



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Wednesday, 20th June, 2012 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;
- B Gettings - Morley North;
- C Gruen - Bramley and Stanningley;
- A Hussain - Gipton and Harehills;
- A Khan - Burmantofts and Richmond Hill;
- A Lamb - Wetherby;
- P Latty - Guiseley and Rawdon;
- M Rafique - Chapel Allerton;
- K Renshaw - Ardsley and Robin Hood;
- A Sobel - Moortown;
- B Urry - Roundhay;

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)

Nominated Co-opted Members (Non-Voting)

- Ms C Foote - Teacher Representative
- Ms C Raferty - Teacher Representative
- Mrs S Hutchinson - Early Years Representative
- Ms T Kayani - Leeds Youth Work Partnership Representative
- Ms J Morris-Boam - Young Lives Leeds

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

Principal Scrutiny Advisor:
Sandra Newbould
Tel: 24 74792

Produced on Recycled Paper

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 - 26TH APRIL 2012 (ORDINARY AND CALL-IN MEETINGS) AND 7TH JUNE 2012 (CALL-IN MEETING)

1 - 12

To confirm as a correct record, the minutes of the meetings held on 26th April (Ordinary and Call-In meetings) and 7th June 2012 (Call-In meeting).

7

CO-OPTED MEMBERS

13 - 18

To consider a report of the Head of Scrutiny and Member Development in the appointment of co-opted members to Scrutiny Boards.

8

CHANGES TO THE COUNCIL'S CONSTITUTION

19 - 24

To consider a report of the Head of Scrutiny and Member Development on the changes to the Council's Constitution in relation to Scrutiny.

9		PRESENTATION BY CHILDREN'S SERVICES - LEEDS EDUCATION CHALLENGE	25 - 26
		To consider a report of the Head of Scrutiny and Member Development advising Members of a verbal presentation to be given regarding the Leeds Education Challenge	
10		2011/12 QUARTER 4 PERFORMANCE REPORT	27 - 56
		To consider a report from the Assistant Chief Executive (Customer Access and Performance) summarising the quarter 4 performance data relevant to the Scrutiny Board.	
11		EQUALITY IMPROVEMENT PRIORITIES 2011-2015	57 - 76
		To consider a report of the Assistant Chief Executive (Customer Access and Performance) on the new Equality Improvement Priorities and revised Equality and Diversity Policy.	
12		SOURCES OF WORK FOR THE SCRUTINY BOARD	77 - 144
		To consider a report of the Head of Scrutiny and Member Development on potential sources of work for the Scrutiny Board	
13		WORK SCHEDULE	145 - 150
		To consider the Board's Work Schedule for the forthcoming Municipal Year.	
14		CHILD POVERTY REPORT	
		To consider a report from the Head of Scrutiny and Member Development in relation to Child Poverty.	
		(Report to follow)	

DATE AND TIME OF NEXT MEETING

Thursday, 26th July 2012 at 9.45am in the Civic Hall, Leeds.

(Pre meeting for Board Members at 9.15am)

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Agenda Item 6

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 26TH APRIL, 2012

PRESENT: Councillor J Chapman in the Chair

Councillors G Driver, P Ewens, B Gettings,
J Hardy, A Khan, A Lamb, K Maqsood,
M Rafique, K Renshaw and G Wilkinson

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)

CO-OPTED MEMBERS (NON-VOTING):

Ms C Foote – Teacher Representative

Ms J Morris-Boam – Young Lives Leeds

84 Chair's Opening Remarks

The Chair thanked all Members of the Scrutiny Board for their hard work throughout the 2011/12 municipal year, particularly the contributions of Councillors Driver and Ewens, who were standing down at the forthcoming local elections.

85 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted to the agenda, the following late information:

- Agenda item 10 – Scrutiny Inquiry Report – Combating Child Poverty and Raising Aspirations (Minute No. 93 refers)
- Agenda item 11 – Scrutiny Inquiry Report – Improving School Attendance (Minute No. 94 refers).

86 Declarations of Interest

All Members of the Scrutiny Board declared a personal interest in agenda item 7, Scrutiny Inquiry Session 3 – Increasing the number of young people in Employment, Education or Training (EET), in their capacity as Governors at various primary and secondary schools across Leeds. (Minute No. 90 refers)

87 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors P Latty and A McKenna and Co-opted Members, Ms N Cox, Mrs S Hutchinson and Ms T Kayani. Notification had been received that Councillor J Hardy was to substitute for Councillor A McKenna and Councillor G Wilkinson for Councillor P Latty.

Draft minutes to be approved at the meeting
to be held in June 2012

88 Minutes - 15th March 2012

RESOLVED – That the minutes of the meeting held on 15 March 2012 be approved as a correct record.

89 Matters arising from the minutes

Minute No. 82 – Work Schedule

The Chair referred to Minute No. 224 of the Executive Board held on 7 March 2012. Members were informed that there had been a request for scrutiny in relation to 'Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs'. It was advised that this matter would be considered at the June Scrutiny Board meeting.

90 Scrutiny Inquiry Session 3 – Increasing the number of young people in Employment, Education or Training (EET)

The Director of Children's Services submitted a report which presented evidence in line with session 3 of the Scrutiny Board's inquiry into increasing the number of young people in employment, education or training (EET).

The following information was appended to the report:

- The Education Act 2011 – The duty to secure independent and impartial careers guidance for young people in schools – statutory guidance for schools
- NEET data and analysis
- Draft Seacroft Manston Cluster NEET Action Plan – April 2012
- The 11-19 (25) Learning and Support Partnership – Terms of Reference
- Leeds 11-19 (25) Learning and Support Plan 2011-2015.

The following Members, officers and external representatives attended the meeting and responded to Members' questions and comments:

- Councillor Blake, Executive Member (Children and Families)
- Councillor Dowson, Chair of 11-19 Learning and Support Partnership
- Nigel Richardson, Director of Children's Services
- Gary Milner, Head of 14-19 Strategy, Children's Services
- Andrea Cowans, 14-19 Learner Support Manager
- Georgiana Sale, Headteacher – City of Leeds High School
- Jill Wood, Headteacher – Little London Primary School
- Mark Smith, Cluster Manager – Seacroft and Manston

The key areas of discussion were:

- Further information to be provided to the Scrutiny Board in relation to youth contract funding for 16-17 age group.
- Investment in information and guidance services.

Draft minutes to be approved at the meeting
to be held in June 2012

- Greater support for vulnerable families.
- Support for schools and other providers, particularly through the work of Leeds Pathways.
- Concerns about socially disadvantaged families and establishing a city wide response to this through restorative practices, e.g. family group conferencing.
- The benefits of intensive mentoring support.
- Concerns about those individuals that were homeless or living in temporary accommodation.
- Data protection constraints to tackling individual cases.
- The impact of welfare reform on vulnerable families.
- Development of role models at schools – Little London Primary School held ‘World at Work Wednesdays’ which focussed on a different profession each week.
- The importance of developing good practice and consistency across clusters.
- The role of youth services, particularly in tackling ‘not known’ figures.
- Establishment of key business partners across all primary and secondary schools.

RESOLVED – That the relevant issues considered be incorporated in the draft report of the Scrutiny Board’s inquiry.

91 Response to Scrutiny inquiry report – external placements

The Director of Children’s Services submitted a report in response to the Scrutiny Board’s inquiry report on external placements.

The following Executive Member and officer attended the meeting:

- Councillor Blake, Executive Member (Children and Families)
- Steve Walker, Deputy Director, Safeguarding, Specialist and Targeted Services.

RESOLVED – That the proposed responses outlined in the report be approved.

92 Review of children’s homes

This item was deferred to the July Scrutiny Board (Children and Families).

93 Scrutiny Inquiry Report – Combating Child Poverty and Raising Aspirations

The Head of Scrutiny and Member Development submitted a report which asked Members to consider and agree the Scrutiny Board’s report following its inquiry into combating child poverty and raising aspirations.

Draft minutes to be approved at the meeting to be held in June 2012

The following Executive Member and officers attended the meeting:

- Councillor Blake, Executive Member (Children and Families)
- Steve Walker, Deputy Director, Safeguarding, Specialist and Targeted Services
- Kate Arscott, Principal Scrutiny Adviser.

Members emphasised the importance of further work in relation to child poverty. It was suggested that this could be reflected in the draft scrutiny inquiry report.

Members agreed that additional supporting information was required in the report which explained the inquiry in more detail, however that they were happy with the recommendations contained in the report.

RESOLVED –

- (a) That the draft scrutiny inquiry report be amended to reflect the need for further work in relation to child poverty.
- (b) That subject to the addition of supporting information and the comments above, the Scrutiny Board's recommendations contained in the report following its inquiry into combating child poverty and raising aspirations, be approved.

94 Scrutiny Inquiry Report – Improving school attendance

The Head of Scrutiny and Member Development submitted a report which asked Members to consider and agree the Scrutiny Board's report following its inquiry into improving school attendance.

The following Executive Member and officers attended the meeting:

- Councillor Blake, Executive Member (Children and Families)
- Steve Walker, Deputy Director, Safeguarding, Specialist and Targeted Services
- Jancis Andrews, Head of Service, Attendance Strategy.

RESOLVED – That the Scrutiny Board's report following its inquiry into improving school attendance, be approved.

(The meeting concluded at 11.51am.)

SCRUTINY BOARD (CHILDREN AND FAMILIES) – CALL-IN MEETING

THURSDAY, 26TH APRIL, 2012

PRESENT: Councillor J Chapman in the Chair

Councillors G Driver, P Ewens,
P Grahame, J Hardy, A Khan, A Lamb,
K Maqsood, M Rafique and G Wilkinson

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)

CO-OPTED MEMBERS (NON-VOTING):

Ms C Foote – Teacher Representative

Ms J Morris-Boam – Young Lives Leeds

95 Declarations of Interest

All Members of the Scrutiny Board declared a personal interest in agenda item 7, Call-In – Annual Consultation on Admission Arrangements for September 2013, in their capacity as Governors at various primary and secondary schools across Leeds. (Minute No. 98)

Mr T Britten declared a personal interest in agenda item 7, Call-In – Annual Consultation on Admission Arrangements for September 2013, in his capacity as a Member of Leeds Admission Panel. (Minute No. 98 refers)

96 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors B Gettings, P Latty, A McKenna and K Renshaw and Co-opted Members, Ms N Cox, Mrs S Hutchinson and Ms T Kayani. Notification had been received that Councillor P Grahame was to substitute for Councillor K Renshaw, Councillor J Hardy for Councillor A McKenna and Councillor G Wilkinson for Councillor P Latty.

97 Call In of Decision - Briefing Paper

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

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

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

Draft minutes to be approved at the meeting
to be held in June

Option 2 – Recommend that the decision be reconsidered The Scrutiny Board may decide to recommend to the decision maker that the decision be reconsidered. If the Scrutiny Board chose this option then a report would be submitted to the Executive Board. In the case of an Executive Board decision, the report of the Scrutiny Board would be presented to the next available meeting. The Executive Board would reconsider its decision and would publish the outcome of its deliberations within the minutes of the meeting. The decision could not be called-in again whether or not it is varied.

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

98 Call-In - Annual Consultation on Admission Arrangements for September 2013

The Head of Scrutiny and Member Development submitted a report, together with relevant background papers, relating to a decision of the Executive Board meeting held on 11 April 2012.

The decision had been called-in for review by Councillors A Lamb, P Wadsworth, B Anderson, G Latty and D Cohen on the following grounds:

‘Concerns around the move to five school preferences, specifically consultation on the decision, which Councillors believe was insufficient. Also concerns that the new preference system misrepresents the choices available to parents and concerns around how the data will be used to justify the position in relation to school choice.’

The Scrutiny Board considered the following written evidence:

- Copy of completed Call-In request form
- Report of the Director of Children’s Services
- Relevant extract of Executive Board minutes of 11 April 2012.

Councillor A Lamb attended the meeting to present the request for call-in.

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

- Councillor Blake, Executive Member (Children’s Services)
- Councillor Dowson, Advisory Executive Member
- Nigel Richardson, Director of Children’s Services
- Sarah Sinclair, Chief Officer – Strategy, Commissioning and Performance, Children’s Services
- Stuart Gosney, Head of Capacity Planning and Sufficiency, Children’s Services.

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

- Concern that the change from 3 to 5 preferences would result in a greater number of parents not being allocated their first preference.
- Concern that there were insufficient good schools for parents to choose from and that greater emphasis should be directed towards achieving this.

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

- The main reason behind the change was to provide parents with greater choice in stating their preferences, e.g. in some urban areas parents had 20 schools to choose from within a reasonable walking distance.
- Some neighbouring local authorities operated 5 preference system which disadvantaged Leeds parents, e.g. there were cases involving Bradford parents that had been allocated their 4th or 5th preference at Leeds' schools.
- Confirmation that there would be no changes to the reporting mechanism which identified the number of children allocated to their choice of schools currently broken down by first, second and third choice preferences.

RESOLVED – That the report and information provided be noted.

(Ms J Ward withdrew from the meeting at 12.30pm during the consideration of this item.)

99 Outcome of Call-In

Following consideration of the evidence presented and the options available to them, the Board resolved that:

Option 1 – Release the decision for implementation was the most appropriate action.

RESOLVED – That the decision of the Executive Board held on 11 April 2012 in relation to Annual Consultation on Admission Arrangements for September 2013, be immediately released for implementation.

(The meeting concluded at 12.55pm.)

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SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 7TH JUNE, 2012

PRESENT: Councillor J Chapman in the Chair

Councillors B Atha, B Gettings, G Hussain,
J Illingworth, A Khan, A Lamb, P Latty,
K Renshaw, A Sobel, B Urry

CO-OPTED MEMBERS (VOTING):

Ms J Ward – Parent Governor Representative (Secondary)

1 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

2 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

3 Late Items

There were no late items.

4 Declarations of Interest

Councillor J Chapman declared a personal interest in Agenda item 7, Call In – LCC13002: Young Carers. Due to having donated various tickets to events to 'Willow Young Carers'. Minute No. 7 refers.

Councillor S Bentley, signatory to the Call In, declared a personal interest in Agenda item 7, Call In – LCC13002: Young Carers. Due to involvement with 'Willow Young Carers'. Minute No. 7 refers.

5 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillors Charlwood, Coulson, C Gruen, M Rafique and Co-opted Members; Ms A Craven and Ms N Cox.

Councillors Urry, G Hussain, Atha and Illingworth were in attendance as substitutes.

6 Call-in of Decision - Briefing Paper

The report of the Head of Scrutiny and Member Development informed Members of the Call In arrangements in accordance with the Council's Constitution and the options of action available to the Board. It was reported that the following options were available to the Board:

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to be held on Wednesday, 20th June, 2012

- Release the decision for implementation; and
- Recommend that the decision be reconsidered.

7 Call-In - LCC13002: Young Carers

The report of the Head of Scrutiny and Member Development presented the background papers to a decision which had been Called In in accordance with the Council's Constitution. The decision was a Delegated Decision Notice LCC13002: Young Carers.

The Chair welcomed the following to the meeting:

- Councillor S Bentley – Signatory to the Call In;
- Councillor A Lamb – Signatory to the Call In and Member of the Board;
- Councillor J Blake – Executive Member for Children's;
- Nigel Richardson – Director of Children's Services;
- Paul Bollom – Interim Lead Commissioner for Children's Services; and
- Ian Dunn – Strategic Category Manager.

Councillor S Bentley outlined the reasons for the Call In of the decision. These included the following:

The lack of information contained with the report accompanying the DDN which meant that the rationale behind the decision could not be understood

In response to the concerns raised , officers present raised the following issues:

That the decision had been taken to provide an enhanced service with the aim of reaching more young carers than had previously been possible with the arrangements that were in place. Officers highlighted that there was not being a cut to the services provided.

Councillor Blake, Executive Member for Children addressed the Board. She re-iterated that the changes planned to be made would improve the service provided to young carers; increase resources being put into the service and reach more young carers.

In response to Member comments and questions, the following issues were discussed by Members with Officers and Cllr Blake:

- the definition of the term 'young carer';
- how the proposed arrangements would operate in practice;
- the need for greater information to be included within reports to help Members and the public understand the changes being made to services provided by the Council.

Councillor Lamb was invited to summarise the reasons for calling in the decision and re-iterated earlier comments with an emphasis on the need for

greater detail to be contained within reports accompanying DDNs and a need for a review of the decision making process.

In summary Members agreed that further work needed to be undertaken with regards the publication of decisions.

Members were asked to consider the options available to them.

8 Outcome of Call-In

Following a vote by Members present, it was

RESOLVED –

- (a) to release the decision for implementation; and
- (b) to request that the wider issue of report writing be raised with the Chief Democratic Services Officer.

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Report of Head of Scrutiny and Member Development

Report to Children and Families Scrutiny Board

Date: 20th June 2012

Subject: Co-opted Members

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. For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. However, the appointment of co-opted members has not been considered consistently across all Scrutiny Boards.
2. This report provides guidance to the Scrutiny Board when seeking to appoint co-opted members. There are also some legislative arrangements in place for the appointment of specific co-opted members. Such cases are set out in Article 6 of the Council's Constitution and are also summarised within this report.

Recommendation

3. In line with the options available outlined in this report, Members are asked to consider the appointment of co-opted members to the Scrutiny Board.

1 Purpose of this report

- 1.1 The purpose of this report is to seek the Scrutiny Board's formal consideration for the appointment of co-opted members to the Board.

2 Background information

- 2.1 For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. For those Scrutiny Boards where co-opted members have previously been appointed, such arrangements have tended to be reviewed on an annual basis, usually at the beginning of a new municipal year. However, the appointment of co-opted members has not been considered consistently across all Scrutiny Boards.

3 Main issues

General arrangements for appointing co-opted members

- 3.1 It is widely recognised that in some circumstances, co-opted members can significantly aid the work of Scrutiny Boards. This is currently reflected in Article 6 (Scrutiny Boards) of the Council's Constitution, which outlines the options available to Scrutiny Boards in relation to appointing co-opted members.
- 3.2 In general terms, Scrutiny Boards can appoint:
- Up to five non-voting co-opted members for a term of office that does not go beyond the next Annual Meeting of Council ; and/or,
 - Up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.
- 3.3 In the majority of cases the appointment of co-opted members is optional and is determined by the relevant Scrutiny Board. However, Article 6 makes it clear that co-option would normally only be appropriate where the co-opted member has some specialist skill or knowledge, which would be of assistance to the Scrutiny Board. Particular issues to consider when seeking to appoint a co-opted member are set out later in the report.
- 3.4 There are also some legislative arrangements in place for the appointment of specific co-opted members. Such cases are also set out in Article 6 (Scrutiny Boards) of the Council's Constitution and are summarised below.

Arrangements for appointing specific co-opted members

Education Representatives

- 3.5 In addition to elected Members appointed by Council, the Local Government Act 2000 states that the relevant Scrutiny Board dealing with education matters shall include in its membership the following voting representatives in accordance with statutory requirements:

- One Church of England diocese representative¹ - A nomination has yet to be received.
- One Roman Catholic diocese representative¹ - Mr E A Britten has been nominated
- Three parent governor representatives²
Three representatives are currently in post
Amanda Craven – 08/09/2011 – 07/09/2015
Natalie Cox – 12/01/2010 – 11/01/2014
Jacqueline Ward – 21/04/11 – 20/04/2015

3.6 The number and term of office of education representatives is fixed by full Council and set out in Article 6. Representatives of the Church of England and Roman Catholic dioceses are nominated by their diocese and parent governor representatives are elected. Such representatives are then notified to the Scrutiny Board and their appointment confirmed.

3.7 Where the Scrutiny Board deals with other non-educational matters the co-opted members may participate in any discussion but shall not be entitled to vote on those matters.

Crime and Disorder Committee

3.8 In accordance with the requirements of the Police and Justice Act 2006, the Council has designated the Scrutiny Board (Safer and Stronger Communities) to act as the Council's crime and disorder committee.

3.9 In its capacity as a crime and disorder committee, the Scrutiny Board (Safer and Stronger Communities) may co-opt additional members to serve on the Board, providing they are not an Executive Member.

3.10 The Scrutiny Board (Safer and Stronger Communities) may limit the co-opted member's participation to those matters where the Scrutiny Board is acting as the Council's crime and disorder committee.

3.11 Unless the Scrutiny Board (Safer and Stronger Communities) decides otherwise, any co-opted member shall not be entitled to vote and the Board may withdraw the co-opted membership at any time.

Issues to consider when seeking to appoint co-opted members

3.12 Currently, there is no overarching national guidance or criteria that should be considered when seeking to appoint co-opted members. As a result, there is a plethora of methods employed within Councils for the appointment of co-optees to Overview and Scrutiny Committees (Scrutiny Boards). For example, some Council's use "job descriptions", some carry out formal interviews and some advertise for co-optees in the local press, with individuals completing a simple application form which is then considered by Members.

¹ Article 6 states this appointment shall be for a term of office that does not go beyond the next Annual Meeting of Council

² Article 6 states these appointments shall be for a four-year term of office

- 3.13 The Constitution makes it clear that ‘co-option would normally only be appropriate where the co-opted member has some specialist skill or knowledge, which would be of assistance to the Scrutiny Board’. In considering the appointment of co-opted members, Scrutiny Boards should be satisfied that a co-opted member can use their specialist skill or knowledge to add value to the work of the Scrutiny Board. However, co-opted members should not be seen as a replacement to professional advice from officers.
- 3.14 Co-opted members should be considered as representatives of wider groups of people. However, when seeking external input into the Scrutiny Board’s work, consideration should always be given to other alternative approaches, such as the role of expert witnesses or use of external research studies, to help achieve a balanced evidence base.
- 3.15 When considering the appointment of a standing co-opted member for a term of office, Scrutiny Boards should be mindful of any potential conflicts of interest that may arise during the course of the year in view of the Scrutiny Boards’ wide ranging terms of reference. To help overcome this, Scrutiny Boards may wish to focus on the provision available to appoint up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.
- 3.16 Despite the lack of any national guidance, what is clear is that any process for appointing co-opted members should be open, effective and carried out in a manner which seeks to strengthen the work of Scrutiny Boards.

4.0 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 During 2010/11, the guidance surrounding co-opted members was discussed by the Scrutiny Chairs and it was agreed that individual Scrutiny Boards would consider the appointment of co-optees on an individual basis.

4.2 Equality and Diversity / Cohesion and Integration.

- 4.2.1 The process for appointing co-opted members should be open, effective and carried out in a manner which seeks to strengthen the work of the Scrutiny Board. In doing so, due regard should also be given to any potential equality issues in line with the Council’s Equality and Diversity Scheme.

4.3 Council Policies and City Priorities

- 4.3.1 The Council’s Scrutiny arrangements are one of the key parts of the Council’s governance arrangements. Within the Council’s Constitution, there is particular provision for the appointment of co-opted members to individual Scrutiny Boards, which this report seeks to summarise.

4.4 Resources and Value for Money

- 4.4.1 Where applicable, any incidental expenses paid to co-optees will be met within existing resources.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 Where additional members are co-opted onto a Scrutiny Board, such members must comply with the provisions set out in the Member's Code of Conduct as detailed within the Council's Constitution.

4.6 Risk Management

- 4.6.1 As stated in paragraph 3.15 above, when Scrutiny Boards are considering the appointment of a standing co-opted member for a term of office, they should be mindful of any potential conflicts of interest that may arise during the course of the year in view of the Scrutiny Boards' wide ranging terms of reference.

5.0 Conclusions

- 5.1 For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. However, the appointment of co-opted members has not been considered consistently across all Scrutiny Boards. This report therefore sets out the legislative arrangements in place for the appointment of specific co-opted members and also provides further guidance when seeking to appoint co-opted members.

6.0 Recommendations

- 6.1 In line with the options available outlined in this report, Members are asked to consider the appointment of co-opted members to the Scrutiny Board.

In addition to those voting co-opted member nominations mentioned in paragraph 3.5 the following non-voting nominations have been received:

Teacher Representative – Celia Foote (Board Member 2011/12)
Teacher Representative – Christine Raftery (new nomination)
Early Years Representative – Sandra Hutchinson (Board Member 2011/12)
Leeds Youth Work Partnership Representative – Taira Kayani (Board Member 2011/12)
Young Lives Leeds – Jeanette Morris-Boam (Board Member 2011/12)

7.0 Background documents³

- The Council's Constitution
- Police and Justice Act 2006
- KPMG Scrutiny Review May 2009

³ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Report of Head of Scrutiny and Member Development

Report to Children and Families Scrutiny Board

Date: 20th June 2012

Subject: Changes to the Council's Constitution in relation to Scrutiny

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. The annual review of Scrutiny identified a number of areas for amendment within Article 6 of the Constitution, the Scrutiny Boards' Terms of Reference and the Scrutiny Board Procedure Rules. These are either to ensure consistency in wording, to reflect legislative changes or to provide procedural clarity.

