persistent absence and what interventions might help to address it.

There are many potential reasons for persistent absence, including illness, holidays, and exclusion.

The research focuses on absence which cannot necessarily be explained using these specific categories, and where absence is not due to something outside the direct control of the family. The main focus of the research is on disengagement and disaffection, which may be linked with a complex set of factors, including some of those listed above.

The findings from this research will inform the development of a children's services attendance strategy. This executive summary highlights the key findings and recommendations of the research.

Methodology

The following methods were used to gather data.

- Interviews with key practitioners (51 meetings).
- Questionnaire circulated to schools and key agencies (56 responses).
- Interviews and focus groups with 54 young people.
- Interviews and a focus group with 22 parents/carers.

What young people told us

- **Key factors in absence** are problems at home and with parents, and issues with the curriculum and lessons. Bullying is also a factor.
- **Young carers** face particular issues. The young carers we consulted made several suggestions which could help them to improve their attendance.
- **Activities when absent** from school include: socialising with friends; using drugs or alcohol; offending; staying in bed late; and caring for a family member.
- **They do not feel that it is fair to punish parents** for their child's absence.
- Individual support from attendance improvement officers; attending appropriate alternative education provision; influence of friends; and realising the importance of school, can **improve attendance**. Whether parental action makes a

difference to attendance depends on the relationship between the young person and their parents.

- **Schools do not ask** them about why they have been absent in a way they feel comfortable responding to.

- It is important for them to be able to **confide in someone** at or outside school about their issues. However, there are issues around young people accessing and accepting the support that is available, because they may not fully understand what it involves, and may have concerns about the possible implications of disclosing personal information to someone in authority.

- Many of the young people have **clear aspirations** for the future, but others express **disaffection** and do not always see the relevance of school. Some said their parents or carers have a negative attitude towards education.

What parents and carers told us

- **Problems at home** can impact on school attendance.
- Their **own experiences of education** are mixed. Several had poor attendance themselves, or had not liked school. However, overall they are keen for their own children to attend school.
- Most were **claiming benefits or on a low income**, and several mentioned financial difficulties. Analysis of attendance data indicates that there is a link between low income and persistent absence. 23.7 per cent of students eligible for free school meals in 2005/06 were persistent absentees, compared with 10 per cent of the total secondary school population.
- Participants for whom **English was an additional language** have experienced communication difficulties with school.

- They have had mixed experiences of **school intervention and support**. Some feel that more support could have been offered, whereas others feel that support, such as from attendance improvement officers, had helped improve their child's attendance.

- Talking about an attendance improvement officer, one parent said: "She was really good, she asked me if there were any problems, and we worked out things we could do."

“Your head's just full of things that worry you.”

“I'll take anything.”

Parent talking about support.

Scrutiny Statement

Attendance

Scrutiny Board (Children's Services)
March 2010



Introduction and Scope

Introduction

1. The Children's Services Scrutiny Board originally identified school attendance as a key area on which it wished to undertake some work at the start of the 2008/9 municipal year.
2. Levels of school attendance in Leeds have been a cause for concern for a number of years. Although progress has been made, and the gap between attendance levels in Leeds and nationally has reduced, the issue remains a priority area for improvement.
3. As a result the Scrutiny Board appointed a small working group to consider current performance and strategies in relation to school attendance, and to determine whether the Board should carry out any further work.
4. The working group met in April 2009 and subsequently reported back to the full Scrutiny Board, where it was agreed to receive a further report on the progress of the Attendance Strategy and development of the Behaviour and Attendance Partnership by the end of the calendar year.
5. This further meeting took place in November 2009. The working group's findings, which were endorsed by the full Scrutiny Board, are presented below.



Conclusions and Recommendations

Persistent absence

6. One of the first things that we learned in carrying out this piece of work was that the focus in tackling attendance is increasingly directed towards reducing persistent absence – defined as those pupils who miss an average of at least a day per week of school.

7. The working group was made aware that historically school attendance had been measured and monitored using truancy levels (unauthorised absences). However, in more recent years there has been a shift in emphasis towards examining the level of persistent absence, which records levels of pupil non-attendance at 20% or more. It was highlighted that analysis has continued to demonstrate that persistent absentees attain significantly less than those with better attendance.

8. In the autumn and spring terms of 2006/7, 4,055 (9.8%) of secondary school pupils in Leeds were persistent absentees. This reduced to 7.9% in 2007/8. However attendance overall was still 2.5% below the national average.

9. It was outlined that the Department for Children, Schools and Families (DCSF) introduced national thresholds, above which a school would be classified as a persistent absence target school in 2007/08. The thresholds are:

- 2006/07 – 10%
- 2007/08 – 9%
- 2008/09 – 7%
- 2009/10 – 6.1%

The aim of these thresholds was to secure a trajectory for local authorities to achieve the national target of 5% by the end of 2011.

10. In 2007/8 there were 18 target secondary schools in Leeds and the levels of persistent absence in these schools fell by double the amount of the reduction seen in Leeds overall.

11. In 2008/9 there were 22 target secondary schools in Leeds, and the authority was classified as an intensive authority which would receive support from the DCSF. The Attendance Strategy team worked closely with other agencies to provide intensive targeted support and challenge to target persistent absence in secondary schools.

12. Primary school attendance levels in Leeds are only slightly below national levels. However persistent absence is also an emerging focus in the primary sector. In 2008/9 the DCSF introduced primary school persistent absence targets. 91 Leeds primary schools which had persistent absence rates above the national level of 2.4% were designated by the DCSF as target schools. The inclusion of primary target schools has increased pressure on resources. This was in the context of a total of 265 schools citywide.

13. It was reported that currently there were approximately 5,000 persistently absent pupils across the city. However, as part of the regular progress monitoring, in April 2009, 18 of the 22 targeted schools were showing positive performance in relation to reducing persistent absence.



Conclusions and Recommendations

14. Reference was made to the Attendance and Exclusion Annual Report 2007/08, with the following key points being highlighted:

- School attendance (primary and secondary) had improved by 0.2% – representing an additional 23,000 school days attended;
- Attendance in Leeds secondary schools was at its highest ever level, with the 0.71% improvement representing the largest single increase in any one year;
- Permanent exclusion rates had fallen by 69% since 2003/04;
- Fixed term exclusion rates had fallen by 38% since 2003/04.

Strategy development

15. At the time of the first working group meeting in April a new Attendance Strategy was being developed. We were told that it should be completed by the end of July 2009.

16. The importance of multi-agency working was stressed, to address the underlying reasons for persistent absence and bring about improvements in attendance.

17. It was reinforced that school attendance should not be considered in isolation from other factors that impact on pupils' learning. It was reported that Sir Alan Steer's Behaviour Review Interim report published in February 2009 emphasised the relationship between behaviour and attendance. Specifically, the report commented on:

- how school behaviour and attendance partnerships might be developed so as to maximise their effectiveness;

- the impact on pupil behaviour of consistently applied school policies on learning and teaching; and
- the links between behavioural standards, special educational needs (SEN) and disabilities.

18. The working group was advised that many secondary schools (nationally around 98%) currently participated in Behaviour and Attendance Partnerships on a voluntary basis. The existence and operation of such partnerships was to become mandatory through the Apprenticeships, Skills, Children and Learning Act, with a significant development being that all secondary schools (including academies) would be required to be part of such arrangements.

