



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 8th November, 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)

Co-opted Members (Non-Voting)

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

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 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

DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 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 - 11TH OCTOBER 2012

1 - 4

To confirm as a correct record, the minutes of the meeting held on 11th October 2012.

7

SCRUTINY INQUIRY - FOUNDATION YEARS - PROVIDING THE BEST START IN LIFE FOR CHILDREN TO SUCCEED – SESSION 3

5 - 66

To receive and consider the reports of the Director of Children's Services which provides information relating to session 3 of the inquiry.

8		<p>RECOMMENDATION TRACKING – IMPROVING SCHOOL ATTENDANCE</p> <p>To receive and consider a report form the Head of Scrutiny and Member Development which sets out the progress made in responding to the recommendations arising from the previous Scrutiny review in Improving School Attendance published on the 26th of April 2012.</p>	67 - 80
9		<p>RECOMMENDATION TRACKING – EXTERNAL PLACEMENTS</p> <p>To receive and consider a report form the Head of Scrutiny and Member Development which sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of External Placements published on the 28th of February 2012.</p>	81 - 90
10		<p>DRAFT SCRUTINY INQUIRY FINAL REPORT – SAFEGUARDING CHILDREN – PRIVATE CARE HOMES</p> <p>To receive and consider a report form the Head of Scrutiny and Member Development which requests that the Board consider and agree their report following its inquiry into Safeguarding Children – Private Care Homes.</p>	91 - 106
11		<p>WORK SCHEDULE</p> <p>To receive and consider a report form the Head of Scrutiny and Member Development outlining the Scrutiny Board’s work schedule for the remainder of the current municipal year. In addition to consider the notes of the Youth Review Working Group meeting on the 18th of October 2012.</p>	107 - 146
12		<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 13th December 2012 at 9.45am in the Civic Hall, Leeds.</p> <p>(Pre meeting for Board Members at 9.15am)</p>	

Agenda Item 6

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 11TH OCTOBER, 2012

PRESENT: Councillor J Chapman in the Chair

Councillors C Gruen, A Lamb, P Latty,
M Rafique, K Renshaw, A Sobel and B Urry

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 C Raftery – Teacher Representative

Mrs S Hutchinson – Early Years Representative

Ms J Morris-Boam – Young Lives Leeds

61 Chair's Opening Remarks

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

62 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept the following late item, which was not available at the time of agenda despatch:

- Minutes of the meeting held on 27th September 2012 (Minute No. 65 refers)

The document was not available at the time of the agenda despatch, but subsequently made available to the public on the Council's website prior to the meeting.

63 Declaration of Disclosable Pecuniary and Other Interests

There were no disclosable pecuniary and other interests.

64 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors B Gettings and A Hussain and Co-opted Member, Ms N Cox.

65 Minutes - 27th September 2012

One Member requested that an additional bullet point be added to Minute No. 56 'Request for Scrutiny by Executive Board (March 2012) – Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs' to read as follows:

- Clarification sought regarding the additional cost incurred associated with delays at Roundhay. Officers in Children's Services agreed to report back with a response.

RESOLVED – That subject to the amendment above, the minutes of the meeting held on 27th September 2012 be approved as a correct record.

66 Scrutiny Inquiry - Foundation Years - providing the best start in life for Children to succeed - Session 2

The Head of Scrutiny and Member Development submitted a report which presented an overview of the key issues relating to children and their families in the foundation years.

The following information was appended to the report:

- Reducing inequalities in infant mortality in Leeds
- Preparation for Birth and Beyond
- Family Nurse Partnership Report
- Infant Mental Health Service – Draft Service Model.

The Chair welcomed the following Executive Member, officers and representatives of the NHS to the meeting:

- Councillor Blake, Executive Member (Children and Families)
- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director (Safeguarding, Specialist and Targeted Services)
- Andrea Richardson, Head of Early Help Services
- Dr Sharon Yelin, Consultant in Public Health Medicine, NHS Leeds
- Jane Mischenko, Head of Commissioning (Children and Families), NHS Leeds
- Janice Burberry, Senior Commissioning Manager (Public Health and Healthy Child Programme), NHS Airedale, Bradford and Leeds
- Debra Gill, Operational Leeds for Health Visiting, NHS Leeds.