2. This report summarises the amendments made to the Council's Constitution, as agreed by Council on 21st May 2012, which directly relate to and/or impact on the work of Scrutiny Boards.

Recommendation

3. In fulfilling the role and function of the Scrutiny Board, Members are requested to note the amendments to the Council's Constitution outlined in this report.

1.0 Purpose of this report

- 1.1 This report provides the Board with information on recent amendments to the Council's Constitution, as agreed by Council on 21st May 2012, which directly relate to and/or impact on the work of Scrutiny Boards.

2.0 Background information

- 2.1 The annual review of Scrutiny more often than not identifies a number of areas for amendment within Article 6 of the Constitution, the Scrutiny Boards' Terms of Reference and the Scrutiny Board Procedure Rules. These are either to ensure consistency in wording, to reflect legislative changes or to provide procedural clarity.

3.0 Main issues

- 3.1 The more significant amendments made to the Council's Constitution in relation to the Overview and Scrutiny function are summarised below.

Article 6

- 3.2 The Localism Act 2011 has amended statutory provisions relating to scrutiny arrangements within the Local Government Act 2000. Such amendments are now reflected within Article 6 of the Constitution. It has also been updated to reflect the changes made to the Scrutiny Boards this year i.e. the replacement of the Scrutiny Board (Regeneration) with a Scrutiny Board (Housing and Regeneration).

Scrutiny Board Terms of Reference

- 3.3 Five themed Scrutiny Boards were established last year to mirror the Strategic Partnership Boards in order to promote a more strategic and outward looking Scrutiny function that focuses on the City Priorities. This approach will continue. However, as part of their terms of reference, the five Scrutiny Boards will no longer be tasked to undertake specific reviews linked to the City Priority Plans of their respective Partnerships. Instead, the Scrutiny Boards are authorised to review or scrutinise the performance of their relevant partnerships. In doing so, they will review outcomes, targets and priorities within the Business Plan and specific "Best City for...." priorities set out within the City Priority Plan.
- 3.4 Decisions made, or actions taken, in connection with the discharge of any functions which are the responsibility of the executive, which do not fall within the terms of reference of the five themed Scrutiny Boards, will continue to be considered by the Scrutiny Board (Resources and Council Services). In addition, this Board will also review or scrutinise the performance of the Children's Trust Board.
- 3.5 The new terms of reference for the Children and Families Scrutiny Board are attached for Members' information.

Scrutiny Board Procedure Rules

- 3.6 The Scrutiny Board Procedure Rules now state that all Scrutiny Boards will act as "critical friend" to the relevant partnership and consider and report on the following areas:

1. What contribution the Partnership Board is making to tackle poverty and inequality, and the progress being made against this?
 2. How successfully the Board's partnership arrangements are working?
 3. To what extent are significant benefits being seen from partnership working? How has partnership working ensured increased pace of change to address the issue in hand?
- 3.7 The Scrutiny Board Procedure Rules have also been effected by the Localism Act 2011 in relation to "councillor calls to action". Previously, the authority had to make arrangements to enable a Member to refer a 'local government matter' relevant to the scrutiny committee; now arrangements must enable Members to refer "any matter which is relevant to the functions of the committee and is not an excluded matter".
- 3.8 The other principle change following the Localism Act relates to the authority's powers to require a "partner authority" to provide information and also have regard to Scrutiny Board reports and recommendations. Previously, this could only be required if the information requested, or a report or recommendation, related to a local improvement target. Now, this may be required when the information or the report or recommendation relates to functions of a partner authority "so far as exercisable in relation to the authority's area or the inhabitants of that area". The provision is therefore wider and is reflected within the Scrutiny Board Procedure Rules.
- 3.9 Procedures in relation to Call In, which previously resided in the Scrutiny Board Procedure Rules, are now incorporated into the new Executive and Decision Making Procedure Rules within the Constitution to provide clarity. The Call In procedures now reflect the decision made by Council to add Area Committee decisions to the list of decisions exempt from Call In.
- 3.10 A review of the Scrutiny Board Procedure guidance notes has resulted in three of the guidance notes being removed from the Constitution. These relate to inquiry selection criteria; minority reports; and equality and diversity/cohesion and integration issues. Referencing is now made within the Scrutiny Board Procedure Rules to reflect the relevant issues that were set out within these guidance notes.

4.0 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The annual review of Scrutiny was conducted by the Head of Scrutiny and Member Development in consultation with the Corporate Governance Team and the Head of Leeds Initiative. The proposed changes to the scrutiny arrangements were considered by the General Purposes Committee on 9th May 2012, prior to being formally considered and approved by Council on 21st May 2012.

4.2 Equality and Diversity / Cohesion and Integration.

- 4.2.1 The amendments made in relation to the work of the Scrutiny Boards will not have an impact on equality and diversity/cohesion and integration matters. However, in line with the Scrutiny Board Procedure Rules, the Scrutiny Boards will continue to ensure

through service review that such issues are considered in decision making and policy formulation.

4.3 Council Policies and City Priorities

4.3.1 The terms of reference of the Scrutiny Boards promote a more strategic and outward looking Scrutiny function that focuses on the City Priorities. The Scrutiny Boards are now authorised to review or scrutinise the performance of their relevant Strategic Partnership Board. In doing so, they will review outcomes, targets and priorities within the Business Plan and specific “Best City for.... “ priorities set out within the City Priority Plan.

4.4 Resources and Value for Money

4.4.1 This report has no specific resource and value for money implications.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The amendments made to the scrutiny arrangements are reflective of recent legislative changes and also aim to provide procedural clarity.

4.6 Risk Management

4.6.1 This report has no risk management implications

5.0 Conclusions

5.1 The annual review of Scrutiny identified a number of areas for amendment within Article 6 of the Constitution, the Scrutiny Boards’ Terms of Reference and the Scrutiny Board Procedure Rules. These are either to ensure consistency in wording, to reflect legislative changes or to provide procedural clarity. The more significant amendments made to the Council’s Constitution in relation to the Overview and Scrutiny function are summarised within this report for Members’ information.

6.0 Recommendations

6.1 In fulfilling the role and function of the Scrutiny Board, Members are requested to note the amendments to the Council’s Constitution outlined in this report.

7.0 Background documents¹

- Report of the Head of Scrutiny and Member Development on Constitutional amendments – Scrutiny arrangements. General Purposes Committee, 9th May 2012.
- Council’s Constitution - Scrutiny Board Procedure Rules
- Council’s Constitution – Executive and Decision Making Procedure

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Scrutiny Board (Children and Families)

The Scrutiny Board (Children and Families) is authorised to discharge the following overview and scrutiny functions¹:

1. to review or scrutinise decisions made or other action taken in connection with any council or executive function or any matter which affects the authority's area or the inhabitants of that area;²
2. to review or scrutinise the performance of the Children's Trust Board;³
3. to carry out such other reviews or policy development tasks as it may be requested to do by either the Executive Board or the Council;
4. to act as the appropriate Scrutiny Board in relation to the Executive's initial proposals for a relevant plan or strategy⁴ within the Budget and Policy Framework;⁵
5. to review or scrutinise executive decisions that have been Called In;
6. to review outcomes, targets and priorities within the Council Business Plan and the Best city for children and young people priorities within the City Priority Plan;
7. to receive requests for scrutiny and councillor calls for action and undertake any subsequent work; and
8. to make such reports and recommendations as it considers appropriate and to receive and monitor formal responses to any reports or recommendations made.

¹ In relation to functions delegated to the Director of Children's Services under the Officer Delegation Scheme whether or not those functions are concurrently delegated to any other committee or officer.

² Including matters pertaining to outside bodies and partnerships to which the authority has made appointments.

³ The Scrutiny Board has a duty to do this each municipal year - Scrutiny Board Procedure Rule 10.3

⁴ Namely the Youth Justice Plan and the Children and Young Peoples Plan

⁵ In accordance with Budget and Policy Framework Procedure Rules.

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Report of the Head of Scrutiny and Member Development

Report to Children and Families Scrutiny Board

Date: 20th June 2012

Subject: Leeds Education Challenge

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

1 Purpose of this report

1.1 The Leeds Education Challenge is an ambitious city – wide campaign to accelerate improvement in learning outcomes for 180, 000 children and young people by:

- Realigning resources
- Developing a school led improvement strategy
- Ensuring equality
- Promoting challenge, partnership and innovation

This report is to advise members of the Scrutiny Board (Children and Families) that a verbal presentation will be made on the 20th of June to inform the process of identifying potential sources of scrutiny work during the 2012/13 municipal year.

2 Recommendations

2.1 Members are asked to:

- Note the information contained within this report.

3 Background documents

3.1 None¹

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.



Report author: Heather Pinches / Peter Storrie
Tel: 274638 / 43956

Report of Assistant Chief Executive (Customer Access and Performance) / Director of Children’s Services

Report to Children and Families Scrutiny Board

Date: 21st June 2012

Subject: 2011/12 Q4 Performance Report and Refresh of the Council Business Plan 2011-15

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 report presents to Scrutiny a summary of the quarter four (year end) performance data for 2011-12 which provides an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15, Children and Young People’s Plan 2011-15 and City Priority Plan 2011-15. The Board will note that this is the end of the first year of delivery of these four year plans.
2. Progress is overall positive both in embedding the vision and strategies of the children and young people’s plan and in delivering against the council business plan. There is recognition that performance against outcome measures is mixed, signs of progress are there but need to be built on with greater and more consistent evidence of impact.
3. It is year one and partnership effort has been considerable. This has focused on the city priorities (these are also the obsessions in the CYPP) while it is early there are signs of improvement especially with attendance. However, all three of these priorities are currently judged as amber.

Recommendations

4. Note the Q4 performance information and the issues which have been highlighted within the cover report and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.
5. Provide challenge and feedback on the proposed changes to the Council Business Plan to ensure that this plan remains both challenging but also realistic and achievable.

1 Purpose of this report

- 1.1 This report presents to Scrutiny a summary of the quarter four (year end) performance data for 2011-12 which provides an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15 and City Priority Plan 2011-15. An update is also provided on the priorities in the Leeds Children and Young People's Plan and on the recent refresh of this plan. The Board will note that this is the end of the first year of delivery of these four year plans.
- 1.2 This report also brings proposed changes to the Council Business Plan for Scrutiny to consider prior to sign of by Executive Board in July

2 Background information

- 2.3 The City Priority Plan 2011 to 2015 is the city-wide partnership plan which sets out the key outcomes and priorities to be delivered by the council and its partners. There are 21 priorities which are split across the 5 strategic partnerships who are responsible for ensuring the delivery of these agreed priorities.
- 2.4 The Council Business Plan 2011 to 2015 sets out the priorities for the council - it has two elements - five cross council priorities aligned to the council's values and a set of directorate priorities and targets.
- 2.5 Members will note that the delivery of City Priority Plan priorities are shared with partners across the city while the Council Business Plan sets out the Council's contribution to these shared priorities. This report provides an overview of the performance relating to both plans enabling Executive Board to directly challenge the council's performance as well as seeking to influence and challenge partners contributions through existing partnership arrangements.
- 2.5 The partnership contribution to children's elements of the City Priority Plan priorities is led by the Children's Trust Board and through delivery of the Leeds Children and Young People's Plan (CYPP). The City priorities, framed as obsessions, form part of the 11 children's priorities. This report includes a quarter 4 assessment of progress against all of the Children and Young People's Plan priorities.
- 2.6 This report includes 4 appendices:
- Appendix 1a – Performance Reports for the 3 City Priority Plan Priorities (these are the same as the “obsessions” from the CYPP)
 - Appendix 1b – Children's Services Directorate Priorities and Indicators
 - Appendix 1c – Summary of performance for all the Children and Young People's Plan priorities. NB full performance reports for each priority is available on request.
 - Appendix 2 – Proposed changes to the Council Business Plan

3 Main issues - Quarter 4 Performance Summary

City Priority Plan

3.1 There are 3 priorities in the City Priority Plan relevant to Children and Families Scrutiny Board although attendance is split into 2 (primary and secondary) which are given separate RAG ratings, all were assessed as amber at the end of quarter 4. Complimenting the traffic light performance judgement a second direction of travel judgement is made to provide a broader judgement of partnership progress.

3.2 Help children to live in safe and supportive families - **Looked After Children:**

After being largely stable in the first three quarters, the numbers of looked after children increased in Q4 with 26 more compared to the same period last year (up 1.8%). Though the rate of increase over the past year is better than that seen nationally (10% rise) or regionally and our figures are similar to the Core Cities', our numbers remain high with 1474 children in care (provisional March 31 year end) when compared nationally or with statistical neighbour authorities. There has been a greater increase in the proportion of very young children coming into care (0-4 yrs) this trend is currently being investigated to assess any patterns and opportunities for practice improvement, including better early support. From a budget perspective, external placements have risen over the past year, particularly the use of independent fostering agencies (IFAs) which are up by 31% (q1-3 11/12). To mitigate this a major campaign to increase numbers of local foster carers is underway, additionally Leeds performs well in terms of recently nationally published adoption performance. With local children's homes performance has improved at quarter 4 with 55% now rated as good or better

The quarter 4 increase in Looked After Children numbers is in the context of the significant service redesign that has taken place. This included social care teams moving to a new locality model in quarter 4 with substantial case and staff management changes. Any short term implications should be outweighed by the longer term potential improvement, especially of a service better structured and better aligned to the wider children's partnership. Clear and determined action is ongoing around early intervention work, family support, the social care referral process and the placement of LAC.

Judgement – While good service and partnership developmental work is ongoing the slight increase in numbers of Looked After Children in quarter 4 led to a judgement of amber and of static progress.

Update - Since the end of quarter 4 the number of Looked After Children has declined to levels consistent with the stability of the first three quarters of 2011-12 suggesting specific issues affected quarter 4 including service redesign and potential large sibling groups. Current figures are marginally below the same period last year, these will be confirmed at the end of quarter 1. External placement trends are also positive.

3.3 Improve behaviour, attendance and achievement - **school attendance:**

Secondary school attendance improved over the academic year 2010/11 with the highest ever recorded attendance in the city and a consequent narrowing of the gap to national performance. These improvements are considered attributable to improved school practice and to partnership efforts to prioritise good school attendance, particularly targeted work at the local level, though other factors such as milder weather will have helped. However, the challenge remains with recognition that in 2010/11 over 5000 of our secondary school pupils (or 11%) were persistently absent - missing three quarters of a day or more of their schooling per week - compared to 8.4% nationally. Within this group there is significant over-representation of our more vulnerable children – i.e. those entitled to free school meals and with special educational needs.

Primary Leeds school attendance improved over the academic year 2010/11 and results were largely inline with national results. (94.8% compared to 95% attendance)

Judgement – **Secondary** Amber and positive partnership progress. While results for 2010/11 represented best ever performance we acknowledge ongoing improvement is needed especially when comparing Leeds attendance levels to national and statistical neighbour authorities. There is confidence that partnership focus is having an impact as are improvements in practice in schools. **Primary** Amber and positive partnership progress. Partnership efforts are developing with an increasing focus around the early years and first years of school and the relationship with health services. It would only take a moderate improvement in performance to be considered green in future.

Update - Our analysis for the first two terms of the current academic year is suggesting ongoing strong improvement with the potential to significantly narrow the gap to national performance. Publication of national attendance data for the autumn term is available this month, enabling us to confirm our local information and to place Leeds performance in context.

3.4 Increase numbers in employment, education or training - **NEET**:

The year-end NEET figure is the 3 month adjusted average (Nov to Jan) used by the DfE for national comparison. The result is 8.1% which equates to 1919 young people. This is an improvement compared to last year (9.1%) and our performance is in line with statistical neighbours but there is a 2 percentage point gap to national performance.

Judgement – Performance is considered amber. While collective efforts are positive and delivering ongoing improvement the gap to national precludes a green judgement.

Update - More recent figures for February, March and April have showed some further improvement with NEET at 7.4% at the end of April (1799 young people).

Children and Young People's Plan

- 3.5 The CYPP 2011-15 was agreed in April 2011, it is championed and delivered through Children's Trust Board arrangements. The framework of outcomes, priorities, obsessions and indicators outlined is now widely understood across the city. While these remain unchanged the Children's Trust Board have made the

addition of the Leeds Education Challenge as part of the collective vision and as a central strand of improvement work.

The vision remains for Leeds to be a child friendly city. As part of this vision we will minimise the effects of child poverty and work to transform achievement across the city through the Leeds Education Challenge. This children's vision contributes to the wider Vision for Leeds ie that by 2030 Leeds will be locally and nationally recognised as the best city in the UK. We will drive change by using restorative practice, Outcomes Based Accountability, locality working and by extending the voice and influence of children and young people.

The emphasis on the 3 obsessions (city priorities) remains. This has helped focus attention and resources on children and families with the greatest needs and multiple poor outcomes. Work on the obsessions impacts on the full range of outcomes and indicators. Our starting point must always be identifying those most at risk of poor outcomes in each of the children's cluster areas across the city, and build responses and services around their needs.

3.6 A summary of performance for all Children's and Young People's key measures are contained in appendix 1c, these are based on reports to the Children's Trust Board. A full set of performance reports are available for each priority measure and can be provided to Scrutiny on request. These have not been included in this report simply to keep the volume more manageable. Performance at the end of the first year of the CYPP is in line with our expectations for this point in time of mixed progress alongside signs of improvement. This was reflected in the Government's decision to lift the Improvement Notice for Leeds Children's Services. There is evidence of improvement against some key indicators, but there is also recognition that often the gaps between average outcomes and those for the lowest achieving groups remain stubbornly significant. Key challenges include further work in the following areas:

- "turning the curve" for our 3 obsession indicators and other key indicators, ensuring that effort and input translates into improved outcomes,
- narrowing the gap for those who continue to experience worse outcomes than the average or best outcomes in the city,
- narrowing persistent health inequalities against the background of complex changes to the organisation and funding of health services, and
- developing strong clusters of multi agency services across the city that effectively target and direct resources to those most in need.

3.7 Progress to date on strategies like early intervention and locality working while positive requires consolidation and the city wide roll out of best practice. The key to our improvement strategy for the next year is to drive change at the locality level. We have the highest aspirations and are confident we can make a real difference for children and young people in Leeds, especially the most vulnerable. We will do this through a relentless focus on practical action in localities across the city. Our overall strategy remains to use Outcomes Based Accountability and Restorative Practice to build services and responses around local needs. Our approach to improvement has a number of dimensions and each of these will be

reviewed internally and subject to the external support and challenge arrangements. These include:

- High level actions in the new CYPP to accelerate progress on our 3 obsessions and supporting strategies.
- The actions for accelerating progress set out in the performance reports for our 16 key indicators.
- The Leeds Education Challenge action plans
- The Child Friendly City action plans
- The child poverty action plans
- The emerging Joint Health and Well Being strategy

Council Business Plan

3.8 **Directorate Priorities and Indicators** – there are 5 directorate priorities and 3 are assessed as green and 2 amber. The amber priorities are:

- Build a strong relationship with schools which delivers improved outcomes and develops their role in their local area.
- Develop a high performing and skilled workforce.

3.9 In terms of performance indicators 6 green, 3 amber and none red. This is an improvement compared to Q3 when 2 were rated red. Amber indicators are:

- percentage of children's homes that are rated good or better by Ofsted
- percentage of complaints resolved within 20 days
- percentage of pupil referral units rated good or better by Ofsted

3.10 Other issues for note including the Children's Services contribution to the People Plan and shared cross council priorities (based on the Council values) including:

- Appraisals: The results for Children's Services were 86% staff had full appraisals with 56% having a 6 month review. There is an issue with different appraisal processes and timescales across the joined –up directorate, for example, all staff on teaching contracts, which is now being rectified and the data corrected. There also remains a significant number of peripatetic teaching staff who work very minimal hours in one year and an alternative appraisal process is being proposed.
- Staff sickness: sick leave per full time equivalent (FTE) staff is 11.03 days compared to the Council wide figure of 9.29 days figures.

Changes to the Council Business Plan

3.11 It is important that our plans remain live and up to date and continue to reflect our most important priorities. Therefore a light-touch refresh of the Council Business Plan has been undertaken at Q4 with the aim of:

- adding any targets for 2012-13 which were missing when it was agreed last year;

- revise any other targets where performance has been particularly good and a further stretch is needed; and
- revise targets where there has been a significant policy or funding change or where changing circumstances means the target is no longer realistic.

3.12 The changes to the Council Business Plan for Children’s Services are shown in appendix 2.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 This is an information report and as such does not need to be consulted on with the public. However all performance information is published on the council’s and Leeds Initiative websites and is available to the public.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This is an information report and not a decision so due regard is not relevant. However, this report does include an update on equality issues as they relate to the various priorities.

4.3 Council policies and City Priorities

4.3.1 This report provides an update on progress in delivering the council and city priorities in line with the council’s performance management framework.

4.4 Resources and value for money

4.4.1 There are no specific resource implications from this report; however, it includes a high level update of the Children’s Services financial position within the Directorate Scorecard. This is in terms of the directorate contribution to the cross council priority within the Business Plan of “spending money wisely”.

4.5 Legal Implications, Access to Information and Call In

4.5.1 All performance information is publicly available and is published on the council and Leeds Initiative websites. This report is an information update providing Scrutiny with a summary of performance for the strategic priorities within its remit and as such is not subject to call in.

4.6 Risk Management

4.6.1 The Performance Report Cards include an update of the key risks and challenges for each of the priorities. This is supported by a comprehensive risk management process in the Council to monitor and manage key risks. These processes also link closely with performance management.

5 Conclusions

5.1 This report provides a summary of performance against the strategic priorities for the council and city related to Children and Families. Performance challenges remain for the partnership and the council but progress continues to be made in

these areas. The leadership and focus of the partnership is good and significant progress has been made in 2011/12 in those areas which will provide the foundations for improving outcomes eg joining up of a range of services in a single directorate and service redesign at a local level.

6 Recommendations

6.1 Members are recommended to:

- Note the Q4 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.
- Provide challenge and feedback on the proposed changes to the Council Business Plan to ensure that this plan remains both challenging but also realistic and achievable.

7 Background documents¹

7.1 Children and Young People's Plan

7.2 City Priority Plan 2011 to 2015

7.3 Council Business Plan 2011 to 2015

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Children's Trust – Children and Young People's Plan Report Cards April 2012

Meeting: Children's Trust Board - 27 April 2012 **Population:** All children and young people in Leeds

Outcome 1: Children and Young People are safe from harm **Priority 1:** **Obsession** Help children to live in safe and supportive families

LCC lead: Steve Walker **CTB lead:** Jane Held and Bridget Emery

Why is this a priority Outcomes for children are better when they are able to live safely within their own family and community. The high numbers of looked after children in Leeds impacts on the resources available to provide preventative services aimed at supporting children to live within their families safely.

Indicator RAG: 4th quartile against 2011 national results **Partnership DOT:** Progress achieved around early intervention and service redesign including management of referrals

Amber
↔

Story behind the baseline

For the majority of the past year the overall number of children looked after has been largely stable. However the final quarter has seen a small rise in numbers with a provisional end of March 2012 figure of 1,474 this compares to 1,448 at the beginning of the year, an increase of 1.8%. This increase is in line with the previous year. Regional benchmarking is indicating higher average increases of around 4.4%. The Leeds increase is in the context of the significant service redesign and any short term implications of the move to this new service model must be viewed in the context of longer term potential improvement.

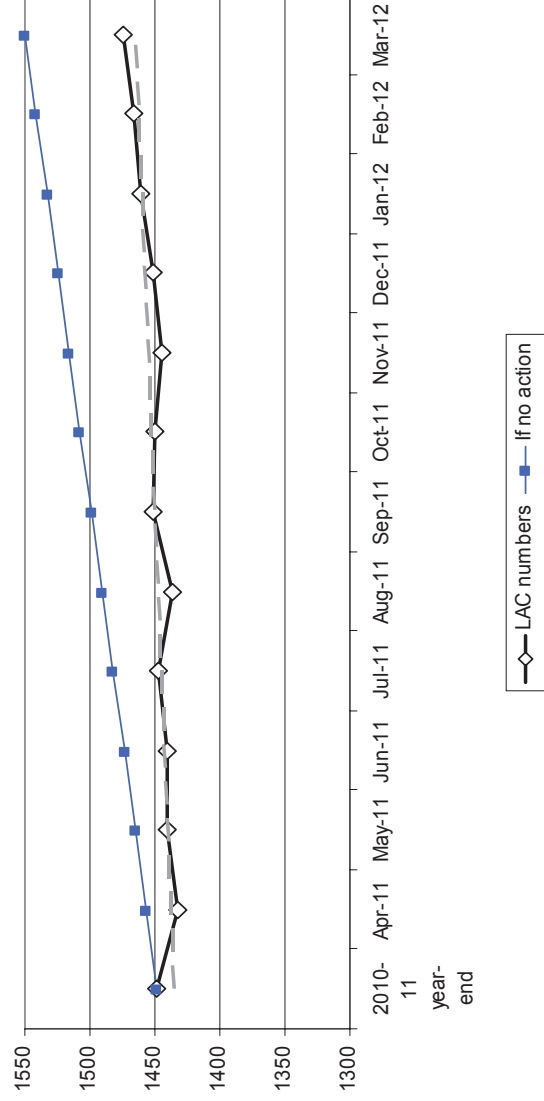
There is a small increase in the proportion of the looked after population that comes from the 0-4 year age range in January 2012 this was 30.8% compared to 28.6% in January 2011. The 11-15 range is where there has been a slight decline from 30% to 27% of the population.