19. It was recognised that such partnerships were likely to have a key role in continuing to improve school attendance and help to identify and share best practice. The role and involvement of other partner agencies in maintaining a clear focus on pupil attendance was also recognised.

Managing irregular school attendance

20. Attendance Advisers make regular visits to high schools and review data, policy and practice using a variety of tools, and agree action plans for the school to tackle problems with persistent absence.

21. We learned about the 6-stage process used for managing attendance in Leeds. In recognising the importance of regular attendance at school, alongside the well-documented negative impact on attainment that can occur due to



Conclusions and Recommendations

persistent absence, the working group sought assurances over the timescales associated with each stage of the process. We were keen to ensure that all interventions were occurring in a timely fashion.

22. We also raised some concern that an ever widening brief, within the context of a fixed resource within the Attendance Strategy team, could have a negative impact on the effectiveness of the approach in recent years.

23. It was confirmed that careful targeting of resources (between primary and secondary schools) was key to the overall success of the Attendance Strategy team. It was also stressed that in order to maintain the success of recent years, it was essential that pupil attendance was taken seriously at a leadership level within a school.

The role of schools

24. The working group were reminded that it was important to recognise the significant role and responsibility of individual schools in promoting attendance. Approaches should include:

- Ensuring behaviour and attendance are school priorities;
- Targeting interventions, with a move towards more personalised learning;
- Engaging more with pupils' lives – recognising that poor attendance is often a symptom (rather than a cause) of wider issues;
- Providing a broad and varied curriculum (including an alternative curriculum).

25. However, it was recognised that while schools clearly had an important role some issues remained significant barriers for many schools across Leeds, including term-time holidays and, to a lesser extent, extended family holidays.

Areas for development

26. We noted that the 2007/8 annual attendance and exclusion report detailed priorities for the coming year. In addition to the issues already discussed, the following areas were highlighted:

- Work with School Improvement Partners (SIPs) to ensure all schools set aspirational targets for attendance and persistent absence;
- Explore with schools and Performance Management the possibility of collecting pupil level attendance data regularly at an area/cluster level in order to target multi-agency support at an earlier stage;
- Work with partners to establish local multi-agency panels with a clear remit of analysing pupil level data and targeting resource, and realign available resources to create multi-agency support teams;
- Identify Attendance Champions in all services to deliver improved outcomes;
- Develop local service referral and delivery models to meet the Children and Young People's Plan outcomes and priority 4 LILS – Locality working;
- Increased resources had been made available to support the Social and Emotional Aspects of Learning (SEAL) programme for primary schools with particular emphasis on schools with high levels of persistent absence;



Conclusions and Recommendations

- Further development of the National Programme for Specialist Leaders of Behaviour and Attendance (NPSLBA) to build capacity in the leadership of behaviour and attendance at school and local authority level.

Progress review – November 2009

27. The working group meeting in November received a brief written update on progress and key developments in relation to the Attendance Strategy since the previous meeting, as well as future plans for development.

28. We particularly noted that improving attendance and reducing persistent absence is a key priority in the new Children and Young People's Plan agreed in the summer of 2009.

29. We considered the revised Attendance Strategy which includes a pledge for partners to sign up to, in order to demonstrate their commitment and contribution to encouraging school attendance in Leeds.

30. We welcome this idea and we also strongly endorse the introduction to the Attendance Strategy which states:

“Given that the evidence clearly tells us that non-attendance at school is mostly only one symptom of other, often complex, problems, the Children's Services Attendance Strategy aims to secure the commitment of all those who work with children and families to contribute to improving school attendance and therefore improving the life chances of young people in the city. The responsibility for reducing persistent

absence from school cannot reside with one service and demands a multi-faceted response.”

31. The working group particularly welcomed the Attendance Strategy team's commitment to the Common Assessment Framework (CAF) process, with all Attendance Improvement Officers trained to use CAFs. We felt that this was particularly important as persistent absence could in some cases be related to a safeguarding issue.

32. We learned that persistent absence rates increased in the primary sector by 101, from 1,323 in 2007/8 to 1,424 in 2008/9.

33. In contrast 2008/9 saw a marked improvement in the levels of persistent absence rates in secondary schools where the rate fell by 28% from 4,625 in 2005/6 to 3,322 in 2008/9.

34. Despite this improvement more progress is needed at a faster pace in order to match national expectations and to meet our aspirations in Leeds.

35. We discussed the support available from the DCSF and the National Strategies Adviser. DCSF monitoring meetings include the sharing of good practice, for example Leeds were talking to Newcastle about their success with tracking of individual pupils. The National Strategies Adviser had also offered a full day 'deep dive' support session with individual schools to consider all aspects of the school's approach to attendance and school level data, in order to identify immediate and longer-term ideas for improvement. A number of schools have already taken up this offer.



Conclusions and Recommendations

36. One of the members of the working group, who is also the children's champion for his Area Committee, has already arranged a successful 'deep dive' session at the high school where he is a governor.

Holidays

37. The working group discussed term-time holidays and confirmed that Education Leeds is not in a position to impose a single policy on this issue, although the authority is clear that they are discouraged. Each school is responsible for setting and owning its own policy on considering requests and deciding whether these are recorded as authorised or unauthorised absence.

38. We noted that enforcement action has been taken in some cases of unauthorised term-time holidays including warning letters and penalty notices.

39. We also discussed extended leave. We were told that there is a policy on extended leave, for example to allow families to visit their home country. This includes agreeing a date for return to school. If a pupil fails to return within ten school days of the agreed date, then the school is entitled to remove the child from the school roll.

40. There is a specific DCSF code to be used in the register for extended leave, so that it can be identified in analysing the reasons for absence. We were told that extended leave does not have a major impact on attendance figures in Leeds.

41. We were also concerned about children missing education, who are not on the roll of any school and will not appear in persistent absence figures.

Parental engagement

42. We asked about the role of the home school contract that parents and pupils sign up to when a child starts at a school. We wondered whether these made reference to the importance of attendance, and also whether they were renewed during a pupil's time at school to reinforce expectations.

43. We discussed the impact of a school's approach to parental engagement and personalised learning for pupils on promoting attendance and tackling persistent absence. We felt that this was an area where good practice could usefully be shared.

44. We were also provided with data on the enforcement action taken by the Attendance Strategy team for the 2008/9 year, which included over 130 cases. 128 fines had been issued, 11 education supervision orders, two parenting orders, one community order and one custodial sentence had also resulted from this enforcement action, with a number of cases still ongoing at the end of the year.

Area Inclusion Partnerships

45. The Area Inclusion Partnerships were formed in 2008/9 to transform the previous Area Management Boards (No Child Left Behind) into new broader partnerships focused on the wider inclusion agenda. They also fulfil the



Conclusions and Recommendations

functions of the statutory Attendance and Behaviour Partnerships in each wedge.

46. The Area Inclusion Partnerships now oversee the adoption of local targets for reducing persistent absence as well as continuing to improve on their excellent track record of reducing exclusions across the city. We were pleased to note that the Attendance Strategy team is represented on all areas.

Recommendation 1 – That the Chief Executive of Education Leeds works with Area Inclusion Partnerships to ensure that attendance and behaviour targets are embedded in all area plans.