The key areas of discussion were:

- The role of health visitors, midwives and other professionals in supporting families, especially those who were teenage parents and/or had mental health issues.

- Concerns about the impact of changes to the welfare benefit system on child poverty. Members were informed about types of awareness raising by the Child Poverty Group and Children's Centres.
- The role of ALMO's in tackling overcrowding.
- Targeted support to reduce infant mortality. Work being undertaken by Early Start Teams to ensure consistent advice provided.
- Concerns about the impact of changes to the allocation of early intervention funding.
- Clarification provided about the types of partnership arrangements currently in place, particularly support for children at risk of being looked after by the local authority, young parents, young carers and promotion of breastfeeding.
- Support for families and development of a co-ordinated approach.
- The benefits of family group conferencing and other restorative practices.
- Clarification sought about the types of support provided to mothers trying to leave violent relationships. It was agreed to provide the Scrutiny Board with further information about the types of support available.
- Investment in healthy schools programme and the promotion of health and well-being.
- Further information to be provided to the Scrutiny Board about the results and outcomes of the Birth and Beyond programme.
- Complex reasons associated with variances in infant mortality rates across different ethnic groups.
- The role of youth services and schools, particularly in reducing teenage conception.

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

67 Leeds Safeguarding Children Board Annual Report 2011/12

The Head of Scrutiny and Member Development submitted a report which presented the Annual Report of Leeds Safeguarding Children Board (LSCB) 2011/12.

The Chair welcomed the following Executive Member, officers and representative of West Yorkshire Police to the meeting:

- Councillor Blake, Executive Member (Children and Families)
- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director (Safeguarding, Specialist and Targeted Services)
- Bryan Gocke, Leeds Safeguarding Children Board Manager
- Richard Jackson, Divisional Commander (North East Leeds).

The main areas of discussion were:

- Concern about delays to the implementation of the electronic social care record system (ESCR). Members were advised that the Children's Social Work Service was scheduled to start using the system from April 2013 and that LSCB had no concerns about the timescales for this project.
- Concern about staff being injured in secure children's homes and the need to ensure suitable and consistent training practices were in place.
- The improvement in proactive safeguarding measures to prevent exploitation of children.

RESOLVED – That the information contained within the LSCB Annual Report be noted.

(Councillor Renshaw withdrew from the meeting at 12 noon during the consideration of this item.)

68 Work Schedule

The Head of Scrutiny and Member Development submitted a report which detailed the Scrutiny Board's work schedule for the current municipal year.

Appended to the report for Members' information was the current version of the Board's work programme and an extract from the Forward Plan of Key Decisions for the period 1st October 2012 to 31 January 2013.

RESOLVED – That the work schedule be approved.

69 Date and Time of Next Meeting

Thursday, 8th November 2012 at 9.45am with a Pre Meeting for Board Members at 9.15am

(The meeting concluded at 12.24pm.)

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 8th November 2012

**Subject: Foundation Years - providing the best start in life for Children to succeed –
Session 3**

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

1.0 Purpose of this report

- 1.1 At its meeting on the 20th of June 2012, the Scrutiny Board resolved to undertake an Inquiry looking at foundation years (age 0- 5) and how services in Leeds are provided to promote the best start in life for children, to equip them with the skills to succeed and promote their social mobility.

- 1.2 The purpose of the inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:
 - The universal and targeted health, wellbeing and developmental support in place for Children and their families during foundation years (0-5) in Leeds.
 - Levels of support and engagement with families particularly those that are disadvantaged or hard to reach
 - Provision and delivery services, particularly those delivered in partnership with others such as the NHS and private and voluntary sector, the promotion of services and how accessible these services are.
 - To determine how well Leeds is working to identify challenges and take appropriate measures to improve outcomes for children and their families.
 - To identify how take up of free early education provision can be improved in the more deprived areas of Leeds.

- 1.3 Terms of reference were agreed by the Scrutiny Board on the 23rd of August 2012 and the first session of the inquiry was conducted on the 27th of September 2012.