Children and young people from a mixed heritage background are over-represented in the looked after cohort making up 12% of the cohort, whereas those from an Asian background are under-represented comprising 4% of the cohort. Those from a Black background also make up 4% of the Looked After Children population.

The past year (March 2011 and January 2012) has seen a 31% increase in the number of independent fostering agency (IFA) placements from 206 to 270 and the number of external residential placements has also risen from 76 to 89 a 17% increase. Regionally the share of placements in agency foster care is rising. These are important in budgetary terms given the relatively high costs of these placement types. In addition to reducing the need for children to enter care efforts are ongoing to support successful transition out of care and to reduce use of IFA and external residential placements.

What do children and young people think The Children's Rights service has worked with younger LAC in a children's home to produce a range of stories to illustrate our promise to looked after children and assist them to understand the changes in their lives. These powerful stories will be published. LAC young people took part in a consultation exercise around increasing school attendance. Issues were identified which they felt made school life more difficult for them. These results will be shared with Corporate Carers and the multi agency looked after management group; actions will be identified and progress against these reviewed

Number of children looked after



<p>What we have done</p> <ul style="list-style-type: none"> • Integrated Social Work & Looked After Children Service introduced in March 2012 - specialist looked after children's teams will focus on permanence for looked after children. • Begun to implement recommendations from Professor Thorpe with increased capacity at the Contact Centre Screening Team and weekly review of all requests for service currently being developed. • Increased the number of adopters approved (32 in whole of 10/11, 43 in 11/12 to date) and the number of children adopted between April 2011 and January 2012 compared to the previous financial year. • Leeds is taking part in local & national research initiatives looking at the breakdown of adoption placements and is a national lead authority working with the DfE on making the adoption process more timely. • Outcome Based Accountability (OBA) workshops on reducing the need for children to become looked after have taken place in half of all clusters. Provision of monthly data to cluster managers to support local intelligence. • Procedure in place to ensure appropriate Children's Centre services are provided to looked after children and children subject to child protection plan not currently in receipt of these services. • Ringfenced local authority solicitor time to progress the discharge of Care Orders in respect of children subject to placement with parent regulations. • Final therapist in South team in post. Launch event held on 15th March. • Submitted a bid to the Governments Troubled Families Initiative. Early indications are that Leeds is seen very positively as a potential early adopter, which could be worth approx £8M over the next three financial years. • Completed a consultation exercise on the CAF process through which 250 responses were received. Working with Mark Peel from Loughborough University to analyse these responses. 	<p>New actions</p> <ul style="list-style-type: none"> • Revising the CAF process to concentrate on identifying and meeting the additional needs of children and families, with support and advice from Professor Harriet Ward from the Centre for Child and Family Research and Mark Peel from Loughborough University. • Analyse the data collected on the Family Intervention Service to monitor the impact of the new service. • Early Start Teams, based in children's centres, will identify and work with families and place children for the free two year-old childcare places in children's centres, specifically targeting those likely to become looked after. • Pilot the new adoption assessment process being developed by the DfE and national lead authorities of which Leeds is one. • Undertake review of all children placed under Placement with Parent Regulations for longer than 12 months. • Launch new fostering and adoption web site. • Identify a new funding stream for the MST Child Abuse and Neglect project following withdrawal of NSPCC. This project would be only the second such team in the UK and would provide evidence based intervention for families where young people are subject to a Child Protection Plan. • Increase the use of Family Group Conferencing to support children to safely remain within their families. • An equality, diversity, cohesion, and integration impact assessment has been commissioned. This will examine the representation of different ethnic groups in the looked after children population and consider how the early intervention and preventative measures in place are supporting children and young people from all backgrounds to remain safely in the care of their families and communities.
<p>What works locally Increasing numbers of children exiting care through better focus on adoption, Special Guardianship Orders, supporting older children into independence and re-visiting plans for children looked after under voluntary agreements with parents.</p> <p>Partners with a role to play Children and young people, parents, schools, health visitors, family outreach workers, police, VCFS, childcare services, Youth Offending services. Community groups, drug and alcohol services, probation, adult services, housing, media, business, GPs, transport services, mental health (CAMHS).</p>	<p>Data development The data development needs from the LAC obsession OBA workshops to be collated, analysed and responded to. The second round of data analysis for the Placement Sufficiency Plan to be undertaken and further data requirements identified.</p>

Children's Trust – Children and Young People's Plan Report Cards April 2012

Meeting: Children's Trust Board - 27 April 2012

Population: Pupils in Leeds schools (Years 1-11)

Outcome 2: Children and young people do well at all levels of learning and have the skills for life

Priority 3a: **Obsession** Improve behaviour, attendance and achievement

LCC lead: Paul Brennan

CTB lead: Keith Gilert and Matthew Ward

Why is this an obsession There are strong links between attendance, attainment, being NEET and youth offending. Particular pupil groups who experience multiple poor outcomes are more likely to have poor attendance, e.g., those living in deprived areas; looked after children; pupils eligible for free school meals; pupils with special education needs and some BME groups.

RAG: Secondary 4th quartile Primary 3rd quartile against national results **Direction of travel:** Local efforts embedding with the start of evidence of impact

Primary Amber
Secondary Amber

Story behind the baseline

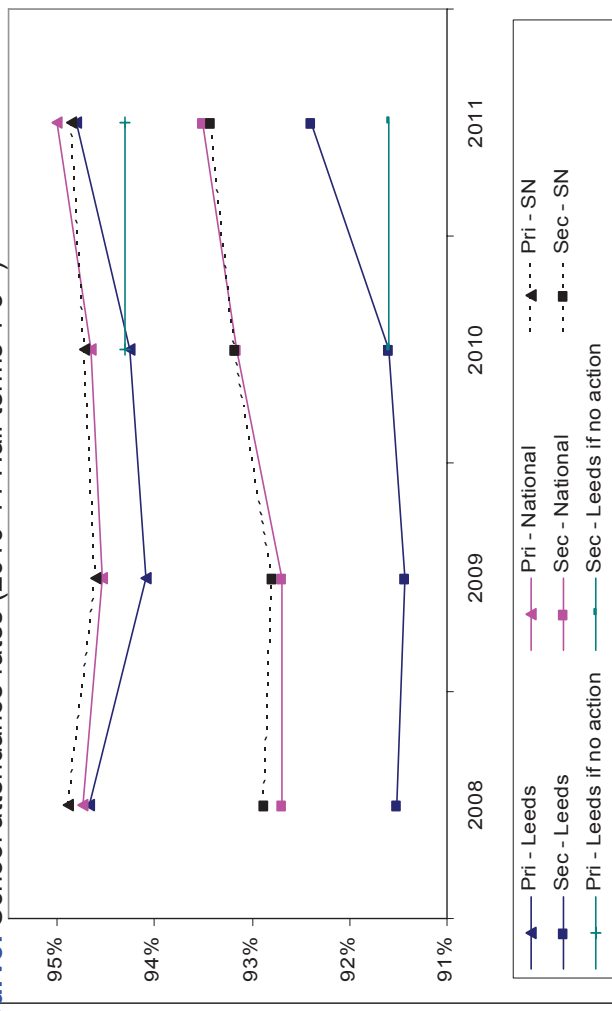
DFE published updated absence data for 2010/11 at the end of March. Attendance in Leeds primary schools improved by 0.4%pts in 2010/11 to 94.8% narrowing the gap to national (95%) and statistical neighbours (94.9%). In Leeds secondary schools attendance improved by 0.8%pts to 92.4 %, while this represents strong improvement and the highest levels recorded in Leeds attendance remains lower than national (93.5 %) and comparable authorities (93.4%). While secondary unauthorised absence levels are in line with national unauthorised is 2.5% compared to 1.4% nationally.

Sickness is the biggest reason for absence across all phases. Medical and dental appointments during school hours also contribute to around 5% of all absence from school. In the primary phase, it is significant that poorest attendance is seen in year 1. This is a trend reflected nationally and is therefore not just a Leeds issue.

The level of "agreed family holidays" is lower in Leeds secondary schools than nationally, whereas "not agreed family holidays" are higher. This evidences Leeds' schools willingness to challenge requests by parents to remove their children from school for holidays. Primary pupils, however, are twice as likely to be absent from school during term time due to requests for holidays. Many clusters are taking collective action in their 'turning the curve' action plans to develop consistency around authorising term-time holiday requests.

While the vast majority of children in Leeds attend school regularly without the need for any additional or targeted support a significant cohort of children miss an unacceptable amount of school. In 2010-11 the percentage of primary pupils persistently absent (PA), missing 15% or more of school (new DfE definition), was 4.3%, a good improvement from 5.5% in 2009/10 but 0.4%pts above national levels. In secondary schools 11.2% of Leeds pupils were PA, a reduction from 13.1% in 2009/10 but higher than national 8.4%. There is a significant over-representation of pupils in the secondary PA cohort who are eligible for free school meals, and pupils who have special educational needs; in particular pupils whose need is classified as "School Action Plus."

Curve: School attendance rates (2010-11 Half terms 1-5)



¹ Half-terms 1 to 5 of the 2010/11 academic year, the most recent period for which comparative data is available. Source: school census. SN = statistical neighbour

What do children and young people think

As part of local research undertaken into the reasons for persistent absence, young people told us that the key factors in absence are: problems at home and with parents; issues with the curriculum and lessons; and bullying was also mentioned as a factor. Groups such as young carers had particular issues affecting their school attendance.

What we have done

- Guidance and Support meetings are now well developed in most clusters. These are multi-agency meetings for discussing cases where low attendance is causing concerns, and where strategies for supporting families are agreed.
- The governance structures of the Leeds Education Challenge have been further developed and the strand on family and community engagement (termed “Beyond the school gate”) acknowledges that positive engagement with young people’s families and communities is essential to ensuring that children are in school.
- Clusters continue to hold Outcomes Based Accountability workshops to gather a wide range of partners, to address attendance and persistent absence. To date 23 clusters have done so. From these workshops “Turning the Curve” activity plans that have been produced. A consistent theme and commitment in these plans is to early intervention. Provided the parents of 140 school-aged children with evidence based parenting programmes that have improved their parenting skills, and reinforced the important of good school attendance.

New actions

- Developing media communications for parents and carers on key messages relating to attendance, and where relevant co-ordinating these at a regional level.
- Continue with recruitment of targeted services leaders and deploy these to clusters, as well as supporting clusters who wish to employ their own targeted services leaders.
- Ensure that the plan for Raising the Participation Age (RPA) incorporates cluster-led work on improving attendance. From 2013 local authorities become legally responsible for identifying young people who are not participating, and schools and colleges become legally responsible for promoting good attendance for 16 and 17 year olds.
- Support partnerships of schools to participate as pathfinders in the DfE’s National Exclusions Trial. Although the background to this project is not specifically about improving attendance, its objective is to improve the experience of pupils who are at risk of exclusion through earlier intervention, and these are often pupils who typically have poor attendance.

What works locally

Strategies to improve attendance are most successful where these are based on working holistically with a family to address all of their support needs, rather than attendance being seen as only the responsibility of the attendance improvement officers to resolve. Guidance and support meetings enable such holistic responses to be developed.

Data development

A dashboard is currently being developed to report attendance monthly to clusters, including persistent absence and unauthorised absence. There are some coverage and data approval issues to resolve. Circulation is scheduled for the summer term.

Partners with a role to play

Children and young people, parents, schools, health visitors, family outreach workers, police, VCFS, childcare services, community groups, drug and alcohol services, probation, adult services, housing services, IAG providers, media, business, Chamber of Commerce, GPs, transport services.

Children's Trust – Children and Young People's Plan Report Cards April 2012

Children Leads

Meeting: Children's Trust Board - 27 April 2012 **Population:** Young people of academic age 16, 17 and 18 (age on 31 Aug)

Outcome 2: Children and young people do well at all levels of learning and have the skills for life **Priority 4a:** **Obsession** Increase numbers in employment, education or training (EET)

LCC lead: Paul Brennan **CTB lead:** Martin Fleetwood and Alison France

Why is this an obsession Being in EET increases young people's confidence, prospects and economic independence and therefore supports the city's overall economic performance. By targeting groups and areas where NEET is a particular challenge, we can raise aspirations and prospects for young people who often have multiple poor outcomes. The current economic downturn presents challenges for young people looking to enter the workplace for the first time.

RAG: Gap to national performance latest results 4th quartile **Direction of travel:** Good rates of young people in learning and coordination of effort

Story behind the baseline

Curve: Percentage of young people who are NEET (Nov 11–Jan 12)

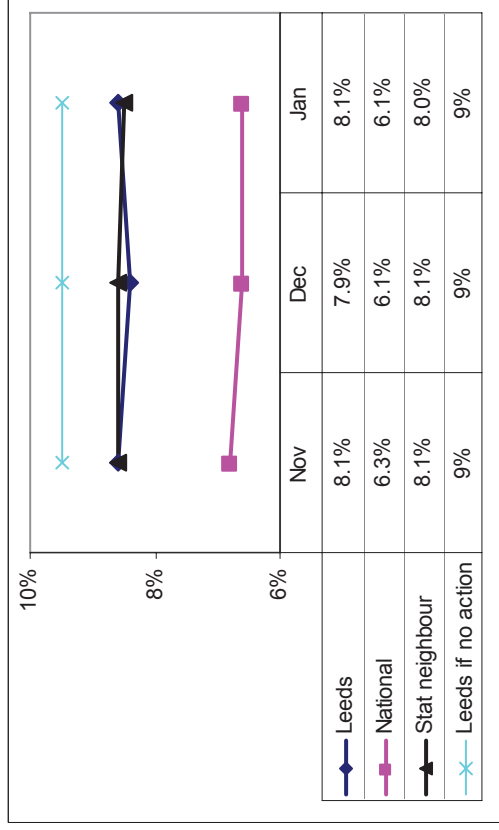
At the end of January there were 1919 NEET young people in Leeds. This is the "adjusted NEET" figure including some young people whose actual status is not known, but who are assumed to be NEET. The three month November to January average, used as the national measure for NEET, was 8.1% for Leeds. While above the 6.1% national figure the Leeds annual rate of improvement of 1% point was twice the national rate and Leeds results were consistent with statistical neighbours.

Levels of young people whose status is not known, highlighted in the quarter 3 report card, have reduced from 11.4% in November to 9.2% in January, this remains higher than the most recently reported national (8.0%) and statistical neighbour (6.2%) levels. The 11-19 (25) Learning and Support Partnership (LSP) have identified reducing the number of young people whose status is not known as a key priority.

The Raising of the Participation Age (RPA) means that young people will remain in education or training for an additional academic year after Year 11 from September 2013 and until age 18 from September 2015. Planning to reduce the number of young people who are NEET will therefore concentrate on increasing the number of young people in education or training. The January rate of young people in learning (79.6%) is slightly below the national level of 80.8%.

Some young people are statistically more likely to be NEET, e.g. some BME groups, those with learning difficulties and disabilities, care leavers, young offenders, poor school attenders, those attending the BESD SILC, PRUs or off-site learning, young parents, pregnant young women, homeless young people and those living away from their family. NEET rates also vary significantly across the city. Targeted and specialist support for young people in these groups, delivered by Prospects, iGen and voluntary, community and faith sector partners, provides support for the most vulnerable young people from these groups who have specific barriers to engagement in EET that require specialist knowledge and/or interventions.

Amber ↑



What do children and young people think A diverse group of NEET young people were consulted as part of the development of the Children and Young People's Plan. Young people said that the current economic climate had a big impact on their employability, however they also experienced other difficulties in finding employment, education or training, such as: difficulties using the systems in Jobcentres; access to IT to apply for jobs or courses; lack of confidence; struggling with interview skills; travel and financial barriers; poor reading and writing skills; and coping with complex personal circumstances.

What we have done

- A 'Leeds Guarantee' is currently in development, which will be a commitment as a city to young people aged 16-19 (25) in Leeds to ensure that they all have a place in employment or further learning. This will include pathway planning that supports entry into learning or employment, and is part of Leeds' aspiration to be a NEET-free city.
- As part of the Leeds Education Challenge and in preparation for formulating the Leeds Guarantee, a post-16 project is being undertaken to review the current 16-19 provision in Leeds. This has been commissioned to provide an independent and impartial assessment of how best to ensure viable and sustainable learning provision with the widest possible range of choices for young people.
- There are a range of measures included in the 2012/13 budget to work with businesses in the city following the idea of 'civic enterprise'; to encourage all sectors to work together to identify and create new job opportunities for young people.
- An Raising the Participation Age action plan has been developed for Leeds. Monitoring will take place through the 11-19 (25) Learning Support Partnership.
- Provided leadership and co-ordination for a Government worklessness programme delivering job coaches support to long term unemployed families.

What works locally

Accurate data and tracking, increased information sharing and improved learning options have all contributed to reducing NEET.

New actions

- Between now and September 2012, continue to support schools to prepare for their new duty to deliver impartial information, advice and guidance (IAG).
- The council is working with skills providers and business partners to relaunch the Leeds Retail Academy to ensure that the city's learning offer better meets the skills needs of employers in this important sector in the local economy.
- As part of the Government's Youth Contract, Leeds (alongside Bradford and Wakefield) is being awarded funding to contract to providers that support 16 and 17 year olds into education, work, apprenticeships or training. Leeds will be able to contract to organisations, including voluntary, community and faith sector organisations, that have a successful track record in delivering support to young people from a variety of backgrounds. Full details are being negotiated as part of our City Deal.
- Jobcentre Plus are reducing caseload sizes to enable advisers to spend more time with NEET young people.

Data development

Further work is needed around making use of data and information-sharing agreements to ensure a co-ordinated approach to sharing information about NEET young people. The Department for Work and Pensions are currently advising on future changes to enable information sharing between Jobcentre Plus and local authorities.

Partners with a role to play Schools and FE colleges, IAG providers, housing services, young people, parents and family, employers, Jobcentre Plus, offsite providers, Adult social care, Prospects, igen and voluntary, community and faith sector partners

2011/12 Children's Services Directorate Scorecard

Reporting Period : Quarter 4 2011/12

Contribution to Cross Council Priorities	Progress Summary	Overall Progress	Supporting Measures	Q1	Q2	Q3	Q4
Appraisals	Focus on appraisals has been maintained by leadership teams throughout the last quarter. A number of teams have been identified as having different appraisal processes and timescales, for example, all staff on teaching contracts, which is now being rectified and the data corrected. There remains on our staffing list a significant number of peripatetic teaching staff who work very minimal hours in one year and an alternative appraisal process is being proposed. Significant time is being set aside by leadership teams to prepare for the new process.	Amber	Every year 100% of staff have an appraisal	19%	87%	88%	86%
Staff engagement	Results of the autumn survey were shared with leadership team in January- following this heads of service were asked to take the key messages into their local teams. This has resulted in some good and new practice, for example one head of service has instigated 'Time to Talk' sessions for staff and another has engagement as a standing item on the leadership team agenda. Work continues on how we ensure that key messages are communicated to staff who work in localities and in particular, those staff who 'hot desk' or work in a number of different locations.	Amber	Increase the level of staff engagement NB the engagement score measures the extent to which the organisation is satisfying what employees need to feel engaged	N/A	N/A	72% Baseline	N/A
Consultation	A QA exercised showed that although there was often a great deal of relevant information on consultation, report-writers also need to explicitly state why consultation has not been necessary, if that is the case. However, One report did do this well. Not all reports made it clear how the results of consultation impacted on the final decision. Officers should remember to reference Talking Point records of relevant consultation activity.	Green	Every year we will be able to evidence that consultation has taken place in 100 per cent of major decisions affecting the lives of communities	To be reported in Quarter 4			100%
Equality	Significant improvements have been made this quarter. The one report that did not provide sufficient evidence to meet the criteria for this indicator, it did not include any reference to how due regard to equality had been given. A QA undertaken of how due regard to equality was demonstrated overall within in reports has shown that across the board minor improvement are needed within reports from Children's Services. The outcomes from the QA exercise will be discussed within the Directorate and a specific session on giving due regard within decision making is being planned. In addition, Children's Services are putting actions into place to ensure future reports do give due regard to equality as outlined in the methodology for this indicator.	Amber	Every year we will be able to evidence that equality issues have been considered in 100 per cent of major decisions	To be reported in Quarter 4			89%
Keep within budget	The main pressure on the budget has been around the high number of looked after children and in particular the externally provided residential and fostering placement budgets. These pressures have been partly offset by other savings across the directorate and the allocation of £2m transitional funding from NHS Leeds.	Green	No variation from agreed directorate budget in the year	£7,797,000 overspend	£4,911,000 overspend	£3,840,000 overspend	£19,000 overspend
Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Q1	Q2	Q3	Q4

<p>Create the environment for effective partnership working</p>	<p>Officers supporting each of the Leeds Initiative Boards have begun meeting regularly to develop consistency and partnership between the Boards and the City Priority Plans. A first meeting of the Chairs of each of the LI Boards has also been arranged for April. The March Children's Trust Board meeting included two very good partnership discussions: the first on NEET resulted in a commitment from partners to participate in a further OBA workshop with a focus around a '0-24' approach, skills needs and data sharing; the second on an agreement for next year's education standards reports to include input from the colleges. The Children's Trust Board is continuing to receive and consider regular performance information at city and cluster level. This includes the second round of progress reports against the three obsessions in the CYPP.</p>	<p>Green</p>					
<p>Deliver the Children and Young People's Plan (CYPP) with the aim of creating a Child Friendly City (CFC)</p>	<p>The CYPP is being refreshed, to reflect national and local change; to build on the excellent momentum around the obsessions, and to make clearer links with the Leeds Education Challenge. The CYPP refresh is being reported to Children's Trust Board in April. Progress on CFC work in quarter 4 includes: 40 CFC Young Advisors have been recruited across the city. The Yorkshire Evening Post (YEP) are working in partnership with LCC to develop CFC awards for the city, managed through the newspaper. This will be a great promotion of the CFC initiative. A group of CFC young advisors have been involved in the initial development and met with the editor in February to start to categorise the awards. The Leeds Youth Council have pledged to campaign on 3 of the twelve priorities, following on from their involvement in the consultation and development phase of the CFC, and the CFC seminar with elected members.</p>	<p>Green</p>					
<p>Put in place a joined-up children's directorate</p>	<p>We have completed a restructure to create a single leadership and management structure for children's services. To date consultation with over 3000 staff has either been closed or is in the process of being formally concluded. This consultation means that all staff in these areas know about the proposals for posts in their areas, or are aware of longer term pieces of work that are in development, that they will be formally consulted on at an appropriate time. Over 1900 staff have been placed into positions, with the vast majority being slotted into posts. In some areas, consultation is ongoing and has been extended at the request of staff and Trade Unions. This extension is to support a meaningful dialogue over the proposals for structural change in these areas. This involves 1130 staff, with interviews likely to affect fewer than 100 staff once the proposals are finalised. In those areas where consultation has concluded and staff are being formally slotted into posts, the implementation date was 31 March 2012. Where consultation is still being undertaken it is likely to be by 1 June 2012.</p>	<p>Green</p>	<p>Complete restructure of children's services</p>	<p>Amber</p>	<p>Amber</p>	<p>Amber</p>	<p>Amber</p>
<p>Build a strong relationship with schools which delivers improved outcomes and develops their role in their local area</p>	<p>This term has seen a major review and refresh of our approach following feedback from headteachers. This has changed the nature of the underpinning activity and the restructure of children's services has placed the Leeds Education Challenge (LEC) at the centre of the new directorate's work. We have also begun detailed conversations with the local universities about the contribution they might be able to make. The operational focus now is to substantially increase the engagement by schools and headteachers, to enable more detailed activity to begin. A primary and secondary headteacher have each been seconded on a 0.5 basis to cover Learning Improvement work, that brings headteachers to the heart of directorate decision-making.</p>	<p>Amber</p>					

<p>Develop a high performing and skilled workforce</p>	<p>This quarter the leadership development programme for all recently appointed leaders at tiers 2/3/4 began and many colleagues are now working with a mentor allocated through the council wide mentoring scheme. Information on the engagement survey and liP review was shared with leaders at their first leadership event – plans are now underway for the next engagement survey which will take place in May. Considerable work has been done and will continue throughout the next few weeks in preparation for the launch of the new appraisal process and Cornerstone learning management system. Plans are being developed to ensure staff and the directorate are prepared for the forthcoming changes to the social work 'Assessed Year in Employment' – this work is taking place alongside a joint adults and children's review of social work job descriptions and roles.</p>	<p>Amber</p>					
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			Increase percentage of children's homes that are rated good or better by Ofsted	50%	45%	45%	55%
			Increase percentage of council-run children's centres that are rated good or better by Ofsted	83%	85%	87%	82%
			Increase percentage of pupil referral units rated good or better by Ofsted	67%	67%	67%	67%
			Maintain percentage of initial assessments carried out by social care within timescale	85.9%	80.1%	81.9%	81.5% (7601/9325)
			Maintain percentage of in-depth (or core) assessments carried out by social care within timescale	91.8%	88.9%	89.0%	89.2% (2745/3077)
			Increase percentage of children in care with a qualified social worker	99.4%	100%	99.9% ¹	99.0% ² (1453/1467)
			Increase percentage of children with a child protection plan with a qualified social worker	99.7%	100%	100%	100%
			Increase percentage of complaints resolved within 20 days	63%	62%	76%	74%
			Increase percentage of complaints resolved by the initial investigation ³	96%	95%	98%	95%

City Priority Plans	Overall Progress	Headline Indicator	Q1	Q2	Q3	Q4
Help children to live in safe and supportive families.	↔	Reduce the number of children in care ⁴	1440	1452	1451	1474
Improve behaviour, attendance and achievement.	↑	Raise the level of attendance: primary schools ⁵	94.8%			
		Raise the level of attendance: secondary schools ⁵	92.4%			
Increase the levels of young people in employment, education or training.	↑	Reduce the number of 16- to 19-year-olds who are not in education, employment or training ⁶	8.8% (2099) Not Knowns 7.6% (1874)	8.9% (2024) Not Knowns 28% (6807)	7.9% (1880) Not Knowns 11.3% (2739)	7.8% (1799) Not Knowns 8.9% (2159)

Self Assessment

A large focus of the directorate's activity in quarter 4 has been on concluding the restructure activity that has brought about one integrated directorate, with a range of support at different levels of need. The leadership structure is now virtually complete, and a development programme has begun.