Examples of good practice

47. We heard about the success of the Well-being Panels, started in the south of the city. These are a partnership exercise with school health to help tackle the biggest reason for absence – illness (47.4% of absences in 2008/9). These panels have resulted in increased attendance, as well as increasing parental engagement, as often parents were unaware of the help available via school for their child's health needs.
48. We were also interested to learn about the success of the Horsforth and ESNW clusters in implementing a joint policy on holidays in term-time. This has ensured a consistent approach, particularly where parents and carers may have children attending more than one school. The schools in these clusters reduced the number of days lost to

holidays by 19.3% or 1,160.5 more days in school.

49. We welcomed the information that termly attendance leaders' networking days take place.

Recommendation 2 – That the Chief Executive of Education Leeds ensures that parents, schools and governors continue to be reminded that term time holidays are discouraged.

Recommendation 3 - That the Chief Executive of Education Leeds reports back to us on the range of mechanisms used to ensure that local and national good practice in tackling persistent absence is systematically disseminated and replicated across the authority.

Conclusion

50. We welcomed the progress being made in improving rates of school attendance and we were pleased to hear that the DCSF recognises many of the initiatives being employed in Leeds as best practice.
51. However we are concerned that attendance figures still remain stubbornly below national levels, indicating that there is still further work to be done by all concerned, in particular to stem the worrying rise in primary school persistent absence.



Conclusions and Recommendations

52. We will continue to track progress through our regular quarterly performance monitoring regime. We would also encourage all Children's Services Scrutiny Board members and all other councillors who are school governors to consider how their respective schools are addressing attendance.

Recommendation 4 – That the Chief Executive of Education Leeds ensures that all governors are reminded of the importance of focusing on attendance.

Recommendation 5 – That the Scrutiny Board's statement is circulated to all councillors who are school governors to encourage them to look at their own schools' approach to attendance management.



Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply.

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

Reports and Publications Submitted

- Executive summary 'Just a symptom of confusing lives' – Attendance strategy persistent absence research report 2008
- Attendance Strategy Team structure January 2009
- Attendance Strategy Team brief guide and leaflet for parents and carers
- Education Leeds 6 stage process for managing irregular school attendance
- 2008/09 quarter 3 performance information on attendance
- DCSF attendance data
- Extracts relating to attendance from Executive Board report dated 1 April 2009 on Joint Area Review/Annual Performance Assessment (JAR/APA) progress
- Attendance and exclusion report 2007/08
- Draft Attendance Strategy
- Attendance working group – progress report November 2009
- 2008/09 Attendance data for secondary schools
- Prosecutions data 2008/09
- Attendance and exclusions report 2008/09

Witnesses Heard

| | |
|----------------|---|
| Carol Jordan | Strategic Manager, Behaviour and Attendance, Education Leeds |
| Jane Hurst | Interim Head of Service, Behaviour and Attendance Strategy, Education Leeds |
| Sandra Pearson | Attendance Manager, Education Leeds |
| Jancis Andrew | Head of Service, Attendance Strategy Team, Education Leeds |

Working Group Members

| | |
|--------------------------------|--------------------------|
| Councillor William Hyde | Mr Tony Britten |
| Councillor Bob Gettings (part) | Mr Ian Falkingham (part) |
| Professor Peter Gosden | |

Dates of Scrutiny

21 April 2009
16 November 2009

**Scrutiny Board (Children's Services)
Attendance Statement
March 2010
Report author: Kate Arcscott**



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Report of the Head of Scrutiny and Member Development

Report to the Scrutiny Board (Children and Families)

Date: 10 November 2011

Subject: Review of Children’s Congenital Cardiac Services in England: Inquiry report

| | |
|--|---|
| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Not applicable Appendix number: Not applicable | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

Summary of main issues

1. On behalf of the 15 top-tier local authorities across Yorkshire and the Humber, the Joint Health Overview and Scrutiny Committee (HOSC) formed the statutory overview and scrutiny body that considered and responded to the Review of Children’s Congenital Cardiac Services in England and the associated reconfiguration proposals.
2. In considering the review and the proposals set out in the Safe and Sustainable Consultation Document: *A new vision for Children’s Congenital Heart Services in England (March 2011)*, the Joint HOSC considered a range of evidence and heard from a number of key stakeholders. This information is detailed in the final inquiry report.
3. In early October 2011, the Joint HOSC presented its consultation response to the proposals and issued a formal report to the Joint Committee of Primary Care Trusts (JCPCT) – the decision-making body – for consideration. A formal response to the Joint HOSC’s report should be received and available by mid-November 2011.
4. This report summarises the main issues identified by the Joint HOSC and the recommendations put forward to the JCPCT. It should be noted that, notwithstanding any response to the Joint HOSC’s report, a formal decision is not expected until mid-December 2011 at the earliest.

Recommendations

5. Members are asked to note the main issues and recommendations of the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber).

1.0 Purpose of this report

- 1.1 The purpose of this report is to summarise the main issues identified by the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) and the recommendations put forward to the JCPCT.
- 1.2 It should be noted that while a formal decision is not expected until mid-December 2011, a response to the Joint HOSC's report should be received and available by mid-November 2011.

2.0 Background information

2.2 in 2008 the NHS Medical Director requested a review of Children's Congenital Heart Services in England. The aim of the review was to develop and bring forward recommendations for a *Safe and Sustainable* national service that has:

- Better results in surgical centres with fewer deaths and complications following surgery
- Better, more accessible assessment services and follow up treatment delivered within regional and local networks
- Reduced waiting times and fewer cancelled operations
- Improved communication between parents/ guardians and all of the services in the network that see their child
- Better training for surgeons and their teams to ensure the service is sustainable for the future
- A trained workforce of experts in the care and treatment of children and young people with congenital heart disease
- Surgical centres at the forefront of modern working practices and new technologies that are leaders in research and development
- A network of specialist centres collaborating in research and clinical development, encouraging the sharing of knowledge across the network

2.3 On behalf of the ten Specialised Commissioning Groups in England, and their constituent local Primary Care Trusts, the Safe and Sustainable review team (at NHS Specialised Services) has managed the review process. This has involved:

- Engaging with partners across the country to understand what works well at the moment and what needs to be changed
- Developing standards – in partnership with the public, NHS staff and their associations – that surgical centres must meet in the future
- Developing a network model of care to help strengthen local cardiology services
- An independent expert panel assessment of each of the current surgical centres against the standards
- The consideration of a number of potential configuration options against other criteria including access, travel times and population.

2.4 At the Joint Committee of Primary Care Trusts (JCPCT) meeting held on 16 February 2011, the following recommendations and options for consultation were presented and agreed:

- Development of Congenital Heart Networks across England that would comprise all of the NHS services that provide care to children with Congenital Heart

Disease and their families, from antenatal screening through to the transition to adult services.