Service redesign work in children's social care has also been completed, to ensure that children's social care services are delivered in a much more integrated way. The new service includes a significant increase in capacity and the new teams are much more locally based around clusters of services so they can work more closely with schools, health visiting teams and other professionals working with children, and develop better and more in-depth relationships.

City priority plan indicator traffic lights are derived from the quartile that Leeds' performance falls into when ranked by all national authorities, based on the most recent confirmed national data releases. This is because quartile rankings are the basis on which the DfE judge the performance of local authorities. Red ratings are where Leeds performance is in the fourth quartile, amber indicators are where Leeds performance is in the third quartile. These indicators have been selected as the 'obsessions' for Children's Services because they are the areas where we are confident that improvements will have a domino effect of a positive impact on a range of other outcomes for children and young people. The direction of travel is assured and work is in progress to bring about improvement in all three of these areas. These are long-term and complex programmes of change, so we are not yet at the point of seeing a shift in these indicator results.

Notes
 1- Two looked after children did not have a qualified social worker allocated to them on 31 December 2011. Their key worker at the time was a specialist pathway planning advisor and both young people now have a qualified social worker allocated to them.
 2- Only 1 child was not allocated to any key worker. 9 were allocated to Personal Advisors in the 13+ LAC teams who are unqualified but specialist in supporting young people aged 16+ preparing to leave care and the remainder were allocated to unqualified workers such as social work assistants
 3 - The percentage of quarter 4 complaints resolved within 20 working days can only be calculated 20 working days after the end of April, and complainants have 20 working days after this point to decide if they wish to take a complaint to stage 2.
 4 - Snapshot indicator, as at 30 June 2011, 30 September 2011, 31 December 2011 and 31 March 2012. Please note that in-year data on the number of looked after children is provisional. The confirmed annual result is available later in summer 2012.
 5 - The result is for the 2010/11 academic year.
 6 - The NEET and Not Known figures reported above are the positions as at March 2012. These figures differ to the figures reported in the 'Increase numbers in employment, education or training' report card. The NEET figure reported in the report card is the three month Nov to Jan average which is used as the national measure for NEET. The Not Known figure reported in the report card is the figure as at Jan 2012.

Appendix 1c 2011-12 Quarter 4 Summary of Progress against Children and Young People Plan priorities including obsessions (City Priorities).

1 Background

- 1.1 This appendix offer an assessment of performance and progress against the Leeds Children and Young People's Plan priorities at the end of the 2011/12 financial year. This includes the three city priorities (obsessions) for children and families. An overall summary of progress is provided highlighting success and suggested areas of partnership focus. This is followed by a summary of performance against each priority – a full Outcomes Based Accountability based performance report is available for each priority measure and can be provided to Scrutiny on request. These were collated for, and have been reviewed by, the Children's Trust Board but have not been included in this report simply to keep the volume of information more manageable.
- 1.2 Quarterly updates are provided on the 3 city priorities. At quarters 2 and 4 these form part of updates on all 11 priorities of the children and young people's plan. At the end of the first year of the current Children and Young People's we have provided a traffic light assessment on performance and a judgement on direction of travel in terms of partnership progress in addressing the priority. At the end of the first year 11 priorities are considered to be moving in the right direction with 5 where further or greater momentum in needed. When assessing performance against our priority measures the overall assessment is of amber performance, good progress but more to do. While performance is overall positive it is tempered by how Leeds compares to national performance and the performance of similar authorities. As comparative performance was one of the basis for selecting our improvement priorities progress must be assessed against our starting point, progress to date and the collective work undertaken; but we are not there yet. It is consistent with our child friendly city aspirations to challenge ourselves on how well outcomes for children in Leeds compare with children outside of Leeds.
- 1.3 Performance reports are based on performance for the financial year 2011/12. As a consequence a number are based on measures that are at this point provisional or partial year results. Others relate to the 2010/11 academic year.

2 Successes

Impact

- 2.1 Improvements in safeguarding practice mean that following a sustained increase the number of children subject to a child protection plan is now declining, at the end of March 914 children were subject to a plan from an August peak of 1,171. Improvements have impacted both on our ability to de-register children given the reduction in risk and to reduce the numbers reaching the level of risk where a child protection plan is appropriate.
- 2.2 2011 Foundation Stage results show a 5 percentage point improvement in the proportion of children achieving a good level of development; a faster rate of improvement than seen nationally or for statistical neighbours, Leeds results are now within 1 percentage point of national.
- 2.3 Information published in April shows that in 2011 for the first time over half of Leeds young people (in Leeds at academic age 15) achieved a level 3 qualification by age

19. This is an improvement of 4.6 percentage points compared to the 2010 with 51.3% now reaching this level. However while the proportion of young people who were eligible for school meals (FSM) obtaining Level 3 qualification by 19 has also increased this increase has been less than their peers and so the gap has widened.

- 2.4 Between August 2010 and July 2011 2,037 16-18 year olds in Leeds started an apprenticeship. This equates to 56% more than in the same period for 2009/10. From August 2011 to January 2012 there have been for 1254 new 16-18 apprenticeship starts for Leeds, a 7.9% improvement on the same period last year.
- 2.5 Recently published DFE absence data for 2010/11 confirms Leeds primary attendance at 94.8% narrowing the gap to national at 95%. Secondary schools attendance improved to 92.4 %, the highest levels recorded in Leeds. While secondary authorised absence is now inline with national unauthorised absence is 1.1 percentage points above.
- 2.6 The number of young offenders is continues to fall; over the last five years it has fallen from 2,484 offenders in 2007-08 to 1,059 offenders in 2011-12. The percentage who have offended one or more times in 2011-12 is now 1.57%. This represents a fall of over 1.1% points from the 2009-10 baseline figure of 2.7%

Effort

- 2.7 There has been an increase in the number of adopters approved (32 in 2010/11, 43 in 2011/12 to date) and the number of children adopted between April 2011 and January 2012 compared to the previous financial year. Leeds is a national lead authority working with the DfE on making the adoption process more timely.
- 2.8 A new “Strengthening Families” model of child protection conferences focusing on risk analysis, shared responsibility for the child protection planning process and timely improvements for children was introduced in August 2011.
- 2.9 A Raising the Participation Age action plan has been developed for Leeds led by the 11-19 (25) Learning Support Partnership. This reflects how our priority to address NEET will transition into the requirement to ensure participation.
- 2.10 Early Start teams have been brought together in Seacroft/Manston and Little London cluster areas. Other cluster teams will be in place by September 2012.
- 2.11 Nearly 20 Leeds headteachers are accredited as Local Leaders of Education by the National College of School Leadership, and a further six as National Leaders. There are also now two Teaching Schools in Leeds, including one special school.
- 2.12 As an example of good practice Guiseley School held an event to promote apprenticeships as a progression route to Higher Education. The event included employers, the National Apprenticeships Service (NAS) and the local authority; the NAS have published the model and circulated it to roll out nationally.
- 2.13 Implementation of the Short Breaks Commissioning Plan including the procurement of two new short breaks services for 2012/13. Disabled young people were involved in interviewing potential providers. The Short Breaks Statement published in October 2011 informs families about what short breaks are available and how they can access and make informed choices about short breaks.
- 2.14 Leeds Healthy Schools and Wellbeing Service (LHSWBS) has delivered training and advice to school staff on healthy eating advice: healthy packed lunches, food policy and free school meals. They have also continued the roll out of enhanced healthy schools award: 113 schools are working with the obesity priority setting baselines and measuring impact of activities.

- 2.15 Ongoing efforts to involve children and young people in service and activity development, including: Child Friendly City young advisors being recruited with currently over 40 children and young people recruited; 25 young people undertook mystery shopping on sexual health services and they have submitted reports on their findings; 20 young people have been trained as peer inspectors and carrying out inspections on youth service provision.
- 2.16 The Positive Activities for Young People (PAYP) team working in partnership have expanded the Breeze Friday Night Project to include Friday Night Projects in Pudsey, East Leeds Leisure Centre, Denis Healy Centre, in addition to the Middleton Leisure Centre and the Saturday Night Project based in Armley Leisure Centre.
- 2.17 First citywide members of national Youth Parliament elections were held with 4795 votes from young people across the city.

3 Areas for partnership focus

- 3.1 For the majority of the past year the overall number of children looked after has been stable. However the final quarter has seen a small rise in numbers with a provisional end of March 2012 figure of 1,474 this represents a rate of increase of 1.8%, in line with the previous year. This is in the context of the significant service redesign with social care teams moving to their new locality model with consequent case and staff management changes. Any short term implications of the move to this new service model must be viewed in the context of longer term potential improvement especially of a service both better structured and one better aligned to the wider partnership. Regional benchmarking highlights higher average increases across the region. Clear and determined action is ongoing around early intervention work, family support, the social care referral process and the placement of Looked After Children. The challenge remains to move from slowing and stabilising, to turning the curve.
[Update: The increase evident in quarter 4 of 2011/12 has not continued into quarter 1 of 2012/13 with numbers of Looked After Children reducing since the end of the quarter, numbers are now slightly below the same period last year.](#)
- 3.2 While the Common Assessment Framework is integral to the reducing the need for children to enter care the numbers of CAFs initiated in 2011/12 is lower than 2010/11. Our intention is to reinforce our commitment of CAF but in doing so to simplify the process. Support and advice for this is being provided by Professor Harriet Ward from the Centre for Child and Family Research and Mark Peel from Leicester University who have worked with a number of authorities on the successful implementation of CAF. This work is integral to our overall response to child and family need, with a better process around which to build support to children and families we would expect to see CAF numbers rise in the next 12 months.
[Update: CAF numbers have risen in May with the review and relaunch of the process.](#)
- 3.3 The impact of deprivation and poverty on learning outcomes remains fundamental. While overall results have improved at the foundation stage against the national gap measure the Leeds gap between the bottom 20% and the average remains above the national gap. At the foundation stage the challenge is to ensure that all children are ready for learning. This then translates to closing the performance gap. At the end of primary the percentage achieving level 4 or above is 24 %pts lower for FSM eligible pupils than for the combined English and maths indicator. This continues at ages 16 and 19 evidenced by the fact that in Leeds there has been little real impact on the

gap in attainment between young people who are eligible for free school meals and those who are not, with the gap widening in terms of level 3 at 19 in 2011. Combinations of social disadvantage have a powerful effect on attainment levels. In response to this, the Leeds Education Challenge (LEC) is an ambitious city-wide commitment to drive school and learning improvement. While all five work strands of the LEC are relevant two have a particular focus, closing the gap for vulnerable learners and ensuring family and community engagement that is termed as work “beyond the school gate”.

- 3.4 Post 16 learning provision remains an area of substantial national and local change with performance pressures around both ensuring all young people are in learning and that we are equipping Leeds young people for higher education and for the 21st century workforce. While recently available information on learning outcomes at 19 shows good progress; gaps to national performance at Level 3 remain and not all young people are reaching desired levels. In response to this a number of areas of work are underway. A ‘Leeds Guarantee’ is currently in development, which will be a commitment as a city to young people aged 16-19 (25) in Leeds to ensure that they all have a place in employment or further learning. As part of the Leeds Education Challenge a post-16 project is being undertaken to review the current 16-19 provision in Leeds. This has been commissioned to provide an independent and impartial assessment of how best to ensure viable and sustainable learning provision with the widest possible range of choices for young people. We will respond to the recommendations of the review to evaluate the extent to which provision allows for the Leeds Guarantee to be achieved by 2015. The backdrop for this is significant change to the 16-19 funding system coupled with short term reductions in 16-19 learner numbers.

Outcome	Indicator	Summary	Performance			
			2010/11 result	Quarter 4 result	RAG and Direction of Travel	National Quartile
Safe from harm	Obsession: Number of looked after children	While numbers in care were effectively static for the year up to December the last quarter has seen a small rise. This was during a period of major service change with the implementation of new locality working arrangements and some short term disruption could be anticipated in the context of longer term improvement. Overall numbers are 26 higher than a year ago an increase of 1.8%, similar to 2010-11. There is a slight trend, emphasised in the last quarter, to a greater proportion of those entering and in care being from the 0-4 age range. Supporting the redesign of social care services is ongoing investment in early intervention and family support. In addition to reducing the need to enter care there is a continuing focus on those children and young people in care, including involvement in national adoption work. Placement costs remain a concern and a focus. Update: Looked after children numbers are reducing in quarter one correcting the increase seen in quarter 4	1448 March 2011	1474 96.9 per 10,000 (provisional 31 March 2012)	Amber	2011 4 quartile 82-145 per 10,000
	Number of children subject to Child Protection Plans	Up to August 2011 improvements to safeguarding practice had led to a sustained increase in the number of children subject to a child protection plan, this has since fallen back. This decrease is based on continuing efforts to ensure robust practice and effective intervention; impacting both on our ability to de-register children given the reduction in risk and to reduce the numbers reaching the level of risk where a CPP is appropriate.	974 March 2011	914 60.3 per 10,000 (provisional 31 March 2012)	Amber æ	2011 4 th quartile 52-107 per 10,000
Do well in learning and have the skills for life	Obsession: Primary & secondary attendance	Recently published national data for 2010-11 half terms 1-5 highlights good progress. Primary attendance is close to national and persistent absence has reduced. At secondary attendance is at highest recorded levels and persistent absence reducing. However gaps to national performance remain, unauthorised absence being a particular issue. Good work is ongoing at the locality level including within schools and in at cluster level in terms of OBA sessions and action plans. Examples of this in practice are efforts to improve consistency around authorising term-time holiday requests and targeted work with families. Early indications are of good improvement in the first part of the current academic year	94.4% Primary 91.6% Secondary 2009-10 HT1-5	94.8% Primary 92.4% Secondary 2010-11 HT1-5	Primary Amber æ Secondary Amber æ	2010-11 academic year Primary 3 rd quartile 94.9-94.7% Secondary 4 th quartile 91.2-93.1%

Outcome	Indicator	Summary	Performance			
			2010/11 result	Quarter 4 result	RAG and Direction of Travel	National Quartile
Do well in learning and have the skills for life Page 50	Obsession: NEET	At the end of January there were 1919 NEET young people in Leeds an adjusted NEET rate of 8.1%, this rate improved to 7.7% in February. 8.1% is also the three month November to January average used for national comparison. DFE estimates that this is a reduction from 9.1% for the equivalent 2010-11 period (estimate given definition change in April 11). While gaps to national remain Leeds performance is similar to statistical neighbours. Reducing NEET is increasingly viewed in the context of raising the participation age. Central to this is schools increasing role around information advice and guidance. Improvements are ongoing in locality and multi-agency focus and support for individuals who are NEET.	9.1% Nov – Jan average DFE estimate	8.1% Nov 2011– Jan 2012 average 7.7% February	Amber æ	Nov 2011– Jan 2012 average 4th quartile 7.5-11.8%
	Foundation Stage good level of achievement	2011 results show a 5% point improvement in the proportion of children achieving a good level of development, Leeds results are now within 1%pt of national. While more children are now reaching the desired level the national measure of the gap between average outcomes and those of the lowest attaining 20% remains too wide and an ongoing challenge. While outcome gaps are a concern for many groups of children there have been some encouraging developments in recent years, for example results for boys and Looked After Children have improved more than the overall figure, since 2009. Leeds will need to respond to changes in the foundation stage and to continue to focus targeted support to families on addressing equality gaps.	53% 2009/10 academic year	58% 2010/11 academic year	Amber æ	2010-11 academic year 3 rd quartile 55-58.5%
	Key Stage 2 level 4+ English and maths	While Leeds performance remains close to national, performance has been largely static. Over a five year period the rate of improvement on the headline indicator has been less than the rate nationally and for statistical neighbours. Standards at Key Stage 2 are therefore a major focus for the Leeds Education Challenge. Capacity for improvement is reflected in the increase in the percentage of pupils making two levels of progress between Key Stage 1 and 2 in English (88%) and Maths (85%). Leeds progress rates compare well. However the number of schools below the floor standard increased from 21 to 34 in 2011, representing 16% of primary schools in Leeds.	74% 2009/10 academic year	73% 2010/11 academic year	Amber	2010-11 academic year 3 rd quartile 73-75%

Outcome	Indicator	Summary	Performance			
			2010/11 result	Quarter 4 result	RAG and Direction of Travel	National Quartile
Do well in learning and have the skills for life	5+ A*-C GCSE inc English and maths	In 2011 53.7% of year 11 pupils gained five good GCSEs including English and maths. While 3.1% points higher than in 2010 the gap to national has widened to 5.2% points. The reasons why some young people do less well at age 16 include both school factors, such as quality of teaching and non-school factors, such as social disadvantage as evidenced in the free school meal attainment gap. In response to this, the Leeds Education Challenge (LEC) is an ambitious city-wide commitment to improving learning outcomes. National changes in what qualifications count towards performance measures will impact on future results and will influence curriculum offers from this September.	50.6% 2009/10 academic year	53.7% 2010/11 academic year	Amber	2010-11 academic year 4th quartile 41-55.4%
	Level 3 qualifications at 19	In 2011 4,728 young people in Leeds achieved a level 3 qualification by age 19. This is an improvement of 4.6 percentage points compared to the 2010 result with now over half of young people reaching this level at 51.3%. Leeds is improving faster than national and statistical neighbours. While a higher proportion of young people who were eligible for school meals (FSM) reached achieved a Level 3 qualification in 2011 the gap to their peers who were not FSM-eligible widened by two percentage points to 29. There are a number of factors likely to impact on post-16 provision that could impact on future performance at level 3. For example, changes to the 16-19 funding system, coupled with reductions in 16-19 learner numbers due to demographic changes, will mean major reductions in funding for most Leeds schools and colleges from next year	46.8% 2009/10 academic year	51.3% 2010/11 academic year	Amber æ	2010-11 academic year 3 rd quartile 49.0-53.7%
	16-18 year olds starting apprenticeships	The 2010/11 academic year saw a 56% increase in the number of 16-18 year olds in Leeds starting apprenticeships, with 2,037 starts. This improvement rate was significantly above national and regional improvement rates. Improvement is continuing with 1254 16-18 year olds starting apprenticeships from August 2011 to January 2012, 7.9% more than for the same period in the previous year. Success rates in 2010/11 for Leeds apprenticeships at all levels (intermediate, advanced and higher) were higher than national success rates. Work with the National Apprenticeship Service is ongoing including promoting of the apprenticeship option. There are good examples of the local promotion of apprenticeships including schools, colleges and employers.	2037 2010/11 August to July	1254 2011/12 August to January	Green æ	Not available

Outcome	Indicator	Summary	Performance			
			2010/11 result	Quarter 4 result	RAG and Direction of Travel	National Quartile
Do well in learning and have the skills for life	Children and families accessing short breaks	The number of children accessing short breaks in 2011/12 will be provided in the Q2. In 2010/11, 1,732 children accessed short breaks, a 76% increase on the previous year. This represented a total of 150,056 hours and 15,545 nights of short break, giving an average of 45 hours per child for those who received daytime short breaks and 21 nights for those who received overnight short breaks. Funding changes required a revisit of the planning assumptions in 2011-12. Whilst a new commissioning process has since been undertaken, the majority of direct provision was maintained. The challenge is to enable disabled children to participate in the same activities as non-disabled children and to increase the percentage of disabled children who are accessing short breaks.	1732 2010/11 financial year	Year end data not yet available	Amber	Not available
Page 52 Healthy lifestyles	Obesity levels at year 6	The National Child Measurement Programme gives us a robust picture of levels of obesity in Leeds. In line with the national picture rates in Leeds appear to be plateauing; however the scale of the problem, with 1:3 children in Year 6 being at risk of developing obesity related health issues, maintains the issue as a strategic priority. Analysis tells us that children in deprived areas of Leeds are more likely to be obese than children in non-deprived areas. The prevention and treatment of childhood obesity which is overseen by the Childhood Obesity Management Board (COMB). In accordance with the evidence base much of the work focuses on prevention and early years. The actions in the report card reflect the contributions of these partners and are compiled by the COMB	20% 2009/10 academic year	19.9% 2010/11 academic year	Amber	2010-11 academic year 3 rd quartile 19.3-21.8%
	Uptake of free school meals - primary & secondary	Leeds FSM take-up is below national levels, with around 4,000 children and young people not taking up their entitlement. Packed lunches are often the preferred option, with an estimated 57,400 students not taking a school provided meal. Reasons for low FSM take-up are complex and there are also concerns about low take-up by families who pay for school meals, especially in inner city primary and secondary schools. Priorities are to raise awareness about the importance of school meals to pupils, families, headteachers, and frontline practitioners, in order to establish a sustainable school meal service that meets health and cultural needs. 2012 information will be available late summer.	76.8% Primary 67.1% Secondary 2010/11 financial year	2011/12 data will be available in late summer 2012	Amber æ	Not available

Outcome	Indicator	Summary	Performance			
			2010/11 result	Quarter 4 result	RAG and Direction of Travel	National Quartile
Healthy lifestyles	Teenage conceptions (rate per 1000)	Teenage conception rates citywide have reduced by 15% since Q4 2008. Rates in the majority of priority wards have begun to 'turn the curve' with rates either stabilised or reduced. The latest national data shows the rates in Leeds are 43.4 conceptions per 1000 15-17 year old females (Q4 2010), compared to 50.8 per 1000 at Q4 2008. This equates to 555 Under 18 conceptions in 2010. Higher teenage conception rates are a characteristic of large urban areas and Leeds has the third lowest rate of the UK's core cities although Leeds rates are 8%points higher than the overall England rate. What works is an approach that combines city and local effort and the contribution of partners with no single intervention seeming to be effective in isolation.	47.4 March 2010 rolling average	43.4 December 2010 rolling average	Amber æ	December 2010 3 rd quartile 36.9 - 46%
Page 53 Fun	Children and young people who enjoy their life	Progress has focused on opportunities for closer working around the provision of music, arts, play, Breeze and sports services that support children's interests in the school context and of their own choice outside of school. Children and young people across the city have told us what will make Leeds a better place to live and grow up. This has formed the 12 priorities for the Child Friendly City based on the UNCRC. The data for this indicator is collected through the Leeds ECM survey; the 11/12 survey will available later in the year.	79% 2009/10 academic year	80% 2010/11 academic year	Amber æ	Not available
Voice and influence	% of 10 to 17 year-olds committing one or more offence	The number of offenders is continuing to fall; over the last five years it has fallen from 2,484 offenders in 2007/08 to a provisional 1,059 offenders in 2011/12. Based on the 10 -17 resident population for Leeds the percentage who have offended one or more times in 2011-12 is now 1.57%. This represents a fall of 1.1 percentage points from the 2009/10 baseline figure of 2.7%. Comparing this with the picture nationally, Leeds was ranked as having the 22 nd (out of 144 YOTs) highest percentage of offenders in 2009/10 and at the end of 2010/11 had improved this to 31 st highest. With a declining 10-17 population at present the rate at which the percentage of offenders is reduced is starting to slow.	1.9% 2010/11 financial year	1.6% 2011/12 financial year	Amber æ	Not available

Outcome	Indicator	Summary	Performance			
			2010/11 result	Quarter 4 result	RAG and Direction of Travel	National Quartile
	Children and young people's influence in the community	Voice and influence priorities have been agreed with CYP through the Child Friendly City (CFC) programme. Priority 11 in the programme is Children and young people express their views, feel heard and are actively involved in decisions that affect their lives (this is “participation”). The ECM surveys show that 3 out of 5 primary and 1 in 2 secondary children, think they have at least a fair amount of influence over the way things are run in the area where they live. CFC consultation confirmed that lack of influence in local areas and the city is an issue and that perceived influence is greater in school and at home than elsewhere.	56% 2009/10 academic year	58% 2010/11 academic year	Amber æ	Not available

Appendix 2: Children's Services Priorities and Performance Measures

- Create the environment for effective partnership working
- Deliver the Children and Young People's Plan (CYPP) with the aim of creating a Child Friendly City
- Put in place a joined-up children's directorate
- Build a strong relationship with schools which delivers improved outcomes and develops their role in their local area
- Develop a high performing and skilled workforce

Performance Measure	Baseline (2010-11 year end result unless otherwise)	Result	Target
		2011/12	2012/13
Maintain percentage of children's homes that are rated good or better by Ofsted ¹	62%	55%	100% by 2015
Increase percentage of council children's centres that are rated good or better by Ofsted ²	83% (From Sep 2010 to March 2011)	82%	82%
Increase percentage of pupil referral units rated good or better by Ofsted	75%	67%	100%
Maintain percentage of initial assessments carried out by social care within timescale	79.9%	81.5%	80%
Maintain percentage of in-depth (or core) assessments carried out by social care within timescale	86.2%	89.2%	85%
Increase percentage of children in care with a qualified social worker	99.4%	99.0%	100%
Maintain percentage of children and young people with a child protection plan who are allocated to a qualified social worker	100%	100%	100%
Complete restructure of children's services	N/A	Tiers 1-4 in place	New structures at tier 5 in place by June 2012

¹ Ofsted is the Office for Standards in Education, Children's Service and Skills and is the national inspection body for schools and children's service

² Framework only introduced in September 2010 and as at the end of 2011/12 approx one third of Children's Centres have been inspected

Performance Measure	Baseline (2010-11 year end result unless otherwise)	Result	Target
		2011/12	2012/13
Increase percentage of complaints resolved within 20 days	None - new indicator & performance standard from Apr 11	79.1%	83%
Maintain percentage of complaints resolved by the initial investigation	None - new indicator & performance standard from Apr 11	95%	95%

Report of Assistant Chief Executive (Customer Access and Performance)

Report to Scrutiny Board (Children and Families)

Date: 20th June 2012

Subject: Equality Improvement Priorities 2011- 2015

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. The Equality Improvement Priorities have been produced to ensure that the council meets its legal duties under the Equality Act 2010.
2. Closer alignment with the Vision for Leeds, the City Priority Plan and the Council Business Plan were built into the development of the priorities and provides the foundations for a move towards a city wide approach to equality.
3. In addition, the council's Equality and Diversity Policy has been revised and updated to reflect the new legal framework.

Recommendations

1. Members are asked to:
 - note the contents of the report
 - consider equality outcomes in performance reports relevant to their Board

1 Purpose of this report

- 1.1 This report brings to Scrutiny Board the new Equality Improvement Priorities and the revised Equality and Diversity Policy.
- 1.2 This new approach sets out the council's continued commitment to equality. It outlines the council's equality objectives, identifies how progress will be measured and how we will continue to improve and further embed the equality agenda.
- 1.3 This work will be developed further over the next two years with a view to move towards a city wide partnership approach to equality. This reflects the ambitions outlined in the City Priority Plan to have key improvement priorities for the city as well as the council.

2 Background information

- 2.1 Leeds City Council has a leading role in the city to promote equality and value diversity. There is considerable work that has taken place to make equality an integral part of our work and in particular in how we deliver services, how we employ people, how we work with our partners and how we make decisions.
- 2.2 Work to date has included strengthening and enhancing equality considerations in the policy, planning and performance management framework, the scrutiny process, employment policies and procedures, service planning and the regulatory framework.
- 2.3 Equality considerations are now an integral part of the decision making process and considerable work has taken place on embedding equality into all aspects of work.

3 Main issues

- 3.1 The Equality Act 2010 provides a new cross-cutting legislative framework and introduced a general public sector duty that requires public bodies to:
 - eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act
 - advance equality of opportunity between different groups
 - foster good relations between different groups
- 3.2 The new legislative framework has also introduced specific duties to:
 - publish accessible information outlining the equality analysis which has taken place to inform equality objectives
 - engage with people who have an interest in furthering the aims of the general equality duty
 - demonstrate progress against equality objectives for both employment and service delivery

- 3.3 To meet our legal duties the Equality Improvement Priorities in Appendix 1 have been produced. The Equality Improvement priorities outline how the council will improve outcomes for different people across the city.
- 3.4 Closer alignment with the Vision for Leeds, the City Priority Plan and the Council Business Plan was built into the development of the approach and has resulted in a more integrated approach to equality in the council's strategic planning framework. The equality outcomes were developed alongside the key priorities for the city as outlined in the City Priority Plan and action plans, and are based on an analysis of the equality perspective.
- 3.5 These have been considered and approved by Executive Board who agreed that they would also be circulated to Area Committees so that all Members are aware of our Equality and Diversity Policy and Improvement Priorities.
- 3.6 Following the Executive Board meeting a further discussion on the Equality Improvement priorities took place with the Member Champions Group. This is a cross party group which has been set up to support and promote the development of the equality agenda for elected members. They have a particular focus on developing corporate policy approaches to equality and diversity including having an overview of the performance management of the equality priorities for the city.
- 3.7 The Member Champions Group also proposed that the Improvement Priorities were circulated to each Scrutiny Board and that equality progress and regular reports against relevant indicators were presented to Scrutiny Boards.
- 3.8 The early approval of the council's Equality Improvement Priorities meant we met the target date set out in equality legislation and also allowed us to finalise the progress reporting arrangements. Although it was agreed that progress against the equality analysis, objectives, activities and measures would be reported through the new Performance Management Framework, which has been agreed for the City Priority Plan and the Council Business Plan, some additional work was required to ensure that separate processes were not developed. In addition it was agreed that an annual report will be produced and published as we will have to show compliance with the Equality Duty, at least annually.
- 3.9 As a result of this the circulation of the Equality Improvement priorities to Area Committee's and Scrutiny Boards was pushed back to the first cycle of meetings in 2012/13. This was to allow for further work that was identified to ensure that a pragmatic approach for reporting progress was developed to avoid duplication of work and synchronised the reporting cycles.
- 3.10 Annual progress will now be reported through the State of the City Report and the Equality and Diversity Position Statement and an annual update on equality and diversity and progress against priorities is to be included within the Business Plan and City Priority Plan performance report.

3.11 In addition the council's Equality and Diversity Policy in Appendix 2 has also been updated to reflect the new legal framework. The key aim of the policy is to ensure that we continue to work towards strengthening our approach to equality.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 During 2010 a review took place which resulted in a number of changes to the city and council planning and partnership framework. In particular, a whole system approach has been sought which ensures the partnership structures, strategic plans and performance management arrangements all dovetail into an effective system for delivering real change across the city.

4.1.2 The Equality Improvement Priorities 2011 to 2015 is part of the city's revised planning framework is integral to it.

4.1.3 Extensive consultation and involvement was undertaken in the development of the city's revised planning framework and the outcome of this has been used to shape and influence the council's equality objectives.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Equality and diversity was considered throughout the development of the new strategic planning framework. This included checking that due regard has been given to equality through the use of equality related evidence in needs assessments, outcomes from consultation and engagement activities, which include:

- The 'What if Leeds...? Campaign'
- The spending challenge consultation
- Equality assurance and impact assessment on the approach to strategic planning

4.2.2 Tackling inequality was a key issue identified through the consultation.

4.2.3 The council's Equality Improvement Priorities have been developed to ensure we meet our legal duties in the Equality Act 2010.

4.3 Council policies and City Priorities

4.3.1 The proposed work will help to shape and deliver future equality priorities contained in and delivered through the Vision for Leeds and the City Priority Plan 2011 to 2015 and help the council to demonstrate how it is addressing the needs of the cities diverse communities.

4.4 Resources and value for money

4.4.2 There are no resource implications arising from this report.

4.5 Legal Implications, Access to Information and Call In

4.5.3 The development of the new approach to improving equality and diversity and setting equality objectives will reinforce the council's commitment to equality and help us meet our legal duties.

4.5.4 This report does not contain any confidential or exempted information and is not subject to call in.

4.6 Risk Management

4.6.1 The risks to the council if it did not have a published approach to equality and diversity would be the failure to meet equality duties outlined in the Equality Act 2010.

5 Conclusions

5.1 The development of the Equality Improvement Priorities 2011 to 2015 will help the council to achieve its ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.

6 Recommendations

6.2 Scrutiny Board is recommended to

- Note the contents of this report;
- Consider equality outcomes in performance reports relevant to their Board

7 Background documents¹

7.1 Vision for Leeds 2011 to 2030

7.2 City Priority Plan 2011 to 2015

7.3 Council Business Plan 2011 to 2015

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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The Equality Improvement Priorities 2011 – 2015

“An equal society protects and promotes equal, real freedom and substantive opportunity to live in the ways people value and would choose, so that everyone can flourish. An equal society recognises different people’s different needs, situations and goals and removes the barriers that limit what people can do and can be”

As a council, we are committed to promoting equality and diversity in terms of the people we serve, our workforce, the partners we work with and the services we deliver. Our ambition is to be the best City in the UK. We will only achieve our ambition if as a city we work to reduce disadvantage, discrimination, and inequalities of opportunity. Failure to tackle discrimination and to provide equality of opportunity can have a negative impact on people, undermines society and costs our economy.

We want to inspire pride in our city and all our communities. No one in Leeds should be held back from reaching their potential because of who they are, or where they come from. It is all our responsibility to tackle the causes of inequality and build a stronger, fairer and more cohesive society.

The Equality Improvement Priorities have been developed from the priorities outlined in the City Priority Plan and the Council Business Plan. They provide a summary of our strategic equality analysis and our strategic equality objectives which are supported by specific work across the council. Progress against the Equality Improvement Priorities 2011 – 2015 will be reported on an annual basis.

City Priority Plan - Best cityfor children and young people

Priority - Do well at all levels of learning and have the skills for life
(taken from the Children and Young People's Plan)

Equality focus (objective)	Equality analysis
Support children from all equality communities to be ready for learning	There are lower levels of attainment for some BME communities, people with special educational needs and those from poorer areas

City Priority Plan - Best city for.....communities

Priority - Reduce crime levels and their impact across Leeds

Equality focus (objective)	Equality analysis
Address the impact of burglary on Vulnerable Communities	There is an identified need to better assess the impact of burglary on emerging communities.
Tackle domestic violence and protect and support the most vulnerable young people.	The overwhelming majority of domestic violence is perpetrated by men against women and children.
Improve citywide approaches to dealing with hate crime	Disability, race, homophobic and transphobic hate crime is experienced by many people

Priority - Increase a sense of belonging that builds cohesive and harmonious communities

Equality focus (objective)	Equality analysis
There is a sense of belonging that builds cohesive and harmonious communities	In 2010/11 a small but concerning trend in youth related anti-social behaviour and damage which suggest deliberate targeting of vulnerable victims (adults with learning disabilities, BME residents in predominantly White British neighbourhoods, gay or lesbian couples) was recognised.

City Priority Plan - Best city to live

Priority - Maximise regeneration investment to increase housing choice and affordability within sustainable neighbourhoods

Equality focus (objective)	Equality analysis
Ensure that housing and regeneration investment meets the changing needs of individuals and communities.	Households headed by women with children, BME groups and those living in the social rented sector are more likely to live in overcrowded or substandard housing. There are also significantly higher numbers of BME people and people with disabilities who are unemployed

Priority - Improve housing conditions and energy efficiency

Equality focus (objective)	Equality analysis
Improve energy efficiency	Many households containing people recovering from long term illness, disabled people, and pensioners can not afford to heat their homes

City Priority Plan - Best city.....for health and wellbeing

Priority - Give people choice and control over their health and social care services

Equality focus (objective)	Equality analysis
We will support individuals from all communities to access social care through personalised budgets and direct payments	The equality analysis of access to personalised budgets and direct payments is ongoing.

Priority - Support more people to live safely in their own homes

Equality focus (objective)	Equality analysis
To support adults whose circumstances make them vulnerable to live safe and independent lives	The group with the largest proportion of safeguarding investigations in 2010/2011 were service users with learning disabilities

Priority - Make sure that people who are the poorest improve their health the fastest

Equality focus (objective)	Equality analysis
All universal social care services are equally accessible to members of all communities	The equality analysis of access to universal social care services is ongoing.
To commission targeted adult social care services for specific equality communities and to ensure these services are effective	Equality analysis from specific reviews is used to inform future commissioning (or de-commissioning) of services at both a service and sector wide level
New migrant communities effectively access appropriate health and social care services	Some groups eg Eritrean women, and people whose cultures prevent mental health issues being explicitly recognized, do not effectively access health and social care.

City Priority Plan - Best cityfor business

Priorities - Create more jobs and Improve skills

Equality focus (objective)	Equality analysis
Increase access to employment opportunities and up-skill the workforce	There are lower levels of skills and employment amongst some communities in particular some BME groups, and disabled people.

Priority - Support the sustainable growth of the Leeds' economy

Equality focus (objective)	Equality analysis
Improve financial inclusion	Lack of access to financial services disproportionately affects lone parents (typically female) disabled people, people with mental health illness, and those living in poorer areas.

Priority - Improve journey times and the reliability of public transport

Equality focus (objective)	Equality analysis
Enable access for all to local services, education and employment centres by public transport	Disabled and elderly people have specific concerns in accessing transport

Priority - Get more people involved in the city's cultural opportunities

Equality focus (objective)	Equality analysis
Ensure the continuing development of the council's cultural offer, including the successful transition to the new arrangements for sport and libraries	People from poorer areas, BME people and disabled people do not access sport services as much as others. Low numbers of disabled people access libraries
Enhance the quality of Leeds' Parks	Disabled people, those from a BME background, and men tend to visit parks less than other groups

Council Business Plan

The Council Business Plan draws together aspects of the City Priority Plan with those areas and priorities specific to the council itself. There are a number of cross cutting equality objectives included in the Council Business Plan which provide the building blocks for ensuring that equality is embedded in all our service delivery and as an employer. They are outlined here:

Equality Performance Area - Understanding our communities. Leeds communities are changing and it is vital that we have a clear understanding of who our citizens are in order to provide appropriate services in the most appropriate way.

Equality focus (objective)	Council Value
There is good evidence of the equalities profile of Leeds, based on national and local data, which is regularly reviewed	Working with communities

Equality Performance Area - Showing leadership and working in partnership. We will give due consideration to equality and diversity when we develop policies and make decisions. We will ensure that we fully understand the impacts of changed funding on different communities, and take this into account when making decisions

Equality focus (objective)	Council Value
Councillors and Officers have a reputation for championing equality issues and ensure that the equality issues relevant to Leeds are taken into account when making major decisions	Being open, honest and trusted

Equality Performance Area - Involving our communities - We will ensure communities are effectively able to influence what we do

Equality focus (objective)	Council Value
Equality groups are integrally involved in consultation and engagement activities	Working with communities

Equality Performance Area - A modern and diverse workforce – We will understand the make up of our workforce and work to ensure it is representative of the population of Leeds

Equality focus (objective)	Council Value
To make LCC an ‘employer of choice’ for people from groups in our communities whose diverse backgrounds are not yet fully represented in our workforce	Treating people fairly
To demonstrate increased engagement, year on year, for staff from groups whose diversity is not yet fully represented in our workforce.	
To improve opportunities for progression to senior levels in the organisation particularly for black, and minority ethnic and disabled staff	

Further detail is in supporting documentation which is available on the council website, and includes:

- Consultation and Involvement in Developing Equality Objectives
- Equality and Diversity Position Statement 2011
- Equality Analysis, Objectives and Activities 2011 - 2015
- Equality and Diversity Policy 2011 - 2015
- Approach to Embedding Equality 2011 - 2015

For enquiries about Leeds City Council’s equality improvement priorities 2011 - 2015 please contact the Equality Team:

By telephone: 0113 2474190

By text: 07891 270162

By email: equalityteam@leeds.gov.uk

Website: www.leeds.gov.uk/equality

By post:

Equality Team
 Ground Floor,
 Civic Hall
 Calverley Street
 Leeds
 LS1 1UR

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Equality and Diversity Policy

2011 - 2015



Leeds City Council has adopted the Equalities Review 2007 definition of an equal society which strengthens our approach to equality and diversity. The definition is:

“An equal society protects and promotes equal, real freedom and substantive opportunity to live in the ways people value and would choose, so that everyone can flourish. An equal society recognises different people’s different needs, situations and goals and removes the barriers that limit what people can do and can be”

The council is committed to:

- eliminating unlawful discrimination, harassment and victimisation;
- advancing equality of opportunity; and
- fostering good relations within and between our communities with a view to building good community relations

The Policy is in line with Leeds City Council’s duties and responsibilities under the Equality Act 2010.

Our aims are that:

- all our existing and potential service users are treated with dignity and respect;
- our partnership and contract arrangements promote equality of opportunity;
- we will work with and between communities to help develop and strengthen relationships;
- our workforce will be reflective of all sections of society; and
- each employee feels respected and able to give of their best.

We will treat everyone with the same attention, courtesy and respect regardless of:

- Age,
- Disability,
- Race or racial group (including colour, nationality and ethnic origin or national origins),
- Religion or belief,
- Sex
- Marriage and Civil Partnership,
- Gender reassignment,
- Pregnancy and maternity
- Sexual orientation,
- Caring responsibilities,
- Social class, or
- Trade union activity.

We will take all reasonable steps to ensure that we do not unlawfully discriminate.

Our commitment is to create an environment both for staff and people of Leeds:

- that promotes dignity and respect for all;
- where people are treated fairly and according to their needs;
- where no form of intimidation, bullying or harassment is tolerated; and
- in which individual differences and the contributions of all are recognised and valued.

This policy applies to:

- all council Members;
- all service users and those applying to access services;
- all contractors and sub contractors; and
- all employees, whether part-time, full-time or temporary, and all job applicants.

Roles and responsibilities

We all have a right to be treated fairly and with dignity and respect. For this to happen we have a responsibility to ensure that our own actions and behaviours are equally fair and that we respect the dignity of others.

Less favourable treatment should be challenged directly, either by the recipient or by any witnesses. Where this is not possible, for whatever reason, then the complaints procedure can be used.

Good practice

In **all** our activities we will:

- give due regard to equality and diversity when reviewing existing and developing new strategies/ policies and services/ functions to ensure that we
 - secure flexible and fair working practices,
 - provide excellent services and
 - fairly award contracts, and commission services
- engage and involve interested groups and individuals (both internal and external to the council) with our decision making processes
- deal with all complaints of discrimination, harassment or victimisation promptly and with sensitivity to all those involved
- take all opportunities to advance equality of opportunity and foster good relations within and between our communities.

In delivering our services we will:

- assess the needs of our existing and potential service users and ensure fair access to our services. This includes making reasonable adjustments to enable disabled people to use our services;
- ensure the availability of appropriate support services. This includes translation and interpretation and making key information available in a range of alternative formats,
- provide access points for reporting hate crimes.

In employment, learning and development we will:

- provide increased opportunities in areas of under-representation. This could include school placements, supported trainee schemes or mentoring;
- continue to progress equal pay;
- assess the needs of our existing and potential disabled employees and provide appropriate reasonable adjustments, and
- take appropriate positive action in recruitment and selection.

Support to implement the policy

All our policies and practices are supported by appropriate training or briefing sessions and guidance. For the equality and diversity policy:

- general and bespoke equality and diversity training is available through Human Resources, and
- advice and guidance is also available from the Equality Team.

Monitoring

All our policies contribute to our overall aims around equality. Key policies – such as those relating to employment, service delivery, community engagement, commissioning and procurement - are specifically designed to promote equality of opportunity and protect people against unlawful discrimination, harassment and victimisation. We collect and analyse data relating to these areas of policy, to identify trends and areas of inequality, and then take appropriate action.

Communications

The equality and diversity policy is available on the intranet and our external website. We will use all opportunities to promote the policy. This includes key messages, induction events for new staff, and specific equality and diversity events.

Responsibility for reviewing this document

The Head of Equality will be responsible for the bi-annual review and update of this policy.

For enquiries about this policy please contact the Equality Team:

By email: equalityteam@leeds.gov.uk

By telephone: 0113 2474190

By text: 07891 270162

Website: www.leeds.gov.uk/equality

By post:
Equality Team
Ground Floor,
Civic Hall
Calverley Street
Leeds
LS1 1UR

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If you do not speak English and need help in understanding this document, please telephone the number below and state the name of your language. We will then put you on hold while we contact an interpreter. The number is **0113 247 4190**.

Arabic:

إن كنت لا تتحدث باللغة الإنجليزية وتحتاج لمساعدة لفهم هذا المستند؛ الرجاء الاتصال بالهاتف على الرقم أدناه، واذكر اسم لغتك. حينئذ، سوف نطلب منك أن تنتظر على الخط حتى نتصل بمترجم.

Bengali:

যদি আপনি ইংরেজীতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে নিচের নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

Cantonese:

如你不懂說英語而需要協助以明白本文件，請致電下列電話號碼並說明你的母語。我們將會請你稍候以聯絡口譯員。

Hindi:

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद चाहिए, तो कृपया नीचे दिए गए नंबर पर फ़ोन करें और अपनी भाषा का नाम बोलें। उसके बाद जब तक हम किसी दुभाषिण (इंटरप्रिटर) से संपर्क करेंगे, हम आपको होल्ड पर रखेंगे।

Punjabi:

ਜੇਕਰ ਤੁਸੀਂ ਇੰਗਲਿਸ਼ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਤੁਹਾਨੂੰ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਸਮਝਣ ਲਈ ਸਹਾਇਤਾ ਚਾਹੀਦੀ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਹੇਠਾਂ ਵਾਲੇ ਨੰਬਰ ਤੇ ਟੈਲੀਫੋਨ ਕਰੋ ਅਤੇ ਆਪਣੀ ਜ਼ਬਾਨ ਦਾ ਨਾਂ ਦੱਸੋ। ਫੇਰ ਅਸੀਂ ਤੁਹਾਨੂੰ ਇੰਤਜ਼ਾਰ ਕਰਨ ਲਈ ਕਹਾਂਗੇ ਤਾਂ ਜੋ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰੀਟਰ (ਦੁਭਾਸ਼ੀ) ਨਾਲ ਸੰਪਰਕ ਕਰ ਸਕੀਏ।

Kurdish:

گەر زمانى ئینگلیزى نازانیت و بیویستت به هاوکاریه له تیگه یشتنى ئەم به لگه نامه یه دا، تکایه ته له فۆن بۆ ژماره که ی خواره وه بکه و زمانى ئاخاوتنى خۆت بلێ. ئیمه ش تۆ راده گرین له سه ره ته له فۆنه که تا وه رگێرکی زمانت بۆ دابین ده که یین.