- Implementation of new clinical standards that must be met by all NHS hospitals designated to provide heart surgery for children
- Implementation of new systems for the analysis and reporting of mortality and morbidity data relating to treatments for children with Congenital Heart Disease.
- A reduction in the number of NHS hospitals in England that provide heart surgery for children from the current 11 hospitals to 6 or 7 hospitals in the belief that only larger surgical centres can achieve true quality and excellence.
- The options for the number and location of hospitals that provide children’s heart surgical services in the future are:

| | |
|---|--|
| <p>Option A: Seven surgical centres at:</p> <ul style="list-style-type: none"> • Freeman Hospital, Newcastle • Alder Hey Children’s Hospital, Liverpool • Glenfield Hospital, Leicester • Birmingham Children’s Hospital • Bristol Royal Hospital for Children • 2 centres in London¹ | <p>Option B: Seven surgical centres at:</p> <ul style="list-style-type: none"> • Freeman Hospital, Newcastle • Alder Hey Children’s Hospital, Liverpool • Birmingham Children’s Hospital • Bristol Royal Hospital for Children • Southampton General Hospital • 2 centres in London¹ |
| <p>Option C: Six surgical centres at:</p> <ul style="list-style-type: none"> • Freeman Hospital, Newcastle • Alder Hey Children’s Hospital, Liverpool • Birmingham Children’s Hospital • Bristol Royal Hospital for Children • 2 centres in London¹ | <p>Option D: Six surgical centres at:</p> <ul style="list-style-type: none"> • Leeds General Infirmary • Alder Hey Children’s Hospital, Liverpool • Birmingham Children’s Hospital • Bristol Royal Hospital for Children • 2 centres in London¹ |

2.5 Formal public consultation on the proposed changes took place between 1 March 2011 and 1 July 2011, while Health Overview and Scrutiny Committees (HOSCs) were given an extended deadline of 5 October 2011 to respond to the proposals.

2.6 In March 2011, a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) was formed as the statutory overview and scrutiny body to consider the proposals of the review and the potential impact on children and families across Yorkshire and the Humber.

3.0 Main issues

3.1 In early October 2011, the Joint HOSC presented its consultation response to the proposals and issued a formal report to the Joint Committee of Primary Care Trusts (JCPCT) – the decision-making body – for consideration. A copy of the full report is available on the Council’s website using the following link:

<http://www.leeds.gov.uk/files/Internet2007/2011/42/1%20review%20of%20children's%20congenital%20cardiac%20services%20-%20joint%20hosc%20final%20report.pdf>

¹ The preferred two London centres in the four options are Evelina Children’s Hospital and Great Ormond Street Hospital for Children

3.2 In considering the review and the proposals set out in the Safe and Sustainable Consultation Document: *A new vision for Children's Congenital Heart Services in England (March 2011)*, the Joint HOSC considered a range of evidence and heard from a number of key stakeholders. This information is detailed in the final inquiry report.

Summary of issues highlighted in the inquiry report

3.3 In summary, the view of the Joint HOSC is that any future model of designated paediatric congenital cardiac surgical centres that does not include a centre in Leeds will have a disproportionately negative impact on the children and families across Yorkshire and the Humber.

3.4 This view, as detailed in the full report, is specifically based on the evidence considered in relation to:

- Co-location of services;
- Caseloads;
- Population density;
- Vulnerable groups;
- Travel and access to services;
- Costs to the NHS
- The impact on children, families and friends;
- Established congenital cardiac networks;
- Adults with congenital cardiac disease;
- Views of the people of the Yorkshire and Humber region

3.5 While focusing on the needs of children and families across Yorkshire and the Humber and the retention of services in the region, the Joint HOSC also identified potential negative impacts of alternative proposals in other parts of the country. As such, and as detailed in the report, the Joint HOSC was mindful not to simply attempt to passport to other parts of the country the disproportionate disadvantages identified in three of the four service models presented (i.e. Options A-C).

3.6 The specific recommendations included in the final report and put forward to the JCPCT, are attached at Appendix 1.

Identified concerns

3.7 During the inquiry, the Joint HOSC identified some specific concerns in relation to the consultation process and the availability of a range of information. Specifically, the Joint HOSC highlighted concerns in relation to the availability of:

- The detailed breakdown of assessment scores for surgical centres produced by the Independent Expert Panel (chaired by Sir Ian Kennedy);
- A finalised Health Impact Assessment report;
- A detailed breakdown of information on the likely impacts on identified vulnerable groups across Yorkshire and the Humber referred to in the Health Impact Assessment (interim report);
- The Price Waterhouse Coopers report that tested the assumed patient travel flows under each of the four options presented for public consultation;

- Additional work undertaken around capacity across surgical centres;
- Detailed financial calculations and assumptions.

3.8 Members of the Joint HOSC also highlighted serious concern and disappointment with the JCPCT's general reluctance to adequately engage with the Joint HOSC during its inquiry.

3.9 It should be noted that, while a decision on the proposals is not expected until mid-December 2011 (at the earliest), a formal response to the Joint HOSC's report should be received and available by mid-November 2011.

4.0 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Specific concerns around the public involvement and engagement of Black and Minority Ethnic (BME) communities have been highlighted by the Joint HOSC.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Specific concerns around the public involvement and engagement of Black and Minority Ethnic (BME) communities have been highlighted by the Joint HOSC.

4.2.2 The Joint HOSC also reported that, based on the information available at the time of writing the report, children and families across Yorkshire and the Humber will be disproportionately disadvantaged by any future configuration that does not retain the current surgical centre at Leeds Children's Hospital.

4.3 Council Policies and City Priorities

4.3.1 There are no specific considerations relevant to this report.

4.4 Resources and Value for Money

4.4.1 The Joint HOSC believes that the overall financial implications associated with the proposed model of care are likely to be very significant – both in terms of establishing new arrangements and the on-going delivery of the proposed model of care. However, based on the information available during the inquiry and at the time of preparing its report, the Joint HOSC believed there had been insufficient consideration of the financial implications and that the level of detail publicly available to date has been inadequate.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report does not contain any exempt or confidential information.

4.6 Risk Management

4.6.1 There are no specific considerations relevant to this report.

5.0 Conclusions

- 5.1 On behalf of the 15 top-tier local authorities across Yorkshire and the Humber, the Joint Health Overview and Scrutiny Committee (HOSC) has formed the statutory overview and scrutiny body that considered and responded to the Review of Children’s Congenital Cardiac Services in England and the associated reconfiguration proposals.
- 5.2 In considering the review and its proposals, the Joint HOSC has considered a range of evidence and heard from a number of key stakeholders. This information has been used and is reflected in the final inquiry report submitted to the Joint Committee of Primary care Trusts (JCPCT). Details of the evidence considered is presented in the final inquiry report.
- 5.3 Based on the available evidence, the review report presents a series of recommendations (detailed in Appendix 1) and concludes that children and families across Yorkshire and the Humber will be disproportionately disadvantaged if the current surgical centre in Leeds is not retained in any future service model.

6.0 Recommendations

- 6.1 Members are asked to note the main issues and recommendations identified by the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber), and presented in its report to the Joint Committee of Primary Care Trusts (JCPCT).

7.0 Background documents

- A new vision for Children’s Congenital Heart Services in England (March 2011)
- Scrutiny Inquiry Report: Review of Children’s Congenital Cardiac Services (October 2011)

Summary of Recommendations

Principal Recommendation 1:

In order to meet the needs and growing demand of the 5.5 million people living in the Yorkshire and Humber region, the surgical congenital cardiac unit currently provided by Leeds Teaching Hospitals NHS Trust must be retained and included in any future configuration of paediatric congenital cardiac surgical centres.

Principal Recommendation 2: Based on the matters outlined in this report we recommend the following 8-centre configuration model:

- **Leeds General Infirmary**
- **Alder Hey Children's Hospital, Liverpool**
- **Birmingham Children's Hospital**
- **Bristol Royal Hospital for Children**
- **Freeman Hospital, Newcastle**
- **Southampton General Hospital**
- **2 centres in London**

Recommendation 3:

Given the significant benefits to the patient and their families of genuinely co-locating relevant services, we believe genuine co-location should receive greater recognition and weighting when determining future service provision.