Tigrinya:

እንግልሽ ዘይትዛረብ/ቦ. እንተኾንካ/ኪ እሞ ነዚ ደኩመንት'ዚ/ሰነድ'ዚ ንምርዳእ ሓገዝ ምስ ዘድልዩካ/ኪ ቋንቋኻ/ኸ. ብምሕባር ኣብ'ዚ ኣብ ታሕቲ ተገሊጹ ዘሎ ቁጽሪ ተሌፎን ደውለልና/ደውልልና። ብድሕሪኡ ንሕና ኣስተርጓሚይ ክሳብ ንረክብ ኣብ መስመር ክነጸብዩካ/ኪ ኢና።

Urdu:

اگر آپ انگریزی نہیں بولتے ہیں اور اس دستاویز کو سمجھنے کیلئے آپ کو مدد کی ضرورت ہے تو براہ مہربانی نیچے دیئے گئے نمبر پر ٹیلی فون کریں اور اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ سے انتظار کرنے کا کہہ کر آپ کیلئے کسی ترجمان سے رابطہ کریں گے۔

Czech:

Jestliže nemluvíte anglicky a potřebujete, aby vám někdo pomohl vysvětlit tento dokument, prosím zavolejte na níže uvedené číslo a uveďte svůj jazyk. Potom vás požádáme, abyste nepokládal(-a) telefon a mezitím zkontaktujeme tlumočnicka.

French:

Si vous ne parlez pas anglais et que vous avez besoin d'aide pour comprendre ce document, veuillez téléphoner au numéro ci-dessous et indiquez votre langue. Nous vous demanderons d'attendre pendant que nous contactons un(e) interprète.

Polish:

Jeżeli nie mówią Państwo po angielsku i potrzebują pomocy w zrozumieniu tego dokumentu, prosimy zadzwonić pod poniższy numer telefonu. Po podaniu nazwy swojego ojczystego języka prosimy poczekać – w tym czasie będziemy kontaktować się z tłumaczem.

Slovak:

Ak nehovoríte anglicky a potrebujete, aby vám niekto pomohol vysvetliť tento dokument, prosím zavolajte na nižšie uvedené číslo a uveďte svoj jazyk. Potom vás požiadame, aby ste nepokladali telefón a medzitým skontaktujeme tlmočníka.

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 20th June 2012

Subject: Sources of work and areas of priority for the Scrutiny Board

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

This report is provided too assist the Scrutiny Board in effectively managing its workload and set an outline for the work programme for the forthcoming municipal year. The report also provides information and guidance on potential sources of work and clarifies the Board's terms of reference.

Recommendation

Members are requested to use the attached information and the discussion with those present at the meeting to

- (a) confirm the areas of Scrutiny for the forthcoming municipal year
- (b) authorise the Chair, in conjunction with officers, to draw up inquiry terms of reference for subsequent approval by the Scrutiny Board.

1 Purpose of this report

- 1.1 To assist the Scrutiny Board in effectively managing its workload for the forthcoming municipal year, this report provides information and guidance on potential sources of work and areas of priority within the Board's terms of reference.

2 Background information

- 2.1 Scrutiny Boards are responsible for ensuring that items of scrutiny work come from a strategic approach as well as a need to challenge service performance and respond to issues of high public interest.
- 2.2 Scrutiny Boards are encouraged to be strategic and outward looking in their operation and continue to focus on the City Priorities.
- 2.3 City Priority Plans were established to replace the Leeds Strategic Plan. These city-wide partnership plans identify the key outcomes and priorities to be delivered by the Council, and its partners, from 2011 until 2015. The City Priority Plans are aligned to the Strategic Partnerships who will own the plans and be responsible for ensuring the delivery of the agreed priorities.
- 2.4 The City Priority Plans are structured around a small set of short term (4 years) priorities each of which is measured through a headline indicator. As such they are the "must-do" priorities or "obsessions" for each partnership and may be supported by more detailed plans as the partnership sees fit. The most relevant plan is the Children and Young People Plan 2011-15 (refresh April 2012), however priorities are also defined in the Safer Leeds Partnership Plan and the Health and Wellbeing City Priority Plan which may be of interest to the Scrutiny Board (Children and Families). Priority Plan information is attached as appendix 1. A copy of the original Children and Young Peoples Plan approved April 18th 2011, will be made available at the meeting should members wish to view it.

3 Main issues

Scrutiny Board Terms of Reference

- 3.1 Five of the Scrutiny Boards are themed to mirror the Strategic Partnership Boards, which is reflected in the terms of reference for each Board. Whilst it is recommended that areas of review are focused around the City Priorities and maintain a strategic approach all Scrutiny Boards remain autonomous in determining their reviews.
- 3.2 A copy of the Children's Trust Board work programme is attached for reference purposes (Appendix 2).

Other sources of Scrutiny work

- 3.3 In addition to the functions outlined with the Scrutiny Board's terms of reference, other sources of work will continue to be 'requests for scrutiny' and corporate referrals. The Quarter 4 Performance Report is also scheduled for consideration at the meeting which may highlight potential areas of work for 2012/13. Attached as Appendix 3 and 4 respectively are the latest Executive Board minutes and the

Council's current Forward Plan relating to this Board's portfolio. The Scrutiny Board may also undertake further pieces of scrutiny work as considered appropriate.

- 3.4 Over the last few years of Scrutiny Board work, experience has shown that the process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time. This view was echoed within the findings of the KPMG external audit report 2009 on the Scrutiny function in Leeds.
- 3.5 The Scrutiny Board Procedure Rules require Scrutiny Boards, before deciding to undertake an inquiry, to consider the current workload of the Scrutiny Board and the available resources to carry out the work.
- 3.6 In addition the Board should consider if a similar or related issue is already being examined by Scrutiny or has been considered by Scrutiny recently and if the matter raised is of sufficient significance and has the potential for Scrutiny to produce realistic recommendations that could be implemented and lead to tangible improvements. A list of scrutiny inquiries relating to Children and Families work area is attached (appendix 5).

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 It is recognised that in order to enable Scrutiny to focus on areas of priority, each Scrutiny Board needs to establish an early dialogue with the Director and Executive Board Member holding the relevant portfolio and also the Partnership Chair.
- 4.1.2 The Director of Children's Services and the Executive Board Member with responsibility for Children's Services have been invited to attend the meeting to discuss priorities.

4.2 Equality and Diversity / Cohesion and Integration.

- 4.2.1 In determining the areas of work and setting the work programme there will be will be no equality, diversity, cohesion and integration implications for groups or individuals. Further consideration will be made and recorded accordingly as the Board undertake their obligations during 2012/13.

4.3 Council Policies and City Priorities

- 4.3.1 The following plans are relevant to the work of the Scrutiny Board (Children and Families):
 - The Leeds Children and Young Peoples Plan 2011 -15
 - Safer Leeds Partnership Plan 2011 – 15
 - Health and Wellbeing City Priority Plan 2011-15

4.4 Resources and Value for Money

- 4.4.1 This section is not relevant to this report

4.5 Legal Implications, Access to Information and Call In

4.5.1 There is no restricted or confidential information contained in this report.

4.6 Risk Management

4.6.1 This section is not relevant to this report

5 Recommendations

5.1 Members are requested to use the attached information and the discussion with those present at the meeting to

- (a) confirm the areas of Scrutiny for the forthcoming municipal year
- (b) authorise the Chair, in conjunction with officers, to draw up inquiry terms of reference for subsequent approval by the Scrutiny Board.

6 Background documents¹

6.1 None

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Children and Young People's Plan 2011-15

Refresh April 2012

Approved at Children's Trust Board 27 April 2012

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Latest performance update CYPP report Cards	Appendix 1
Children's service improvement plan-detailed monitoring update April 2012	Appendix 2

OUR VISION, OBSESSIONS, OUTCOMES, PRIORITIES & INDICATORS

Our vision is for Leeds to be a child friendly city. As part of this vision we will minimise the effects of child poverty and work to transform achievement across the city through the Leeds Education Challenge.

Our vision contributes to the wider vision for Leeds- By 2030 Leeds will be locally and nationally recognised as the best city in the UK.

We will drive change by using restorative practice, Outcomes Based Accountability, locality working and by extending the voice and influence of children and young people .

5 outcomes	11 priorities (3 starting points highlighted in italics)	16 Key indicators (3"obsessions" highlighted in italics)
CYP Are safe from harm	1. <i>Help children to live in safe and supportive families</i> 2. Ensure that the most vulnerable are protected	1. <i>Number of looked after children</i>
		2. Number of children and young people with child protection plans
CYP Do well at all levels of learning and have the skills for life	3. <i>Improve behaviour, attendance and achievement)</i> 4. <i>Increase numbers in employment, education or training</i> 5. Support children to be ready for learning 6. Improve support where there are additional health needs	3. <i>School attendance Primary; Secondary</i>
		4 <i>% of Young people NEET</i>
		5. % with good level of development in Early Years
		6. % with good achievement at the end of primary school
		7. % gaining 5 good GCSEs including English and maths
		8. Level 3 qualifications at 19.
CYP Choose healthy lifestyles	7. Encourage activity and healthy eating 8. Promote sexual health	11. Obesity levels at age 11
		12. Teenage pregnancy
		13. Free school meal uptake- primary; secondary
CYP Have fun growing up	9. Provide play, leisure, culture and sporting opportunities	14. % of CYP who agree with the statement "I enjoy my life"
CYP Are active citizens who feel they have voice & influence	10. Reduce crime and anti-social behaviour 11. Increase participation, voice and influence	15. Proportion of 10-17 year olds offending
		16. C&YP who report influence in a) school b) the community

Introduction

The CYPP 2011-15 was agreed by the Children's Trust Board (CTB) in April 2011. The framework of outcomes, priorities, obsessions and indicators outlined above is now widely understood across the city. CTB have discussed progress through a programme of regular reports. Dashboards showing the latest performance against key indicators in localities across the city are available at every meeting. Detailed reports on our 3 obsessions look at the context behind the figures. City wide impact is summarised in two page report cards. CTB have also considered various strategic and policy developments that impact on CYPP delivery. For example,

- transforming educational achievement via the Leeds Education Challenge
- the impact of the reorganisation of health and well being services
- reviews of early intervention and prevention work, eg referrals & the common assessment framework
- developing the Child Friendly City (CFC) and Child poverty agendas
- youth custody policy and the decreasing demand for youth custody
- action planning for substance misuse & school meals uptake
- progressing key strategies, eg. joint financial planning and commissioning; Outcomes based accountability, Restorative practice (RP) & Integrated locality working in clusters
- Leeds safeguarding children board annual report & business and action plans
- Childrens services improvement plan updates

Progress at the end of the first year of the plan is mixed. There is evidence of improvement against some key indicators, but even where there is improvement, it is often the case that gaps between average outcomes and those for the lowest achieving groups remain stubbornly significant. As do gaps between our performance and that of other authorities.

Our work on strategies like early intervention and locality working has built form foundations, but requires consolidation and the city wide roll out of best practice. The key to our improvement strategy for the next year is to drive change at locality level. Our vision and our framework of obsessions, outcomes and indicators remains as set out on page 2. The only amendment being the development of the Leeds Education Challenge which is central to the vision for a child friendly city. Our overall strategy remains to use Outcomes Based Accountability and Restorative Practice to build services and responses around local needs. Mixed progress alongside signs of improvement is very much in line with our expectations for this point in time.

We have the highest aspirations and are confident we can make a real difference for children and young people (CYP) in Leeds, especially the most vulnerable. We will do this through a relentless focus on practical action in localities across the city. Our emphasis on the 3 obsessions remains. This has helped focus attention and resources on CYP and families with the greatest needs and multiple poor outcomes. Work on the obsessions impacts on the full range of outcomes and indicators. Our starting point must always be identifying those most at risk of poor outcomes in each of the 27 clusters across the city, and building responses and services around their needs.

Sound progress mixed with challenges is also reflected in the Government's decision to lift the Improvement Notice for Leeds Children's Services. Ministers found significant progress; ambitious, well owned plans for key challenges; and, clear capacity to drive further improvement. We will develop new external support and challenge arrangements to help us with our ongoing improvement work.

This document combines a CYYP review and refresh. It briefly summarises progress, the changing context and future direction, and sets out our approach to consolidating and accelerating progress. Details of the end of year review of the CYYP and the final review of the Improvement Plan agreed as part of the Improvement notice can be found on page 14 onwards.

Analysis of the Improvement notice Improvement Plan indicates either that actions have been completed and issues addressed or that they have been carried forward to other service and strategic plans.

Our new improvement plan has a number of dimensions and each of these will be reviewed internally and subject to the external support and challenge arrangements.

- The actions to accelerate progress on our 3 obsessions and 5 supporting strategies set out pages 11-14 of this document
- The actions for accelerating progress set out in the report cards for our 16 key indicators.
- The Leeds Education Challenge action plans
- The Child Friendly city action plans
- The child poverty action plans
- The emerging Joint Health and Well Being strategy

In evaluating progress we will focus relentlessly on the 3 questions suggested by the OBA methodology:

- How much did we do?
- How well did we do it?
- Is anyone better off?

Where we have been- overview of progress Is anyone better off?

Evidence of improvement

We know that for many of our key indicators outcomes, particularly for the most vulnerable, are not as good as they should be, and that performance is not always as good as other authorities. However, there is clear **evidence of improvement**. Headlines are listed below, please see the supporting information for a detailed report card for each of our key indicators and a more detailed picture of progress. **Report cards** also give the wider context for performance and set out our key actions to accelerate progress.

- Improvements in safeguarding practice mean that following a sustained increase the number of children subject to a child protection plan is now declining, currently 1011 from an August peak of 1,171. Though nationally our performance is still in the lowest quartile.
- 2011 Foundation Stage results show a 5 percentage point improvement in the proportion of children achieving a good level of development; a faster rate of improvement than seen nationally or for statistical neighbours, Leeds is now within 1%pt of national. Though the gap between Leeds average and those with the poorest outcomes remains significant.
- Between August 2010 and July 2011 2,037 16-18 year olds in Leeds started an apprenticeship. This equates to 56% more than in the same period for 2009/10. The number of new apprenticeship starts among Leeds 16-18 year olds is being sustained with 1254 starting between August 2011 to January 2012 a 7.9% improvement on the same period in the previous year.
- Recently published DFE absence data for 2010/11 confirms Leeds primary attendance at 94.8% narrowing the gap to national at 95%. Secondary schools attendance improved to 92.4 %, the highest levels recorded in Leeds. However while secondary authorised absence is now inline with national unauthorised absence is 1.1%points above.
- The number of young offenders is continues to fall; over the last five years it has fallen from 2,484 offenders in 2007-08 to 1,093^{*forecast} offenders in 2011-12. The percentage who have offended one or more times in 2011-12 is now 1.6%. This represents a fall of 1.1 percentage points from the 2009-10 baseline figure of 2.7%

Voice and Influence

The first year of the CYPP also saw a lot of work to develop the voice and influence of children and young people (CYP), particularly through the engagement of CYP in developing Leeds as a Child Friendly City (CFC). Work here includes:

- recruiting 60 CYP to be CFC advisers & CYP helping with action plans
- engaging CYP in the recruitment of Children's services leaders
- electing CYP to represent Leeds in the National Youth Parliament & the election of the first Leeds Children's Mayor
- mystery shopping and inspections of youth services carried out by CYP

- the Specialist Inclusive Learning Centre in the North West becoming the first setting to receive the UNICEF award for being a “Rights Respecting School.”

Cluster Working

A focus on delivery at **cluster** level across the city where work to improve attendance, reduce NEET and reduce the need for children to be in care is being implemented through the use of key strategies like Outcomes based accountability and Restorative practice. **Service redesign** has strengthened capacity and improvement at locality and cluster level. **Early start teams** bringing together services for those aged 0-5 are established in some clusters and will shortly be in place across the city. They work together with the new area based social care teams and Targeted Services Leaders to focus our resources on helping the most vulnerable, including specifically targeting those most likely to become looked after children. All clusters will also have multi agency groups to ensure that children and families receive the services they need to enable children to remain safely within their family and community.

Work to support front line services and service redesign includes information sharing, joint financial planning across the partnership, workforce development and rolling out the OBA and RP programmes.

Increased investment

The City Council’s budget strategy for 2012/13 includes additional provision of £10.9m to cover increased demand for additional external placements and increases in the cost of external placements, and further funding for Early intervention and prevention work.

Inspection evidence

The 2011 re-inspection of safeguarding services for children and young people in Leeds highlights various improvements made since the last 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’.

Other published inspections in 2011 have highlighted a number of key strengths, including;

- effective work to help bring about improvement in schools Ofsted categories of concern.
- the majority of special schools are considered good or better.
- arrangements to ensure children are safeguarded are considered secure.
- the majority of early years and childcare provision is rated good or better.
- the local fostering and adoption agencies are good.
- the majority of the provision that Leeds commissions in children’s homes outside its own settings is good or better.

Areas that require continued focus

Key challenges include further work in the following areas:

- “turning the curve” for our 3 obsession indicators and other key indicators, ensuring that effort and input translates into improved outcomes
- narrowing the gap for those who continue to experience worse outcomes than the average or best outcomes in the city
- narrowing persistent health inequalities against the background of complex changes to the organisation and funding of health services
- developing strong clusters of multi agency services across the city that effectively target and direct resources to those most in need

Where are we going- summary of our direction and strategy

Leeds Education Challenge

The Leeds Education Challenge (LEC) was in its infancy when the CYPP 2011-15 was drafted. It sets out a **vision for every child to be in learning, every school to be a great school and every young person to be succeeding**. It outlines measurable priorities and indicators for achieving these ambitions and is supported by detailed action plans. The LEC programme will help us tackle our obsessions through work with those mostly likely to be disengaged from education and learning, and more generally will help us drive improvement as measured by all of our key indicators, but especially those that focus on educational attainment and achievement.

Specific priorities for improving schools are to

- reduce the number of schools below national floor targets and in Ofsted categories of notice to improve or in special measures
- increase leadership capacity
- reduce in-school variation in teaching and learning and subject expertise
- further develop school improvement at cluster level

The plan sets out specific targets for 5 ambitions and five strands

Ambitions

- every child and young person of school age will be in school or in learning
- every school will have an achievable plan to being recognised as a great school
- we will improve achievement for every young person year on year
- every school will benefit from a fully qualified, skilled, committed and well led staff team
- every child will move confidently through their education

Strands

- leadership, management and governance
- teaching and learning

- focus on supporting schools to develop sustainable standards to stay above national floor standards
- closing the gap for vulnerable learners
- family and community engagement “beyond the school gate”

The entire community- political, business, learning, third sector and public sector- is committed to helping Leeds with its Education Challenge. The city is investing disproportionately in children and young people, recognising their role in the city’s future. The goals of the LEC are challenging but with the support of the entire city, we believe that our school leaders, teachers, parents, and children and young people will be successful.

The LEC is being developed with the help of a range of national and international experts who will provide external support and challenge.

The **impact of deprivation** on learning outcomes remains fundamental. Overall results have improved at the foundation stage against the national gap measure. However, the Leeds gap between the bottom 20% and the average of 34.9% remains above the national figure of 31.3%. At this point the challenge is to ensure that all children are ready for learning. This then translates to closing the performance gap in later phases of education. At the end of primary school the percentage achieving level 4 or above is 24 %pts lower for Free school meal pupils for the combined English and maths indicator. This continues at ages 16 and 19 evidenced by the fact that in Leeds there has been little real impact on the gap in attainment between young people who are eligible for free school meals and those who are not. Combinations of social disadvantage have a powerful effect on attainment levels. Two strands of the LEC are particularly relevant to these areas: closing the gap for vulnerable learners and ensuring family and community engagement “beyond the school gate.”

Post 16 learning provision remains an area of substantial national and local change with performance pressures around both ensuring all young people are in learning and increasing the proportions reaching Level 3 qualifications and equipped for higher education and the Leeds workforce. In response to this a number of areas of work are underway. A ‘Leeds Guarantee’ is currently in development, which will be a commitment as a city to young people aged 16-19 (25) in Leeds to ensure that they all have a place in employment or further learning. As part of the Leeds Education Challenge a post-16 project is being undertaken to review the current 16-19 provision in Leeds. This has been commissioned to provide an independent and impartial assessment of how best to ensure viable and sustainable learning provision with the widest possible range of choices for young people.

Health Reforms

Proposals for reforms to the NHS and public health systems have also emerged during the first year of the CYPP. Leeds is involved in a project to consider how these reforms can best support action to improve children and young people’s health outcomes and reduce health inequality. The project will also inform ongoing system

design and development so that children and young people's needs are designed in from the outset. It will

- identify key health outcomes
- consider how well these are supported by the NHS and public health outcomes frameworks
- look at how different parts of the health system can work together and with other partners to improve outcomes.

The future shape of health provision is still under development. Our future strategy here is to engage with the change programme through the project summarised above, and through the emerging proposals for a Joint Health and Well Being Board across children's and adult services. At the same time the outcome for CYP to choose healthy lifestyles remains central to our day to day work.

Early Intervention

Initiatives to strengthen early intervention and preventative work will continue to be progressed, and remain a fundamental strategy. The number of **Common Assessment Frameworks** (CAF) initiated in 2011/12 is lower than 2010/11. For the 11 months up to the end of February only 4 clusters had levels of CAF initiation above 2010/11 full year levels and consequently all but 5 cluster areas recorded higher levels of requests for service to social care. The reduction in the number of Common Assessments completed reflects some local uncertainty about the future of the Common Assessment Framework following the decision nationally not to proceed with the e CAF. In response the Children's Trust Board supported a major review of the Common Assessment in Leeds and Mark Peel from Leicester University was commissioned to support this work. The Common Assessment record used in Leeds has been considerably simplified in response to feedback and the processes have been revised. The Common Assessment will be relaunched in Leeds in the Summer of 2012 and part of the specification of the new social care recording system has been the ability to be integrated with the Common Assessment. This will ensure the future use and development of the Common Assessment in Leeds.

Professor David Thorpe was commissioned by the LSCB to review referrals to the Children's Social Work Service. His report has been presented to the LSCB and work is underway to implement Professor Thorpe's recommendations. A dedicated multi-agency Duty and Advice Team within the Contact Centre, which will include a police officer and health visitor as well as social workers will be in place from May 2012. The team will be able to provide advice and consultation as well as responding to referrals.

We are working with the Family Rights Group to significantly increase the use of **Family Group Conferencing** to support families to develop their own safe solutions to the challenges they are facing and to enable children to safely remain within their families wherever possible. Our work in local clusters of services across the city has brought the full range of services and partners together to help us understand our challenges in particular localities, and develop plans for improvement and effective early intervention. Identifying **coordinated support packages** for the most vulnerable CYP and families in all clusters will build on best practice and existing

multi agency work. The LSCB is identifying training for effective family support. Clear and determined action is ongoing around early intervention work, family support, the social care referral process and the placement of Looked After Children. The challenge remains to move from stabilising to turning the curve.

Role of Local Government and the Children's Trust Board partners

Four underpinning principles for work with children and families have been developed for Children's Services as part of Leeds City Council's work on the future of local government. These have been discussed and agreed by the Children's Trust Board.

1 The default behaviour of Children's Trust and Local Government partners in all their dealings with local citizens/partners/organisations should be a restorative one - high support with high challenge. (A restorative approach is built on the basic premise that *"people are happier, more cooperative and productive, and more likely to make positive changes when those in positions of authority do things with them rather than to them or for them"*)

2 Children's Trust and Local Government partners should ensure that families, whose children might otherwise be removed from their homes are supported to meet and develop a safe alternative plan before such action is taken.

3 For all other families where a plan or decision needs to be made to help safeguard and promote the welfare of a child or children the family should be supported to help decide what needs to happen. Children's Trust and Local Government partners must create the conditions where families can be helped to help themselves - this would represent a fundamental renegotiation of the relationship between Local Government and local citizens - from doing things *to* and *for* families to doing things *with* them.

4 Children's Trust and Local government partners must see all local schools as community assets and have a clear role in holding those institutions - no matter what the governance arrangements - to account for the contribution they make to the well being of the local population.

How we will work to accelerate progress

Specific actions to improve outcomes against each of our priorities are included in the latest report cards. These are updated throughout the year. In addition major work programmes such as Child Poverty, Child Friendly City and the Leeds Education Challenge have their own detailed actions plans supported by the service plans of partner organisations across the city. Our key actions are summarised on pages 11-14. Some actions to deliver improvement are contained within specific service plans, these will be referenced in the Improvement Plan.

Making an impact at cluster level

These specific actions need to be seen in the context of our overall strategy. In every cluster across the city regular **care and support meetings** have been initiated to bring together multi-disciplinary groups of local managers and staff. Practitioners are able to use these meetings to request support, advice and guidance for cases where they have encountered difficulties in working with families, or where sufficient progress is not being made. These arrangements will be securely established in all clusters.

Targeted Services Leaders (TSLs) and **Local Authority Partners** (LAPs) who will lead and challenge work cluster work are being put in place across city. They will ensure that the “top 100 methodology” is applied consistently across the city. This method identifies the children and young people and families with the greatest need, and targets resources and support accordingly. This includes a coordinated support package and the identification of an appropriate lead agency.

Central to this work will be further progress on **information sharing and case management**. This is designed to ensure the effective and appropriate sharing of information, and is central to both the identification **of the top 100 families**, and subsequent targeting and direction of resources.