Recommendation 4:

Given one element of the review is to ensure more care is delivered closer to home, population density should be a key consideration in the configuration of future provision.

Recommendation 5:

Adult cardiac services and the overall number of congenital cardiac surgical procedures carried out should be considered within the scope of this review and used to help determine the future configuration of surgical centres. As a minimum there should be a moratorium on any decision to designate children's cardiac surgical centres until the review of the adult congenital cardiac services is completed and the two can be considered together.

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 10th November 2011

Subject: Draft Terms of Reference

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| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

Summary of main issues

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.
2. At the board's meeting in June, members agreed that their third major piece of work this year would be an inquiry focused on the third of these areas – increasing the numbers in employment, education or training (EET).
3. Draft terms of reference for the inquiry will be circulated before the meeting.
4. 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.
5. Any comments received on the draft terms of reference will be reported to the board at the meeting.

Recommendations

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

Background documents

7. None.

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 10th November 2011

Subject: Work Programme

| | |
|--|---|
| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

Summary of main issues

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 October meeting.
2. The minutes of the October 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.
3. A draft note of the meeting of the children's social care system review working group which took place on 24 October will be circulated before the Board meeting.

Recommendations

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

Background documents

5. None.

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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 | | | WG 10/08/11 @ 10.00am |
| 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 | | | |

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 Working groups and visits 20/09/11 @ 9.00am 28/09/11 @ 1.00pm | Evidence gathering SB 6/10/11 @9.45am Working groups and visits 6/10/11 @ 2.30pm 18/10/11 @ 11.00am 19/10/11 @ 2.00pm | Evidence gathering SB 10/11/11 @9.45am Working groups and visits 15/11/11 16/11/11 |
| improving attendance | Agree scope of review SB 8/09/11 @9.45am | | Evidence gathering SB 10/11/11 @9.45am Working groups and visits 15/11/11 |
| increasing the number of young people in employment, education and training | | | Agree scope of review SB 10/11/11 @9.45am |
| Children's Social Care System Review | | WG 24/10/11 @ 2.00pm | |
| Youth Services | | | WG date tbc |
| Recommendation Tracking | | Quarterly recommendation tracking report SB 6/10/11 @ 9.45am | |
| Performance Monitoring | | | Ofsted inspection report SB 10/11/11 @ 9.45am |

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 (To take place in selected clusters) | | |
| increasing the number of young people in employment, education and training | | Evidence gathering (TBC) | Evidence gathering (TBC) |
| Children's Social Care System Review | WG date tbc | | |
| Youth Services | | | |
| Recommendation Tracking | | Quarterly recommendation tracking report SB 12/01/12 @ 9.45am | |
| Performance Monitoring | | Quarter 2 performance report SB 12/01/12 @ 9.45am Outcomes for Looked After Children SB 12/01/12 @ 9.45am | |

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 | | | |
| Youth Services | | | |
| 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 | | |

EXECUTIVE BOARD

WEDNESDAY, 12TH OCTOBER, 2011

PRESENT: Councillor K Wakefield in the Chair

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

Councillor G Hyde – Substitute Member
Councillor J Procter – Substitute Member

86 Substitute Member

Under the terms of Executive Procedure Rule 2.3, Councillors G Hyde and J Procter were invited to attend the meeting on behalf of Councillors Gruen and A Carter respectively.

87 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That the public be excluded from the meeting during the 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) Appendix 1 to the report referred to in Minute No. 96 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains information relating to the financial or business affairs of any person or company (including the authority holding that information) which may result in prejudicial trading of that company. It is therefore considered that it is not in the public interest to release this information at this time, as this would compromise the Council's position.
- (b) Supplementary Information in the form of correspondence referred to in Minute No. 95 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains information relating to the financial or business affairs of any person or company (including the authority holding that information). It is therefore considered that it is not in the public interest to release this information at this time, as this would compromise the Council's position.

88 Late Items

There were no late items as such, however, it was noted that supplementary information had been circulated to Board Members following the despatch of the agenda as follows:-

Draft minutes to be approved at the meeting
to be held on Wednesday, 2nd November, 2011

- (a) Correspondence relating to the report entitled, 'Leeds Bradford International Airport – Taxi Access' designated as exempt under Access to Information Procedure Rule 10.4(3) (Minute No. 95 refers).
- (b) A report detailing the outcomes from the Ofsted Inspection into Safeguarding Services and Safeguarding Outcomes for Children and Young People which accompanied the report entitled, 'Findings of the Announced Ofsted Re-Inspection of Safeguarding Services for Children and Young People in Leeds' (Minute No. 103 refers).
- (c) A table detailing the suggested amendments to the Council's response to the Draft National Planning Policy Framework, as resolved by the Development Plan Panel at its meeting on 11th October 2011, which was in relation to the report entitled, 'Draft National Planning Policy Framework – Consultation Response' (Minute No. 100 refers).

89 Declaration of Interests

There were no declarations of interest made at this point in the meeting, however a declaration was made at a later point in the meeting (Minute No. 99 referred).

90 Minutes

RESOLVED – That the minutes of the meeting held on 7th September 2011 be approved as a correct record, subject to the following:-

- (a) Reference being made within Minute No. 66 (Leeds Holt Park Wellbeing Centre Project – Submission of the Final Business Case and Execution of the Contract for the new Holt Park Wellbeing Centre) to a request that correspondence be forwarded on behalf of the Council to Greg Mulholland MP in respect of the development.
- (b) With regard to Minute No. 67 (Better Lives for Older People: Future Options for Long Term Residential and Day Care Services), that greater emphasis be placed upon the commitment made during the discussion that residents would not be moved until it was confirmed that they were happy with the alternative accommodation proposed.

RESOURCES AND CORPORATE FUNCTIONS

91 Discretionary Rate Relief for Social Enterprises

The Chief Officer (Revenues and Benefits) submitted a report which detailed the current guidelines regarding the determination of applications for discretionary rate relief for social enterprises. In addition, the report also proposed amendments which aimed to make the process more transparent, whilst also encouraging increased applications from this sector. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members emphasised the need to ensure that the approach adopted was as enabling as possible.

RESOLVED – That the changes to the Business Rates discretionary relief scheme be approved in order to clarify the criteria by which applications from Social Enterprises will be assessed, and also to increase the maximum level of relief awarded from 50% to 80% in specific cases.

92 Welfare Reform Update

The Director of Resources submitted a report providing an update on the Government's proposals regarding Welfare Reform, which included information on current developments in policy and the implications of such developments upon the Council and the citizens of Leeds. In addition, the report also provided information on the consultation process launched by the Department for Communities and Local Government on proposals regarding the replacement of the current Council Tax Benefit scheme with a new localised scheme of support from April 2013. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members welcomed the move to simplify the welfare processes, however, concerns were raised in respect of the disproportionate impact that the proposals could have upon the poorer sections of the community, the lack of incentives which existed in respect of returning people to employment and the intention to pay the rent element of Universal Credit directly to claimants. In addition, concerns were also raised regarding the abolition of Council Tax Benefit and its replacement with a localised scheme of support, with a reduction of 10% in funding for such support and the potential impact upon collection rates, together with the timescales associated with the introduction of the proposed reforms.

The Board considered the specific impact upon a number of case studies provided, and in respect of the implications regarding child protection matters, Members noted that such matters were being picked up by the Child Trust Board.

Members highlighted the need for further update reports to be submitted to the Board, as issues in respect of the proposed welfare reforms developed.

It was requested that stronger emphasis within the final version of the Council's response to the Government's consultation paper was placed upon the unrealistic timescales which had been set in respect of the reforms.

RESOLVED -

- (a) That the updated information detailed within the submitted report be noted.
- (b) That the proposed response to the localisation of support for Council Tax which is to be submitted on behalf of all Group Leaders be noted,

subject to the inclusion of the points raised by the Board during the consideration of this matter.

- (c) That officer-level discussions with West Yorkshire councils be approved, which will explore the scope for commonality in scheme design in relation to localisation of support for Council Tax.
- (d) That a further report on the welfare reform programme be received by the Board in January 2012 which included a strategic plan for preparing for and dealing with the welfare reforms, with further update reports being submitted in the future, as issues in respect of the proposed welfare reforms were developed.

93 Financial Health Monitoring 2011/12 - Month 5

The Director of Resources submitted a report setting out the authority's projected financial health position, after five months of the 2011/12 financial year. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Having responded to Members' questions, the Board welcomed the successful resolution of VAT matters with the HMRC.

RESOLVED –

- (a) That the projected financial position of the authority after five months of the financial year be noted.
- (b) That the budget adjustments, as detailed within paragraph 3.6.1 of the submitted report, be approved.

94 Capital Receipts Incentive Scheme

The Director of Resources submitted a report setting out a proposal for the establishment of a capital receipts incentive scheme for local areas. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members discussed the proposal for localities to retain a proportion of the capital receipts generated in an area and received assurances that existing commitments would be honoured.

RESOLVED –

- (a) That the establishment of a Capital Receipts Incentive scheme, as set out within section 3 of the submitted report, with effect from April 2012, be approved.
- (b) That a period of consultation with elected Members on the proposed scheme be approved.

DEVELOPMENT AND THE ECONOMY

95 Leeds Bradford International Airport - Taxi Access

Further to Minute No. 217, 18th May 2011, the Director of City Development submitted a report providing further information and advice in respect of the provision of taxi access at Leeds Bradford International Airport (LBIA), following the Executive Board's previous consideration of the recommendations arising from the former Scrutiny Board (City Development) inquiry into 'Leeds Bradford International Airport: Provision for Public Hire Taxis'. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Emphasis was placed upon the differing estimates which had been received in respect of the development of a taxi rank on Whitehouse Lane and it was suggested that such figures be submitted to the relevant Scrutiny Board for consideration.

Members highlighted their concerns in respect of the introduction of a £2 charge for all non-contracted vehicles dropping off passengers at the terminal, considered whether the concession made in respect of the increased waiting time within the 'voyager' area had gone far enough and highlighted the extensive costs associated with establishing a rank on Whitehouse Lane. The Board then emphasised the need for the Surface Access Strategy to be progressed in order to address the concerns raised and to ensure that public access to the airport was maximised. In response, Members comments were acknowledged, together with undertaking that discussions in respect of the Airport's Forecourt Management Plan would continue.

Following consideration of supplementary information in the form of correspondence relating to this matter, 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 contents of the submitted report, together with the work undertaken to identify a way forward in terms of provision for public hire taxis at Leeds Bradford International Airport be noted.
- (b) That the option detailed within the report to develop a taxi rank on Whitehouse Lane not be progressed at this time, with further work being progressed on the Surface Access Strategy, in order to address the concerns raised during the discussion and also to ensure that public access to the airport was maximised.
- (c) That officers be instructed to liaise with LBIA about the development of their Forecourt Management Plan in order to ensure that the negative impact of current parking arrangements on the highway, especially Whitehouse Lane, are mitigated as part of the process of discharging planning conditions relating to the Airport Terminal Building.

96 Design and Cost Report for Relocation of West Yorkshire Archives, Leeds

The Director of City Development submitted a report advising of the need to improve storage facilities for Leeds' archives and outlining proposals to relocate the archives from the former Sheepscar Library to the Central Archive Store in Morley. In addition, the report also sought the necessary authority to declare the former Sheepscar Library surplus to requirements together with an injection into the capital programme as a contribution towards the construction works at the Morley site. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The report detailed the following options which had been identified following a feasibility study undertaken by Norfolk Property Services in respect of future archive provision:

- Option 1 – The relocation of the Sheepscar archives only to the Central Archive Store in Morley;
- Option 2 - The relocation of both the Sheepscar and Nortech archives to the Central Archive Store in Morley.

Following consideration of Appendix 1 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 former library at Sheepscar be declared surplus to requirements.
- (b) That the sale of the Sheepscar property currently housing the archive be agreed, together with the ringfencing of the receipt value, as identified within exempt Appendix 1, to fund works at Morley West Yorkshire Joint Services.
- (c) That the funds detailed in the exempt appendix to the submitted report be injected into the capital programme, as a contribution to fund the adaptation of the premises in Morley.
- (d) That expenditure of the funds, as detailed within the exempt appendix to the submitted report, as a contribution towards the project be authorised.

97 South Bank Planning Statement and City Centre Park

Further to Minute No. 48, 21st July 2010, the Director of City Development submitted a report summarising the results of the consultation exercise undertaken upon the South Bank Planning Statement, providing an update on the proposed changes to the planning statement as a result of such consultation, and seeking approval for the adoption of the document as informal planning guidance for this important area of change within the city centre. In addition, the report also provided an update on the work undertaken on the outline business case to facilitate the delivery of developments in the South Bank, including the new City Centre Park. In determining this matter,

Draft minutes to be approved at the meeting
to be held on Wednesday, 2nd November, 2011

the Board took into consideration all matters contained within the accompanying report.

In responding to enquiries, officers undertook to provide the Member in question with details regarding the number of public car parking spaces which would be lost as a result of the proposed approach.

The Chief Executive suggested that if Government proposals were announced in the future which brought a high speed rail link to the area, then the Board may wish to revisit the issues detailed within the submitted report at this time.

RESOLVED -

- (a) That the adoption of the South Bank Planning Statement (October 2011) be approved as informal planning guidance for the area.
- (b) That the future work on the development of an Outline Business Case to assist with the delivery of the City Centre Park on the basis of a phased implementation plan including the potential for a footbridge link to the Sovereign Street area, be noted.

98 Woodkirk Academy

The Director of City Development submitted a report detailing of the proposed Heads of Terms for the leasehold disposal at nil consideration of Woodkirk High Specialist Science School to Woodkirk Academy Trust. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED - That the disposal of Woodkirk High Specialist Science School for the proposed Academy on a 125 year lease at nil consideration be agreed and that the Director of City Development be authorised to agree the final terms.

99 Planning Applications Highways Issues (White Paper 16)

Further to Minute No. 52, 27th July 2011, the Director of City Development submitted a report responding to the Council resolution of 6th April 2011 which requested the Executive Board to instruct the Council's Highways Department to ensure that consultation with Ward Members took place on Planning Applications' highways matters before the Highways Department passed formal comment to Planning Officers. Specifically, the report sought approval of a revised proposal which would ensure that Ward Members' views on highways matters were taken into account before a planning application was determined. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members discussed the proposal detailed within the report and highlighted the importance of Members being afforded the opportunity to be consulted on such matters, with their comments being considered as part of any decision making process.