Early start teams bringing together services for those aged 0-5 will be established in each cluster, including specific targeting of those most likely to become looked after children. All clusters will also have multi agency groups focusing on identifying the best response for all those requiring additional support, and appropriate decisions about which cases require specialist social work interventions.

Expertise in **Outcomes Based Accountability and Restorative Practice** is available to support cluster work.

Expertise in these and other areas such as child protection and safeguarding will be further developed through the **workforce development programme**. Work is underway to develop a workforce development policy for adoption by all agencies working with children and families. This will cover the attitudes, values and behaviours which workers need to adopt in order to ensure child centred practice in Leeds.

CHILDREN & YOUNG PEOPLE'S PLAN 2011-15- Refresh April 2012

OUR KEY ACTIONS- WHAT WE WILL DO TO ACCELERATE PROGRESS ON DELIVERING OUR OBSESSIONS

CHILD FRIENDLY CITY- CHILD POVERTY-LEEDS EDUCATION CHALLENGE- "TOP 100" METHODOLOGY

LOOKED AFTER CHILDREN	NEET	ATTENDANCE
<p>1 Revised CAF process to be implemented across CS with support of Professor Harriet Ward and Mark Peel University of Leicester 2012</p> <p>2 New arrangements to manage contacts and referrals to Children's Social Work will be in place June 2012 based on research of Professor David Thorpe, commissioned by the CSCB</p> <p>3 Support to vulnerable children will be increased through the roll out of Early Start Teams (April 2012-Sep 2012);</p> <p>4 We will work with the Family Rights Group to increase the roll out of Family Group Conferences to double the number of conferences whilst retaining quality;</p> <p>5 We will strengthen cluster working by rolling out Targeted Service Leaders across the city by March 2013 (?);</p>	<p>1 A Leeds guarantee for young people developed across the city</p> <p>2 Support schools to deliver impartial information, advice and guidance (IAG).</p> <p>3 Relaunch the Leeds Retail Academy & develop plans for the skills academy to ensure that the city's learning offer better meets the skills needs of employers in this important sector in the local economy.</p> <p>4 Develop city deal projects to support 16 and 17 year olds into education, work, apprenticeships or training.</p> <p>5 Undertake a full review of post 16 provision and a review of the Youth Offer to ensure delivery of the Leeds Guarantee</p> <p>6 Enable advisers to spend more time with NEET young people by reducing Jobcentre Plus caseload sizes</p>	<p>1 Developing media communications for parents and carers</p> <p>2 Continue with recruitment and deployment of targeted services leaders</p> <p>3 Ensure that the plan for Raising the Participation Age (RPA) incorporates cluster-led work on improving attendance. From 2013 local authorities become legally responsible for identifying young people who are not participating, and schools and colleges become legally responsible for promoting good attendance for 16 and 17 year olds.</p> <p>4 Support partnerships of schools to participate as pathfinders in the DfE's National Exclusions Trial.</p> <p>5. Implement the top 100 methodology for the 3 obsessions</p>

<p>6 Ensure that our systems and processes are directed to providing the child and family with the right support in the right way at the right time;</p> <p>7 We will significantly increase the number of mainstream foster carers through improved recruitment and retention arrangements which will be implemented in June 2012;</p> <p>8 We will strengthen and improve the quality of care planning to reduce drift;</p> <p>9 We will reduce the number of children placed in residential care outside of Leeds by implementing the recommendations of the residential review, increasing MST and providing packages of support tailored to the needs of individual children</p>	<p>7 Implement the top 100 methodology for the 3 obsessions</p> <p>8 Implement the Troubled Families Programme</p>	<p>6. Implement the Troubled Families Programme</p>
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CHILDREN & YOUNG PEOPLE'S PLAN 2011-15- Refresh April 2012

OUR KEY STRATEGIES- HOW WE WILL DELIVER PROGRESS TOWARDS OUR AGREED OUTCOMES

INTEGRATED LOCALITY WORKING	RESTORATIVE PRACTICE	OUTCOMES BASED ACCOUNTABILITY	VOICE & INFLUENCE	FINANCIAL PLANNING
<p>1 Complete deployment of Targeted services leaders and Local Authority Partners across all clusters</p> <p>2 Deliver workforce development programme to support cluster working, top 100 methodology, & OBA and RP</p> <p>3 Implement the top 100 methodology for the 3 obsessions</p> <p>4 Early start teams in place in all clusters</p> <p>5 Simplified CAF in place</p>	<p>1 Develop options and plans for a Leeds Centre</p> <p>2 Review phase 1 RP, to inform phase 2. Develop delivery plan for implementing phase 2 , matching demand for training to supply</p> <p>4 Increase training capacity by train the trainer events</p> <p>5 Ensure quality and sharing of good practice by practitioner events and support</p> <p>6 Consider options and implications of Leeds being a restorative city</p> <p>7 FGC training and implementation plan with</p>	<p>1 Deliver OBA workshops on LAC in each cluster</p> <p>2 Offer turning the curve exercises to all services and partners</p> <p>3 Develop OBA programme to support LEC</p> <p>4 OBA refresh for senior leaders</p> <p>6 Develop joint programmes with Shadow Health & Well Being Board & Area Leaders</p> <p>7 Embed OBA in day to day team practice</p>	<p>1 Working in partnership to support the aims and objectives of Leeds becoming a Child Friendly City</p> <p>2 Voice and Influence team to lead on a strategic, co-ordinated approach to participation across the city Child Friendly City programme</p> <p>3 All partners will involve children and young people when making key decisions that impact on their lives</p> <p>4 Increase the use of restorative practice models to support voice & influence for target groups in localities</p>	<p>1 Develop the joint investment strategy for early intervention and prevention</p> <p>2 Progress with other local authorities work on the procurement of residential and fostering placements from independent providers</p> <p>3 Develop the Joint Investment strategy in the light of changes to the organisation of public health services</p> <p>4 Develop the joint investment strategy for emotional health and well being services</p>

5 New approach to social care referrals in place	agreed processes for allocating cases and quality assurance		5 Develop a young advisory group for the LSCB	
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26th January 2012 version - Extract from the Health and Wellbeing City Priority Plan 2011 to 2015

Strategic Priority: 4				H&W Board Sponsor – Ian Cameron
Make sure that people who are the poorest improve their health the fastest.				Delivery Lead: Brenda Fullard
Performance Indicators				
Reduce the differences in life expectancy (and healthy life expectancy subject to ONS and Local Authority citizen panel survey) between communities				
Priority Actions				
Priority Action 4a – Minimise the impact of poverty on health of under 5s				
Action Plan 2011/12:				
Action	Targeting	Action Owner	Contributing Officers	Milestone or Target
Continue the development and implementation of the Infant Mortality Action Plan, including the Reducing Infant Mortality demonstration sites, and roll out best	10% most deprived communities and priority populations	Sharon Yellin (NHS)	Commissioners (NHS ABL), LCC Children’s Services, Leeds Teaching Hospitals NHS Trust (LTHT), Leeds Community Healthcare NHS Trust (LCHT)	Low birth weight rate in deprived Leeds vs Leeds as a whole <ul style="list-style-type: none"> • Breastfeeding maintenance at 6 - 8 weeks • Maternity Access - full booking assessment by 12 weeks

practice to areas of greatest need across Leeds				<ul style="list-style-type: none"> Smoking in pregnancy. Target 95% of smoking status known at booking in and delivery. Target 1% reduction in the prevalence of smoking during pregnancy
Establish Leeds Early Start Service bringing together health visiting and children centre practitioners into fully integrated teams with increased capacity in deprived areas to deliver the new early start service model .	Babies born to families living in deprived areas of Leeds	Jane Mischenko (NHS)	<p>Sarah Sinclair: LCC Andrea Richardson: LCC Sam Prince:LCHT Janice Burberry: NHS ABL</p> <p>Commissioners (NHS ABL) LCC Children's Services</p>	Achieve full integration by 2013; including increasing capacity in deprived Leeds to deliver the new early start service model.
Increase priority access to quality early years services for parents and young children	<p>Top 100 methodology in localities 0 to 5 review</p> <p>Target services where known risk attributes identified e.g. Domestic violence Substance misuse Mental health offending Teenage parents/carers</p>	Andrea Richardson (LCC)	<p>Jane Mischenko:NHS Sam Prince:LCHT Sal Tariq :LCC Sue May:LCC</p> <p>NHS Commissioners LCC Children's Services Leeds Community Healthcare NHS Trust</p>	<p>Clear service entitlement across health ,early education and family support for families at risk</p> <p>Reduction in the number of LAC who are under 5</p>

Secure and double the capacity of the family nurse partnerships	Families with children under 5 years living in deprived areas of Leeds	Jane Mischenko (NHS)	Sam Prince LCHT Sarah Sinclair :LCC Janice Burberry :NHS NHS Commissioners LCC Children's Services Leeds Community Healthcare NHS Trust	Family Nurse Partnership programme in place with the capacity to engage 200 young mums
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Extract from the Safer Leeds Partnership Plan 2011-2015

II Strategic Outcome C&D3 – Improving Safeguarding and Reducing Vulnerability					
Performance Indicators				Targets	
				2011/12	2012/13
§ TBA				baseline year	TBC
Action Plan 2011/12					
Priority Action – C				Delivery Lead: Chief Officer – Community Safety	
Action	Targeting	Action Owner	Contributing Officers	Milestone or Target	
Improve the city wide responses to domestic violence – ensuring the most vulnerable are protected.	Key providers and service users including high risk, vulnerable victims and their families	Head of Localities and Safeguarding, Leeds Domestic Violence Strategy Group	Leeds Domestic Violence Strategy Group and key partners	§ Deliver the Leeds Ending Violence Against Women and Children Action Plan 2011-2012 (attached at appendix).	

III Cross Cutting Themes – Contributions to Other Partnership Plans

Public agencies have a duty to improve public safety by working with known offenders. Managing or modifying the behaviours of offenders who create most harm in our communities will reduce the risk of re-offending and in turn reduce crime.

Action Plan 2011/12

Priority Action - Leeds will be a healthy and caring city for all ages

Partnership Plan: Health and Wellbeing

Action	Targeting	Action Owner	Contributing Officers	Contributions
People will live safe and fulfilling lives in their own homes	City	Head of Safety and Safeguarding, Head of ASB service	Domestic Violence Strategy Group, Safeguarding board, LASBT, DCSP, NPT, Fire, ALMO	<ul style="list-style-type: none"> § Improve city wide approach to Violence against Women and Children. § Implement Community Safeguarding for response to Hate Crime and community tensions. § Deliver tailored multi agency problem solving responses to ASB and disorder issues.

Unscheduled Items

Transition – requested at CTB 16 March 2012

Youth Custody statement – revised version

Outcome of task and finish group on 'Who's Looking after the children?'

CTB sub group structure

Operational handbook

Standing items

- Performance dashboard
- Reports from sub groups/ other partnerships

Leeds Children's Trust Board Work Programme 2012/13

Item	Notes
Meeting date – 11 June 2012 09:30-12:30	
Obsession focus – Attendance	
Cluster Partnership progress report	
Child Friendly City progress report	
LYC young carers card initiative	
Every Child Matters Survey results	
Free school meals	Facilitated discussion

Leeds Children's Trust Board Work Programme 2012/13

Item	Notes
Meeting date – 9 July 2012 09:30-12:30	
Obsession focus – LAC	
Child Poverty Strategy Group progress report	
LSCB draft annual report	Bryan Gocke to present
CAF presentation	Mark Peel and Mary Armitage (needs 1 hour)
LYC Engagement	Tbc – or poss September
Free school meals	Standing item
Improvement Plan	To include governance arrangements

Leeds Children's Trust Board Work Programme 2012/13

Item	Notes
Meeting date – 21 September 2012 09:30-12:30	
Obsession Focus - NEET	To include information on vulnerable groups – what works with these groups and what are the challenges? Requested at CTB 16/3/12
Child Friendly City progress report	
Drug Action Plan	
Quarter 1 report cards	(obsessions only) – will require sign off by Chair and DCS
Free school meals	Standing item
LSCB annual report	
Commissioning Prospectus	Dependent on CSLT and C&F clearance

Leeds Children's Trust Board Work Programme 2012/13

Item	Notes
Meeting date – 5 November 2012 09:30-12:30	
Obsession focus – Attendance	
Quarter 2 report cards	(full set)
Child Poverty Strategy Group progress report	

Item	Notes
Meeting date – 17 December 2012 09:30-12:30	
Child Friendly City progress report	Possible longer item with yp participation and yp friendly venue?
Cluster Partnership progress report	

Leeds Children's Trust Board Work Programme 2012/13

Item	Notes
Meeting date – 1 February 2013 09:30-12:30	
Obsession Focus - LAC	
Quarter 3 report cards	(obsessions only)
Child Poverty Strategy Group progress report	

Item	Notes
Meeting date – 15 March 2013 09:30-12:30	
Obsession focus - NEET	
Child Friendly City progress report	
Annual Standards report	To include colleges information – agreed at CTB 16/3/12

EXECUTIVE BOARD

WEDNESDAY, 16TH MAY, 2012

PRESENT: Councillor K Wakefield in the Chair

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

Councillor J Procter – Substitute Member

243 Substitute Member

Under the terms of Executive Procedure Rule 2.3, Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter.

244 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. 259 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information within the Appendix contains information relating to the financial or business affairs of a particular person and is part of an ongoing legal case. It is considered that the public interest in treating this information as exempt outweighs the public interest in disclosing it and that this element of the report should be treated as exempt under Access to Information Procedure Rule 10.4.(3) as it is subject to litigation privilege.

245 Declaration of Interests

Councillor Wakefield declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Local Development Order 2: Extensions, Alterations and Changes of Use: Draft for Public Consultation' due to being a member of the Yorkshire Wildlife Trust (Minute No. 249 referred).

Councillor R Lewis declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Local Development Order 2: Extensions, Alterations and Changes of Use: Draft for Public Consultation' due to being a member of the Aire Valley Regeneration Board (Minute No. 249 referred).

Councillor J Procter declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Local Development Order 2: Extensions, Alterations and Changes of Use: Draft for Public Consultation' due to being a member of the Aire Valley Regeneration Board (Minute No. 249 referred).

Draft minutes to be approved at the meeting
to be held on Wednesday, 20th June, 2012

Councillor Ogilvie declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Local Development Order 2: Extensions, Alterations and Changes of Use: Draft for Public Consultation' due to being a member of the Aire Valley Regeneration Board (Minute No. 249 referred).

Councillor Golton declared a personal interest in the agenda item entitled, 'Community Food Growing', due to being Vice President of Leeds and District Gardeners' Federation (Minute No. 258 referred).

Councillor Gruen declared a personal interest in the agenda item entitled, 'Future of Cow Close, Drighlington, Rawdon and Shadwell Libraries' as a local resident of Shadwell (Minute No. 257 referred).

Councillor Finnigan declared a personal interest in the agenda items entitled, 'Red Hall Relocation Strategy and Design and Cost Report for Farnley Hall Coach House' and 'Aire Valley Leeds Local Development Order 2: Extensions, Alterations and Changes of Use: Draft for Public Consultation' due to being a member of Plans Panel (East) (Minute Nos. 248 and 249 referred respectively).

246 Minutes

RESOLVED – That the minutes of the meeting held on 11th April 2012 be approved as a correct record.

247 Matters Arising from the Minutes

Minute No. 239 – 11th April 2012 - 'Illegal Money Lending Project – Progress Report'

Responding to Members' enquiries, the Board was informed that work continued on the compilation of a further report to Executive Board regarding the actions which could be taken to address the problems caused by legal money lenders across the city, and that such a report would be submitted to the Board for consideration in due course.

DEVELOPMENT AND THE ECONOMY

248 Red Hall Relocation Strategy and Design and Cost Report for : Farnley Hall Coach House

The Director of City Development submitted a report on the proposed development of a planning brief for the Red Hall site in order to allow its future development, whilst also outlining proposals to undertake feasibility works at Whinmoor Grange, which would enable further consideration to take place before proposals were developed and further consultation undertaken. In addition, the report also sought approval to incur the necessary expenditure from scheme 16442 on the Red Hall Relocation Strategy.

Reassurance was given to the Board that new horticultural nursery facilities would be established as part of the proposals detailed within the submitted report.

A Member emphasised the need to ensure that appropriate consultation exercises were undertaken on any future proposals which may be formed in relation to the potential development within the East Leeds Extension area.

RESOLVED –

- (a) That the progress made in respect of the relocation strategy for Red Hall, be noted.
- (b) That the sale of the Stable Block at Red Hall to the Rugby Football League be noted.
- (c) That authority be given to spend £1,270,000 on the Red Hall Relocation Strategy, including the refurbishment of Farnley Hall Coach House utilising capital receipts from the sale of assets at Red Hall and Farnley, the decant of staff to Temple Newsam following the sale of the Stable Block to the Rugby Football League and to assist with the development of the planning brief and feasibility works highlighted within the submitted report.
- (d) That approval be given to the ongoing works for the creation of a new horticultural nursery with ancillary office facilities for area staff requiring a base in the east of the city at Whinmoor Grange.
- (e) That officers be requested to develop a detailed planning brief for Red Hall and also to undertake feasibility works for both Red Hall and Whinmoor Grange, in order to allow future development of the Red Hall site.

249 Aire Valley Leeds Enterprise Zone Local Development Order 2: Extensions, Alterations and Changes of Use: Draft for Public Consultation

The Director of City Development submitted a report outlining a draft of a Local Development Order (LDO) which was proposed to support the Aire Valley Leeds Enterprise Zone by simplifying the planning process in the area. The proposed LDO specifically related to allowing certain extensions, alterations and change of use of industrial and warehouse units on the Enterprise Zone sites and in the wider industrial areas of the Aire Valley (Cross Green, Stourton and Hunslet).

Members emphasised the need for the proposals detailed within the submitted report to be progressed as a matter of priority.

RESOLVED –

- (a) That the draft of the 'Aire Valley Leeds Enterprise Zone – Local Development Order (2): Extensions, Alterations and Changes of use', as set out within Appendix 1 to the submitted report be approved, and that agreement be given to the Chief Planning Officer submitting this, together with the statement of reasons, to the Secretary of State.

- (b) That subject to the Secretary of State not making a direction under section 61B(1) of the Town and Country Planning Act 1990 as amended, the Aire Valley Leeds Local Development Order (2): Extensions, Alterations and Changes of use be adopted.

(Under the City Council's Constitution, a decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public interest. Given that the Enterprise Zone commenced on 1st April 2012, the timescales for preparing and consulting on LDOs have been very tight. Although the 1st April deadline for adoption of the LDO cannot be achieved it is important that the LDO is in place as soon as possible after the start of the Enterprise Zone therefore the report has been declared as not eligible for call-in).

250 Leeds Site Allocations Development Plan Document (DPD) Scoping Paper

The Director of City Development submitted a report, which following consideration by Development Plan Panel on 6th March 2012, sought approval to the proposed scope of Leeds Site Allocations Development Plan Document (DPD).

Members received reassurance regarding the importance of a phased approach being taken towards the release of sites for development, the need for the nature of new development to meet the demand which currently existed and also the fact that every effort would be made to ensure that the proposed timescales for the delivery of the Site Allocations DPD were adhered to.

Responding to an enquiry, the Board received an update on the site allocation process for Gypsies and Travellers and also received further information on those areas which would not be allocated via the Site Allocations DPD process.

In considering the Site Allocation process, Members highlighted that in order to ensure that any future developments were sustainable, such developments needed to be accompanied by the provision of appropriate levels of infrastructure, such as schools.

The Board noted the concerns of two Members in respect of the proposals detailed within the submitted report. In addition, it was emphasised that in order to protect the Council's position, there was a need to progress the DPD site allocation process as a matter of priority. Also, the importance of Ward Member involvement in this process was emphasised and officers were requested to give consideration to the ways in which such Member involvement could be maximised wherever possible.

RESOLVED – That the scope of the Site Allocations Development Plan Document, as outlined within the submitted report, be approved.

(Under the provisions of Council Procedure Rule 16.5, Councillors Golton and Finnigan both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

251 Neighbourhood Plan frontrunners: agreement to spend £80,000 towards plan preparation in Boston Spa, Holbeck, Kippax and Otley.

The Director of City Development submitted a report detailing the aims of the neighbourhood planning frontrunner scheme, outlining proposals regarding the funding which had been secured from the Department of Communities and Local Government, whilst also providing an overview of the neighbourhood planning process and its implications arising from this process for the Council.

Members noted the level of interest which had been received to date from organisations regarding Neighbourhood Plans and acknowledged that the cost of developing such Plans would vary on a case by case basis. The Board highlighted the need to ensure that appropriate levels of cohesive support were provided by the Council to those organisations throughout the city which had expressed an interest in developing a plan. In addition, the Board welcomed a suggestion that those organisations which were at the forefront of Neighbourhood Plan development could provide guidance to those in the earlier stages of the process.

Emphasis was placed upon the vital role which would be played by Area Committees, Ward Members and local communities in the Neighbourhood Plan process.

RESOLVED –

- (a) That the release and spend of £80,000 towards supporting the neighbourhood pilot areas be approved and that the associated spending authority be delegated to the Director of City Development in consultation with the appropriate Area Committee and the Executive Member for Development and the Economy.
- (b) That the progress made, together with the specific issues in each of the four pilot areas, be noted.
- (c) That a further report be submitted to Executive Board in June 2012 which will outline the Council's general approach towards neighbourhood planning, including the establishment of governance arrangements and the publication of a comprehensive guidance note to assist communities working to prepare neighbourhood plans.

252 Natural Resources and Waste Development Plan Document: "Post Submission Changes" - Further Revisions

Further to Minute No. 238, 11th April 2012, the Director of City Development submitted a report which sought approval for a further change to be made to the Natural Resources and Waste Development Plan Document (DPD), namely the inclusion of the post submission changes.

RESOLVED – That the new supporting text and policy wording (as detailed within paragraph 3.2 of the submitted report), be approved for inclusion within the Post Submission Schedule of Changes for the purposes of a 6 week period of public consultation.

(The Natural Resources and Waste Development Plan Document is being prepared within the context of the LDF Regulations and statutory requirements, and as the DPD is a Budgetary and Policy Framework document, the matters referred to within this minute are not eligible for Call In)

253 Request from Scrutiny Board (Regeneration) regarding the Reduction of Rents to Kirkgate Market Traders for a Time Limited Period

(a) Request from Scrutiny Board (Regeneration) to Executive Board to Reduce Kirkgate Market Rents for a Time Limited Period

The Head of Scrutiny and Member Development submitted a report requesting that Executive Board gave considered a recommendation of Scrutiny Board (Regeneration) regarding a reduction in Kirkgate Market rents for all traders for a time limited period in view of the increasing vacancy factor in the market and in advance of the current review.

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

(b) A Response to a Request from Scrutiny Board (Regeneration) to Reduce Kirkgate Market Rents for a Time Limited Period

The Director of City Development submitted a report providing the directorate response to a number of issues raised by Scrutiny Board (Regeneration) including a specific request regarding a proposed reduction in Kirkgate Market rents for all traders for a time limited period in view of the increasing vacancy factor in the market and in advance of the current review.

The Board acknowledged the concerns of Scrutiny Board (Regeneration) and considered it's recommendation regarding a proposed reduction in rents, which had been presented to the meeting. In response, the Board reiterated the Council's desire for the long term future of the market to be secured. In addition, the level of investment into the market was highlighted and it was emphasised that the market would remain within Council ownership. Specifically regarding the recommendation of Scrutiny Board (Regeneration), it was acknowledged that some reconfiguration of the market was required in order to ensure that it prospered during challenging market conditions, however, it was noted that purely focussing upon traders' rent levels was too narrow a scope, as the vibrancy of the market together with increased levels of footfall were key.

RESOLVED –

- (a) That the actions being taken to increase footfall to the market, to reduce vacancy rates and to secure the long term future of the market be noted.

- (b) That the proposal from Scrutiny Board (Regeneration) to reduce the rents for tenants of Kirkgate Indoor Market be declined, but that officers be instructed to investigate implementing further measures to increase footfall, in consultation with traders, using £100,000 from the £1,750,000 budget for economic initiatives which was included within the 2012/13 strategic budget.

(The matters referred to in Minute No. 253(a) were not eligible for Call In as they solely referred the recommendations of Scrutiny Board (Regeneration) to Executive Board for consideration. The matters referred to in Minute No. 253(b) were eligible for Call In)

NEIGHBOURHOODS, HOUSING AND REGENERATION

254 Reinvigorating the Right to Buy - Sale of Council Homes

The Director of Environment and Neighbourhoods submitted a report informing of the changes which had been implemented on the 2nd April 2012 by Government to amend the Right to Buy arrangements including extending the discount to a maximum of £75,000 and the right to retain receipts over and above those calculated in the Council's Business Plan.