RESOLVED - That in response to the Council resolution of the 6th April 2011, the following revised proposal be agreed:-

- (a) Supplement the existing public consultation on planning applications with the additional notification (by e-mail) for all Ward Members of those planning applications which have been sent to Highways and Transportation for a consultation response, giving them the additional opportunity to raise any highways concerns they may have with the highways officer directly and that Members' concerns be added to the report to be submitted to the relevant Plans Panel.
- (b) That at the end of the three month trial period, a further report be submitted to Executive Board for consideration.

(Under the provisions of Council Procedure Rule 16.5, Councillor Golton required it to be recorded that he abstained from voting on the decisions taken above)

(Councillor Finnigan declared a personal interest in relation to this matter, due to being a member of Plans Panel (East))

100 Draft National Planning Policy Framework - Consultation Response

The Director of City Development submitted a report inviting consideration of the Council's response to the Draft National Planning Policy Framework (NPPF), which was published on 25 July 2011. The response detailed within the submitted report summarised the key issues from a Leeds perspective, which had arisen from the consultation document and the proposed response. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

A table detailing the suggested amendments made by the Development Plan Panel at its meeting on 11th October 2011 to the Council's response to the Draft National Planning Policy Framework was circulated to Board Members at the meeting.

In considering this matter, Members made several comments both in terms of the details within the submitted report and the proposed response. These included:-

- Widening the reference regarding the number of windfall units delivered in Leeds to reflect the figures over the past decade;
- Members highlighted that the draft NPPF did not broadly reflect Council policies and City Priorities;
- Emphasis was placed upon the fact that the NPPF would not simplify and streamline the planning process;
- Members highlighted the lack of recognition made by such an approach towards the diversity of economies which existed across the UK.

RESOLVED -

- (a) That the response to the draft National Planning Policy Framework, as set out in the submitted report, be approved subject to the inclusion as

Draft minutes to be approved at the meeting
to be held on Wednesday, 2nd November, 2011

appropriate of the comments which had been made by the Board during the discussion, in addition to those previously made by the Development Plan Panel.

- (b) That the submission, as detailed within the submitted report and subject to resolution (a) above, be endorsed as the City Council's formal response to the national consultation, on an all party basis.
- (c) That the responses, as set out within the consultation questionnaire at Appendix 1 to the submitted report, be approved.
- (d) That the draft letter, as detailed at Appendix 2 to the submitted report, for MPs and relevant parties, be approved, subject to the inclusion as appropriate of the comments which had been made by the Board during the discussion, in addition to those previously made by the Development Plan Panel.
- (e) That a copy of the report be forwarded to the Secretary of State (Communities & Local Government), shadow party spokesmen, Leeds MPs and other relevant organisations including the Local Government Association.

ENVIRONMENTAL SERVICES

101 Leeds Home Insulation Scheme

The Director of Environment and Neighbourhoods submitted a report providing an update on the development of the Home Insulation Scheme and outlining the impact of changing policies upon the Council's previous proposed approach. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members considered the proposed resource which had been allocated towards this scheme and discussed those sections of the community which may benefit the most from being prioritised recipients.

The report presented the following five options to progress the initiative and sought approval of the option which would offer free insulation across the whole city, supported by marketing campaigns targeting excluded people and disadvantaged geographies:

- Option 1 – Development of the scheme as initially planned (free cavity wall and loft insulation for all private homes regardless of income level, to be delivered over 3-4 years by the Council);
- Option 2 – To stop the insulation scheme entirely;
- Option 3 – Procurement of a partner through DEEP to offer discounted insulation, with no free insulation;
- Option 4 – Procurement of a partner through DEEP to offer free insulation only in selected wards (with door to door marketing to areas with good technical potential), with the offer of discounted insulation to all other Wards;

- Option 5 – Procurement of a partner through DEEP to offer free insulation across the whole of Leeds. Door to door marketing for selected neighbourhoods with good technical potential in more deprived Wards, backed up by a campaign across the city.

RESOLVED –

- (a) That Option 5, to offer free loft and cavity wall insulation to all private sector households across the whole city, supported by marketing campaigns targeting excluded people and disadvantaged geographies, be supported.
- (b) That the Leeds Neighbourhood Index combined with a high level assessment of insulation potential be used to prioritise Wards for door-to-door marketing campaigns, but to exclude technically unsuitable areas from intensive marketing in order to avoid falsely raising expectations.
- (c) That the outcome of the current Leeds City Region DEEP tender process be used to award a contract to the highest scoring bidder to manage and deliver the Home Insulation Scheme.
- (d) That the cavity wall and loft insulation offer be supplemented with a scheme providing solid wall insulation in some of the most deprived areas via the Community Energy Saving Programme, if suitable areas can be found.
- (e) That £1,000,000 of the existing budget be moved to 2012/13.
- (f) That work be undertaken with Leeds City Region authorities, in order to develop a follow up Green Deal/Energy Company Obligation (ECO) scheme to be available from 2013.

NEIGHBOURHOODS, HOUSING AND REGENERATION

102 Submission to Homes and Communities Agency 2011-2015

The Director of Environment and Neighbourhoods submitted a report advising of the development and review of the Leeds Housing Investment Plan (LHIP), together with its purpose and priorities. In addition, the report specifically sought approval of the investment priorities, as set out within the Plan. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members received responses to enquiries raised regarding the proposed provision for Gypsy and Travellers. Discussion was also had in relation to the term 'New East Leeds' and it was undertaken that clarity on this matter would be provided.

Copies of the LHIP had been provided to Board Members for their information, prior to the meeting.

RESOLVED - That the investment priorities set out within the Leeds Housing Investment Plan, as highlighted within sections 4 and 5 of the submitted report, be approved.

CHILDREN'S SERVICES

103 Findings of the Announced Ofsted Re-Inspection of Safeguarding Services for Children and Young People in Leeds

The Director of Children's Services submitted a report presenting the findings of the announced Ofsted re-inspection of safeguarding services for children and young people in Leeds, which followed an on-site inspection that took place between 12th and 16th September 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Following its publication on 10th October 2011, Board Members were provided with the Ofsted report which detailed the results from the inspection undertaken in respect of Safeguarding Services and Safeguarding Outcomes for Children and Young People.

On behalf of the Board, the Chair and the Executive Member for Children's Services paid tribute to, and expressed their gratitude to all of those who had contributed towards the positive outcomes from the Ofsted Inspection, paying particular attention to the determination shown by all concerned and the cross party support which had been given. Members acknowledged that such good work needed to continue in order to ensure that the city's aspirations in respect of Children's Services were achieved.

RESOLVED – That the contents of both the submitted report and the Ofsted announced inspection report, as circulated to Board Members following its publication, be noted.

104 DESIGN AND COST REPORT: ROUNDHAY HIGH SCHOOL TECHNOLOGY AND LANGUAGE COLLEGE: PRIMARY ACCOMMODATION

The Director of Children's Services submitted a report seeking approval of the capital proposals for additional primary school age accommodation as part of an all-through school development for Roundhay School Technology & Language College and to incur the related expenditure. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In responding to an enquiry, officers undertook provide the Ward Member in question with details in respect of the consultation which took place with local residents in relation to this matter.

RESOLVED -

- (a) That the capital proposals outlined within the submitted report for additional primary school age accommodation as part of an all-through

school development for Roundhay School Technology & Language College be approved.

- (b) That authorisation be given to the programme expenditure of £4,430,200 from capital scheme number 15822/ROU/000.

105 DESIGN AND COST REPORT: WYKEBECK PRIMARY SCHOOL: PRIMARY ACCOMMODATION

The Director of Children's Services submitted a report seeking approval of the capital proposals for additional primary school age accommodation as part of Wykebeck Primary School and to incur the related expenditure. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- a) That approval be given to proceed with works to provide additional education accommodation at Wykebeck Primary School at an estimated total cost of £1,584,330.
- b) That approval be given to inject a receipt into the approved capital programme, for the sum of £438,000.
- c) That authority be given to incur expenditure of £1,584,330 from capital scheme number 15822/WYK/000.

106 DESIGN AND COST REPORT: BRACKEN EDGE PRIMARY SCHOOL: PRIMARY ACCOMMODATION

The Director of Children's Services submitted a report seeking approval of the capital proposals for additional primary school age accommodation at Bracken Edge Primary School and to incur the related expenditure. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That approval be given to proceed with works to provide additional accommodation at Bracken Edge Primary School at an estimated total cost of £936,040.
- (b) That programme expenditure of £936,040 from capital scheme number 15822/BRA/000 be authorised.

107 DESIGN AND COST REPORT: CARR MANOR HIGH SCHOOL: PRIMARY ACCOMMODATION

The Director of Children's Services submitted a report seeking approval of the capital proposals for additional primary school age accommodation as part of an all-through school development for Carr Manor High School and to incur the related expenditure. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the capital proposals outlined within the submitted report for additional primary school age accommodation as part of an all-through school development for Carr Manor High School be approved.
- (b) That programme expenditure of £2,574,130 from capital scheme number 15822/CAM/000 be authorised.

108 Admissions Round 2011

The Director of Children's Services submitted a report providing statistical information regarding admissions into Reception and Year 7 for September 2011, entry into Junior school, in addition to the co-ordination of in-year transfers. In addition, the report presented the findings of a survey undertaken on why parents choose particular schools, and their views on the choices which were made available to them. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED – That the statistical information on the Admissions round, as presented within the submitted report, be noted, including the following:-

- The percentage of first preferences achieved was 85.4%, with 95.3% achieving one of their three preferences.
- The increasing number of primary appeals, and the further 6% improvement in the successful defence of in year appeals.
- The continued increase in use of the online application system with 70% of parents now choosing to apply online (up from 44% last year).

LEISURE

109 Home Farm, Temple Newsam

Further to Minute No. 17, 22nd June 2011, the Director of City Development submitted a report advising of the principal changes that were proposed by the Parks and Countryside Service regarding the operation of Home Farm, Temple Newsam, in light of the decision taken by full Council to include a saving of £100,000 from reductions in ancillary farming activities. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members discussed issues including the budgetary savings which were to be made in respect of ancillary farming activities, stock numbers and rotation, the Scrutiny Board recommendations which had been made in respect of the farm, processes in place for the purchasing of tickets and the farming methods proposed.

In response to enquiries, officers offered to provide the Member in question with a briefing regarding the reduction of costs, staffing matters and the achievement of savings.

RESOLVED – That the following be approved:-

- (a) The rationalisation of the current farming operations to Temple Newsam Estate only.

- (b) The rationalisation of non minority rare breed stock and store animals, whilst maintaining minority rare breeds and a marginal stock of visitor friendly breeds.
- (c) The reduction in supplies and services and bespoke agricultural plant and machinery.
- (d) The implementation of a farm staff restructure, based on the principles outlined within section 3.8.1 of the submitted report.

110 Long Term Burial Supply in the North East of the City and Design Cost Report for Scheme Revised Whinmoor Grange Informal Planning Statement

Further to Minute No. 231, 18th May 2011, the Director of City Development submitted a report informing Executive Board of the issues raised, and the conclusions drawn, from the consultation exercise undertaken on the Draft Informal Planning Statement for Whinmoor Grange. In addition, the report sought approval of the revised Informal Planning Statement as a guide to future potential development proposals for the site, in addition to the incurring of related expenditure. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board received an update in respect of the proposals regarding the site at Elmete. Following an enquiry, officers undertook to provide the Member in question with details of the specific timescales regarding the proposed development of the site.

In considering the associated consultation process, Members were verbally provided with details of comments which had been raised by relevant Ward Members in respect of the proposals and discussed the process by which Ward Member consultation had been conducted.

The Board noted the comments which had been made in respect of related highways issues and highlighted that such matters would be considered as appropriate in due course.

RESOLVED -

- (a) That the contents of the submitted report, including the outcome from the consultation undertaken on the Draft Planning Statement be noted.
- (b) That the revised Informal Planning Statement be approved as a guide to future potential development proposals for the Whinmoor Grange site.
- (c) That approval be given to incur expenditure of £358,753 from scheme 'Cemetery Exts City Wide 1358/WHM' for construction works in relation to the development of a 5 acre multi faith cemetery at Whinmoor.

DATE OF PUBLICATION: 14TH OCTOBER 2011

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 21ST OCTOBER 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 24th October 2011)

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FORWARD PLAN OF KEY DECISIONS

1 November 2011 – 29 February 2012

Extract relevant to Scrutiny Board (Children and Families)

| 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) |
|--|--|----------------------------------|---|---|--|
| Short Breaks for Disabled Children in Leeds Delegated Decision to commission short breaks for disabled children for the period 1 st January-31 st December 2012 | Director of Children's Services | 1/11/11 | Consultation with stakeholders including disabled children, young people and parent/carers undertaken in June/July 2011 and ongoing | The report to be issued to the decision maker with the agenda for the meeting | paul.bollom@leeds.gov.uk |
| Otley Prince Henry's Grammar School To note the transfer of the Council's Land to the Otley Prince Henry's Academy in accordance with the Academies Act 2010 | Executive Board (Portfolio: Children's Services) | 14/12/11 | Consultation with staff and parents have taken place as part of the process to transfer to Academy status | The report to be issued to the decision maker with the agenda for the meeting | nigel.bamford@leeds.gov.uk |
| Basic Need Programme 2013 - Proposals for expansion of Primary Provision in 2013 Permission to consult on proposals | Executive Board (Portfolio: Children's Services) | 14/12/11 | 31 st Oct – 16 th Dec 2011 | The report to be issued to the decision maker with the agenda for the meeting | lesley.savage@leeds.gov.uk |

| 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) |
|--|---|----------------------------------|------------------------------|---|--|
| Review of City Learning Centres Future of provision | Executive Board (Portfolio: Children's Services) | 14/12/11 | Schools Forum | The report to be issued to the decision maker with the agenda for the meeting | rebecca.matthews@leeds.gov.uk |
| Primary Basic Need 2013 - Outcome of consultation on proposals for expansion of primary provision in 2013. Permission to publish statutory notices and / or reconsult | Executive Board (Portfolio: Children's Services) | 14/12/11 | 12 Sept – 21 Oct 2011 | The report to be issued to the decision maker with the agenda for the meeting | lesley.savage@leeds.gov.uk |

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

| Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be considered by Decision Maker | Lead Officer |
|---|-----------------------|----------------------------------|---|---|---------------------------------|
| Children & Young People's Plan (includes Children and Families City Priority Plan and Youth Justice Plan) | Council | July 2013 | Via Executive Board, Scrutiny Board (Children and Families), Leeds Initiative Board, Children's Trust Board | Report to be issued to the decision maker with the agenda for the meeting | Director of Children's Services |

NOTES:

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

Full Council (a meeting of all Members of Council) are responsible for the adoption of the Budget and Policy Framework.