The Director of Environment and Neighbourhoods provided details of further guidance which had been received from Government following the publication of the agenda, in respect of the initiative, which would now allow for the construction of social rented homes and the purchase of empty properties as well as the development of affordable homes at 80%.

Concerns were raised regarding the proposals detailed within the submitted report, with emphasis being placed upon the principles around the Right to Buy initiative, the significant levels of investment which had been committed in recent years into the Decent Homes Standard and the fact that a maximum of 30% of the additional capital receipts obtained from the sale of Council homes could be used to fund new properties.

RESOLVED –

- (a) That approval be given to enter into the Local Agreement to re-invest in the development of new affordable homes. The conditions for which include that support is limited to 30% of value.
- (b) That a further report on the options for the utilisation of any additional funding be submitted to a future meeting of Executive Board.
- (c) That the correspondence with tenants, as detailed at Appendix 3 to the submitted report, be noted.

CHILDREN'S SERVICES

255 Basic Need 2013: Final Decision on Proposal to Expand Morley Newlands Primary School

The Director of Children's Services submitted a report regarding the proposal to expand Morley Newlands Primary School from 420 to 630 pupils, with an admission number increasing from 60 to 90, with effect from September 2013.

Members received reassurance that the cost of the development for this school would not have a negative impact upon future school developments elsewhere. Responding to an enquiry, the Board received details regarding the proposed timescales for the new school building's opening.

The Board paid tribute to all of those staff who worked at Morley Newlands Primary School and the young people who attended the school, given the challenging nature of the existing facilities.

RESOLVED – That approval be given to the expansion of Morley Newlands Primary School from 420 to 630 pupils, with an increase in the admission number from 60 to 90, with effect from 1st September 2013.

LEISURE

256 Friends of Bramley Baths and a Community Asset Transfer

The Director of City Development submitted a report advising of the progress which had been made in respect of a potential Community Asset Transfer to the Friends of Bramley Baths organisation and recommending such a Transfer which shifted from the Council some, but not all, of the liabilities and risks around the 1904 building and its operation.

Responding to an enquiry, the Board received clarification in respect of the proposed provision of financial contingency support for the Friends of Bramley Baths organisation in year one of the proposed operation. Also, Members received an update on the ongoing discussions which were currently taking place regarding a possible Community Asset Transfer involving Garforth Leisure Centre.

The Board supported a proposal regarding the need for local Ward Member representation on the Board of the facility's management organisation.

RESOLVED –

- (a) That the necessary authority be delegated to the Director of City Development to approve a 25 year lease at a peppercorn rent, to the Friends of Bramley Baths, and that approval be given for the Council to consider any reasonable claim from the Friends organisation for future liabilities relating to a 1904 Grade II listed building and swimming pool.
- (b) That agreement be given to consider financial contingency support in Year 1 of the operation to overcome any immediate pressure caused by the asset transfer to the Friends of Bramley Baths.

Draft minutes to be approved at the meeting
to be held on Wednesday, 20th June, 2012

257 Future of Cow Close, Drighlington, Rawdon and Shadwell Libraries

The Director of City Development submitted a report outlining proposals regarding the transfer of Rawdon Library service and the building to the local community group; the transfer of Shadwell Library service to the Shadwell Independent Library Committee and the building to Shadwell Parish Council; the transfer of Drighlington Library service to the local friends group and the building to Environment and Neighbourhoods and to close Cow Close Library, as no community group had come forward to run the library.

With regard to the proposals for Shadwell Library, Members noted the ongoing discussions which continued in respect of the terms regarding the proposed transfer, whilst a request was made that appropriate levels of engagement, together with the necessary levels of guidance were provided to all relevant parties on this matter.

In relation to the proposals regarding Cow Close Library, the Board was made aware of concerns which had been raised by local Ward Members. In response, it was agreed that consideration of the proposals regarding Cow Close Library within the submitted report be deferred to the next meeting of the Board, in order to enable further engagement to take place with local Ward Members.

RESOLVED –

- (a) That the request to transfer the freehold of Shadwell Library to Shadwell Parish Council be declined.
- (b) That the necessary authority be delegated to the Director of City Development to negotiate with Shadwell Parish Council or Shadwell Independent Library Committee, in order to agree a peppercorn lease on a full repairing and insuring basis.
- (c) That the community asset transfer of Rawdon Library building to the Friends of Rawdon Library be approved, by way of a 25 year peppercorn lease on a full repairing and insuring basis.
- (d) That the transfer of the library services at Rawdon and Shadwell to the Friends of Rawdon Community Library and Shadwell Independent Library Committee respectively, be approved.
- (e) That the transfer of Drighlington Library service to the Friends of Drighlington Library be approved, with the building being managed by Environment and Neighbourhoods directorate.
- (f) That consideration of the proposals regarding Cow Close Library be deferred to the next meeting of the Board, in order to enable further engagement to take place with local Ward Members.

258 Community Food Growing

The Director of City Development submitted a report outlining proposals which were designed to encourage and support food growing in Leeds by establishing a community food growing network.

Requests were made for local organisations such as the ALMOs and the Leeds and District Gardeners' Federation to be provided with the opportunity to have greater involvement in the initiative. Responding to enquiries, the Board received further details regarding officer involvement in the initiative and the associated funding arrangements.

RESOLVED – That the planned development of a community food growing network in Leeds be supported.

RESOURCES AND CORPORATE FUNCTIONS

259 Provisional Outturn Financial Year Ended 31st March 2012

The Director of Resources submitted a report providing details of the Council's provisional financial outturn position for 2011/2012 and which commented on the key issues impacting upon the overall achievement of the budget for the current year.

The Board highlighted and thanked officers for all of their efforts which had led to the Council achieving its current financial position.

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 provisional outturn position, as detailed within the submitted report, be noted.
- (b) That the creation and delegated release of earmarked reserves, as detailed within paragraphs 4.2 and 5.6 of the submitted report, be approved.

260 Customer Access Strategy and Phase 1 Business Case

The Assistant Chief Executive (Customer Access and Performance) and the Director of Environment and Neighbourhoods submitted a joint report providing an update on the ongoing work being undertaken to improve the customer experience in accessing the Council's services, whilst also seeking endorsement of the new Customer Access Strategy for 2012-2015. In addition, the report sought approval of an injection into the Capital Programme together with the necessary authority to spend £3,000,000, in order to deliver Phase 1 of the Customer Access Programme, which included the acquisition of a new integrated Waste Management system.

Members discussed the principles of the proposed strategy and the impact it's introduction would have, both upon the Council's accessibility levels, and also upon the effectiveness of the services provided.

RESOLVED –

- (a) That the Customer Access Strategy 2012-2015, a summary of which was appended to the submitted report, be endorsed.
- (b) That approval be given to a process of public consultation on the Strategy through the Council's Citizens' Panel.
- (c) That approval be given to an injection into the Capital Programme of £3,000,000, with authority to spend also being approved, in order to deliver Phase 1 of the Customer Access Programme, as detailed within the submitted report.

261 Regional Economic Intelligence Team - Update Report

Further to Minute No. 70, 7th September 2011, the Assistant Chief Executive (Customer Access and Performance) submitted a report providing an update on the positive progress which had been made following the transfer of the Regional Economic Intelligence Team from Yorkshire Forward to Leeds City Council on the 1st November 2011. In addition, the report also provided details on the current funding position and revenue profile of the unit, the contribution of the team to work across the Council and the future opportunities which existed for the further development of the team's contribution.

The Board discussed the valuable work undertaken by the Regional Economic Intelligence Team and responding to a Member's enquiry, it was noted that the team had achieved a £44,000 surplus at the of the financial year.

RESOLVED – That the positive progress being made in establishing the new team be noted and that a further update report be submitted to Executive Board in January 2013.

262 Executive and Decision Making Procedure Rules

The Head of Governance Services submitted a report which sought approval of the proposed changes to Sections 1 and 2 of the Executive and Decision Making Procedure Rules, as detailed within Appendix A to the submitted report.

RESOLVED – That Sections 1 and 2 of the Executive and Decision Making Procedure Rules, as appended to the submitted report, be approved.

DATE OF PUBLICATION: 18TH MAY 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 25TH MAY 2012 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00pm on
28th May 2012)

Draft minutes to be approved at the meeting
to be held on Wednesday, 20th June, 2012



**FORWARD PLAN OF KEY DECISIONS
For Scrutiny Board – Children and Families**

1 June 2012 – 30 September 2012

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 June 2012 – 30 September 2012. The Plan is updated monthly and is available to the public 14 days before the beginning of each month.

What is a Key Decision?

A Key decision, as defined in the Council's Constitution is an executive decision which is likely to:

- result in the Authority incurring expenditure or making savings over £250,000 per annum, or
- have a significant effect on communities living or working in an area comprising 2 or more wards

What does the Forward Plan tell me?

The Plan gives information about:

what key decisions are coming forward in the next four months
when those key decisions are likely to be made
who will make those decisions
what consultation will be undertaken
who you can make representations to

Who takes key decisions?

Under the Authority's Constitution, key decisions are taken by the Executive Board or Officers acting under delegated powers.

Who can I contact?

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item. In addition, the last page of the Forward Plan gives a complete list of all Executive Board members.

How do I make contact?

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact, please ring Leeds City Council and staff there will be able to assist you:

Leeds City Council - Telephone: 0113 2474357

How do I get copies of agenda papers?

The agenda papers for Executive Board meetings are available five working days before the meeting from:

Governance Services, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 2474350

Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

On occasions, the papers you request may contain exempt or confidential information. If this is the case, it will be explained why it will not be possible to make copies available.

Where can I see a copy of the Forward Plan?

The Plan can be found on the Leeds City Council Website www.leeds.gov.uk. The Plan is regularly updated and for legal reasons is formally published on a monthly basis on the following dates:

2012/13

17 th May 2012	16 th November 2012
15 th June 2012	17 th December 2012
17 th July 2012	17 th January 2013
17 th August 2012	14 th February 2013
17 th September 2012	15 th March 2013
17 th October 2012	16 th April 2013

About this publication

For enquiries about the Forward Plan of Key Decisions please:

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We will then make arrangements for an interpreter to contact you. We can assist with any language and there is no charge for interpretation.

(Bengali):-

যদি আপনি ইংরেজীতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে 0113 2243462 এই নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

(Chinese):-

凡不懂英語又須協助解釋這份資料者，請致電 0113 22 43462 並說明本身所需語言的名稱。當我們聯絡傳譯員時，請勿掛斷電話。

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की जरूरत है, तो कृपया 0113 224 3462 पर फोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फोन पर कुछ देर के लिए इंतज़ार करना होगा) और उस दौरान हम किसी इंटरप्रिटर (दुभाषिए) से संपर्क करेंगे।

(Punjabi):-

ਅਗਰ ਤੁਸੀਂ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਲੇਖ ਪੱਤਰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰ ਕੇ 0113 22 43462 'ਤੇ ਟੈਲੀਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਪਣੀ ਭਾਸ਼ਾ ਦਾ ਨਾਮ ਦੱਸੋ. ਅਸੀਂ ਤੁਹਾਨੂੰ ਟੈਲੀਫ਼ੋਨ 'ਤੇ ਹੀ ਰਹਿਣ ਲਈ ਕਹਾਂ ਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂ ਗੇ.

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 22 43462 پر فون کریں اور ہمیں اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ کو لائن پر ہی انتظار کرنے کیلئے کہیں گے اور خود ترجمان (انٹر پریٹر) سے رابطہ کریں گے۔

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 June 2012 to 30 September 2012

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)
Recommendations and outcomes arising from the Strategic Sector Review for the future provision of housing related support services for Young People. Authorisation from the Director of Environment and Neighbourhoods to implement the recommendations and outcomes of the Strategic Sector Review for the future provision housing related support services for Young People.	Director of Environment and Neighbourhoods	1/6/12	n/a	Report to be presented to the Commissioning Body and the Director	neil.evans@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)
Young Carers Service Delegated decision required to award a new contract following conclusion of a procurement exercise.	Director of Children's Services	1/6/12	Consultation was undertaken with young carers prior to development of the service specification.	Award report to be presented at delegated decision panel	paul.bollom@leeds.gov.uk
PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT SWARCLIFFE PRIMARY SCHOOL Approval to proceed with works to provide additional accommodation at Swarcliffe Primary school in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme	Director of Children's Services	1/6/12	Swarcliffe Primary School	Design and Cost Report	charlotte.foley@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)
<p>PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT NEW BEWERLEY PRIMARY SCHOOL</p> <p>Approval to proceed with works to provide additional accommodation at New Bewerley Primary school in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>	<p>New Bewerley Primary School</p>	<p>Design and Cost Report</p>	<p>charlotte.foley@leeds.gov.uk</p>
<p>Contract with Leeds Community Healthcare</p> <p>Request to waive contracts procedure rule 13 and enter into a new contract with Leeds Community Healthcare</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>	<p>n/a</p>	<p>Waiver Report</p>	<p>paul.bollom@leeds.gov.uk</p>

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)
<p>Youth Inclusion Projects, Inclusion Service, Substance Misuse Treatment</p> <p>To agree the waiver of contracts procedure rule 13 to enter into contracts for the provision of: Youth Inclusion Projects, Inclusion Services, Substance Misuse Treatment.</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>	<p>Children's Services Directorate, Procurement Unit, Chief Officer Concerned</p>	<p>Proposals from the existing contracted providers</p>	<p>iain.dunn@leeds.gov.uk</p>
<p>Leeds 10 Primaries PFI Project (PFI-10) - Outcome of TUPE Negotiations</p> <p>Recommendation that the Director of Children's Services approves this one off payment (actual figure to be confirmed within Decision Report) in respect of the TUPE settlement submitted through the 10 Primaries PFI Project.</p>	<p>Director of Children's Services</p>	<p>1/6/12</p>		<p>LCC Decision Report/TUPE Reconciliation Data (Spreadsheet)</p>	<p>nigel.wilson@leeds.gov.uk/ matthew.cooper@leeds.gov.uk</p>

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)
School calendar - academic year 2013 - 2014 To agree the school calendar for community and voluntary controlled schools, and SILCs for the academic year 2013-2014.	Director of Children's Services	1/6/12	Headteacher and Governor Forums and the Teachers Joint Consultative Committee.	School Calendar – academic year 2013-2014	vicki.white@leeds.gov.uk
Implementing a new children's services structure through the restructure of existing provision To take one or more decisions in connection with the proposals for the new structure including the restructure of existing provision	Director of Children's Services	1/6/12	Staff, Trade Unions	Delegated Decision Report and relevant structure charts	Nigel Richardson, Director Children's Services nigel.richardson@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)
<p>Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1st March 2012 with the option to extend for a further 2 years if so required.</p>	<p>Director of City Development</p>	<p>1/6/12</p>	<p>Parks and Countryside, Procurement Unit.</p>	<p>Tender Returns</p>	<p>martin.wright@leeds.gov.uk</p>

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)
<p>PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT HUGH GAITSKELL PRIMARY SCHOOL</p> <p>Approval to proceed with works to provide additional accommodation at Hugh Gaitskell Primary school in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>20/6/12</p>	<p>Hugh Gaitskell Primary School</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>alex.macleod@leeds.gov.uk</p>

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)
<p>PROVISION OF NEW MODULAR CLASSROOM ACCOMMODATION AT BLENHEIM PRIMARY SCHOOL</p> <p>Approval to proceed with works to provide additional accommodation at Blenheim Primary School in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>20/6/12</p>	<p>Blenheim Primary School</p>	<p>The report is to be issued to the decision maker with the agenda for the meeting</p>	<p>alex.macleod@leeds.gov.uk</p>

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)
<p>Establishment of the Leeds Apprenticeship Training Agency (ATA) To approve the setting up of the new company limited by guarantee (jointly owned by the Council and Leeds City College) under the terms and conditions set out in the draft Memorandum and Articles of Association.</p>	<p>Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)</p>	<p>20/6/12</p>	<p>Engagement activities will commence in early May with local businesses and other stakeholder groups including learning providers to raise awareness of the ATA approach and to build relationships. A detailed Communications Strategy is being developed to support engagement with businesses and learners.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p> <p>Apprentice Training Agency Feasibility Study by KPMG, 19th December 2011</p>	<p>Sue Wynne sue.wynne@leeds.gov.uk</p>

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)
<p>Permission to consult on school place expansions for 2014</p> <p>Permission to consult on proposals for permanent school places for 2014</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>18/7/12</p>	<p>All ward members to be consulted prior to Exec Board to ensure they support testing through consultation. If approved, a formal statutory 6 week consultation period would follow 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This would include area committees and all ward members city wide.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>stuart.gosney@leeds.co.uk</p>

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)
<p>Outcome of statutory notice regarding change of age range of Brodetsky Primary School</p> <p>Decision on proposal to change of age range of Brodetsky Primary School</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>18/7/12</p>	<p>The proposal is brought forward by the governing body of the school, who have managed the consultation process and have consulted local ward members.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>stuart.gosney@leeds.gov.uk</p>

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)
<p>Outcome of consultation on expansion of school places for 2014 Permission to publish statutory notices for the proposals</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>5/9/12</p>	<p>The report will summarise the formal statutory 6 week consultation period held 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This includes area committees and all ward members city wide.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>stuart.gosney@leeds.gov.uk</p>

NOTES

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £250,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

Executive Board Portfolios

Executive Member

Resources and Corporate Functions	Councillor Keith Wakefield
Development and the Economy	Councillor Richard Lewis
Environmental Services	Councillor Mark Dobson
Neighbourhoods Housing and Regeneration	Councillor Peter Gruen
Children's Services	Councillor Judith Blake
Leisure	Councillor Adam Ogilvie
Adult Health and Social Care	Councillor Lucinda Yeadon
Leader of the Conservative Group	Councillor Andrew Carter
Leader of the Liberal Democrat Group	Councillor Stewart Golton
Leader of the Morley Borough Indep	Councillor Robert Finnigan

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

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
Budget	Council	February 2013	Via Executive Board, Scrutiny Board (Resources and Council Services), relevant stakeholders	Report to be issued to the decision maker with the agenda for the meeting covering the following reports a) Revenue Budget b) Council Tax c) Capital Programme d) Treasury Management	Director of Resources
Vision for Leeds	Council	To be confirmed	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Planning, Policy and Improvement)
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
Council Business Plan	Council	July 2013	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Development Plan documents	Council		Via Executive Board, Scrutiny Board (Regeneration)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Plans and alterations which together comprise the Development plan	Council		Via Executive Board, Scrutiny Board (Regeneration)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Licensing Authority Policy Statement (Gambling Policy)	Council	November 2012	Via Executive Board, Scrutiny Board (Resources and Council Services), Licensing Committee, stakeholders, general public, Ward Members, current licensees	Report to be issued to the decision maker with the agenda for the meeting, including the new policy, consultation report and relevant sections from the Gambling Act 2005.	Director of Resources
Insertion of Large Casino Section	Council	18 th January 2012			
Health and Wellbeing City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Health & Wellbeing and Adult Social Care), Leeds Initiative Board, Health and Wellbeing Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Care

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Safer and Stronger Communities Plan (includes Safer and Stronger Communities City Priority Plan)	Council	July 2013	Via Executive Board, Scrutiny Board (Safer and Stronger Communities), Leeds Initiative Board, Safer and Stronger Communities Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Sustainable Economy and Culture City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Sustainable Economy and Culture), Leeds Initiative Board, sustainable Economy and Culture Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Housing and Regeneration City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Regeneration), Leeds Initiative Board, Housing and Regeneration Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Local Flood Risk Management Strategy	Council		Via Executive Board, Scrutiny Board (Sustainable Economy and Culture)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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.

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Table of Scrutiny Inquires and Statements Relating to Children and Families

Inquiry	Scrutiny Board	Year
Review of Children's Congenital Cardiac Services	Joint Health Overview and Scrutiny Committee	2011/12
External Placements	Children and Families	2011/12
Children's Services Redesign	Children and Families	2011/12
Child Poverty	Children and Families	2011/12
Improving School Attendance	Children and Families	2011/12
Engaging Young People in Culture, Sport and Recreation	Sustainable Economy and Culture	2011/12
Outdoor Education Centres	Children's Services	2010/11
Final School Balances	Children's Services	2010/11
Safeguarding	Children's Services	2009/10
Entering Education	Children's Services	2009/10
Education Standards	Children's Services	2009/10
Attendance	Children's Services	2009/10
Meadowfield Primary School	Children's Services	2009/10
Youth Survey Statement	Children's Services	2009/10
School Organisation Consultation	Children's Services	2009/10
Inclusion	Children's Services	2007/8
Fountain Primary School	Children's Services	2007/8
Services for 8 – 13 year olds	Children's Services	2007/8
Adoption in Leeds	Children's Services	2006/7
Catching the Bus	Young Peoples Scrutiny Forum	2006/7
Youth Services	Children's Services	2006/7
Implications of Trust Schools for the Local Authority	Children's Services`	2006/7
14 – 19 Review	Childrens Services	2006/7
Departmental Communications	Children's Services	2006/7

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Report of Head of Scrutiny and Member Development

Report to Children and Families Scrutiny Board

Date: 20th June 2012

Subject: Work Schedule

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

1 Purpose of this report

- 1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the forthcoming municipal year.

2 Main issues

- 2.1 Further to the discussions already held with the Director and Executive Board Members during today's meeting, Members are now requested to translate the decisions made around the chosen topics for Scrutiny into a work schedule for the forthcoming municipal year.
- 2.2 A draft work schedule is attached. Already included within the draft work schedule are the traditional items of Scrutiny work and the continuation of work from the 2011/12 municipal year. These involve performance monitoring, recommendation tracking and Budget and Policy Framework Plans.

3 Recommendations

- 3.1 Members are asked to prioritise the topics identified for Scrutiny and incorporate these into its work schedule for the forthcoming municipal year.

4. Background papers¹ - None used

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Draft Scrutiny Board (Children and Families) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	June	July	August
Inquiry 1		Agree scope of review	Evidence Gathering
Inquiry 2?		Agree scope of review	Evidence Gathering
NEET Inquiry			Board to Agree Report
Inquiry 3 – Working Group		Agree scope of review	
Annual work programme setting - Board initiated pieces of Scrutiny work (if applicable)	Consider potential areas of review (max 2 full Board inquires, 1 full board single item agenda Feb 2013 and 1 working group inquiry)		
Budget Update		Budget 2012/13	
Care Home Review		Deferred report from April plus update	
Scrutiny Inquiry – Directors Response		<ul style="list-style-type: none"> • Attendance • Child Poverty • Service Redesign • Young People engagement in Culture (SEC Board – for info only) 	
Recommendation Tracking		External Placements Inquiry	
Performance Monitoring	Quarter 4 Performance Report		
Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) + Inquiry (tbc)		Youth Services Social Services Care System	Call In – Young Carers Working Group

Draft Scrutiny Board (Children and Families) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	September	October	November
Inquiry 1	Evidence gathering	Evidence gathering	
Inquiry 2?		Evidence gathering	Evidence gathering
NEET Inquiry			Directors Response
Inquiry 3 – Working Group			
Exec Board Request for Scrutiny	Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs		
Care Home Review			
Recommendation Tracking			Attendance Inquiry Service Redesign Inquiry External Placement Inquiry Pre 2012 outstanding recommendations
Performance Monitoring	Quarter 1 performance report		
Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) + Inquiry	Youth Services	Child Poverty Update and Recommendation Tracking Inquiry Working Group	Inquiry Working Group Social Services Care System

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Draft Scrutiny Board (Children and Families) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	December	January	February
Inquiry 1		Board Agree Report	
Inquiry 2?		Board Agree Report	
Inquiry 3 – Working Group		Board Agree Report	
Inquiry 4?			Potential inquiry
Budget		Budget Update	
Partnership Review - Children's Trust Board	To review the performance of the Children's Trust Board.		
Recommendation Tracking			
Performance Monitoring	Quarter 2 performance report		
Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) + Inquiry	Youth Services	Child Poverty Update and Recommendation Tracking	

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Draft Scrutiny Board (Children and Families) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	March	April	May
Inquiry 4?		Board Agree Report	
Scrutiny Inquiry – Directors Response		Directors response to 2012/13 inquiry report(s)	
Budget and Policy Framework		Children and Young Peoples Plan – to be agreed by Council July 2013	
Recommendation Tracking	Attendance Inquiry Service Redesign Inquiry External Placement Inquiry Pre 2012 outstanding recommendations		
Performance Monitoring	Quarter 3 performance report		
Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) + Inquiry	Youth Services	Child Poverty Update and Recommendation Tracking	

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Need to schedule Ofsted report

Key: SB – Scrutiny Board (Children and Families) Meeting

WG – Working Group Meeting