2.0 Submission of evidence – November Meeting

2.1 In accordance with the terms of reference the Scrutiny Board requested information on the following areas:

Child Development

- Leeds Education Challenge – Foundation Stage: Children’s Services and Cluster approach to the three prime development areas,
 - personal, social and emotional development,
 - communication and language and
 - physical development.
- Progress since the Education Standards – Entering the Education System inquiry 2009.
- Early Years Foundation Stage (Sept 2012) Legislation changes
- Free early education – take up of places for 3 and 4 year olds, increasing take up and engaging parents.
- Extension of free early education to 2 year olds (Sept 2013) – Preparation, promotion and strengthening the quality of providers

In addition the board raised a question about the support provided to parents with young children and pregnant women who are subject to domestic violence. Attached as appendix A is the Domestic Violence Action Plan for Leeds 2012/13, elements of which are directly relevant to this inquiry. A representative from the Environment and Neighbourhoods Department has been invited to the board to provide a brief explanation of the support provided.

2.2 The Board should note the Scrutiny inquiry published in June 2009, Education Standards – Entering the Education System which has already examined the following areas:

- How information on attainment is collected by childcare providers, and in particular what impact the introduction of the Early Years Foundation Stage (EYFS) will have on this
- How this information is shared with primary schools
- How attainment is measured within primary schools, both on entry to foundation stage and at KS1
- More broadly, how the transition between pre-school provision and primary provision is managed
- How children at risk of underachievement are identified at an early stage, and how information relating to them is shared between the different services involved
- How information about the needs of all children aged 0-7 and their families is collected and used by other services.

3 Corporate Considerations

3.1 Consultation and Engagement

Where the board deems it appropriate to undertake in consultation in order to conduct this inquiry or gather necessary evidence consultation will be undertaken.

3.2 Equality and Diversity / Cohesion and Integration.

- 3.2.1 The Equality Improvement Priorities 2011 to 2015 have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities 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.
- 3.2.2 Equality and diversity will be a consideration throughout the Scrutiny Inquiry and due regard will be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.
- 3.2.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to inform recommendations.
- 3.2.4 Where an impact has been identified this will be reflected in the final inquiry report, post inquiry. Where a Scrutiny Board recommendation is agreed the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, conducting impact assessments where it is deemed appropriate.

3.3 Council Policies and City Priorities

This inquiry will assist in achieving outcomes and priorities as defined in the Children and Young Peoples Plan 2011-2-15 and the Child Friendly City Priority Plan.

3.4 Resources and Value for Money

There is no resource or value for money implications relating to this report. At the conclusion of the inquiry any identified impact will be reported in the final inquiry report.

3.5 Legal Implications, Access to Information and Call In

None

3.6 Risk Management

None

4.7 Recommendations

The Scrutiny Board (Children and Families) is recommended to:

- 4.7.1 Note the information contained within this report, and consider the information appended to this report and presented to the Board on the 8th of November 2012.
- 4.7.2 Make recommendations as deemed appropriate.
- 4.7.3 Note that this is the final session of the inquiry however the terms of reference may incorporate additional information to extend the inquiry should the Children and Families Scrutiny Board identify any further scope for inquiry or request further witness or evidence.

4.8 Background documents¹

None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Domestic Violence Action Plan for Leeds 2012/13

Safer Leeds
tackling drugs and crime

Introduction

The human and financial costs of violence against women and children are immeasurable, causing harm and disruption to families, communities and society on a massive scale. The negative impact on individual lives, public services and economic output are widely recognised and illustrated through numerous pieces of research and consultation. Responding to violence against women and children is a huge task and needs to be tackled on many levels through partnership work, effective commissioning and unrelenting commitment to delivering excellent standards of service to victims and effective responses to perpetrators.

This action plan offers a context and framework for tackling violence against women and children in Leeds. It is informed by intelligence led data, feedback from victims locally and nationally and perspectives from partner agencies.

Aims of this Plan

- To reduce the prevalence of violence against women and children.
- To reduce the impact of violence against women and children.

Definition

Tackling domestic violence must start with a clear definition that is understood and promoted across all partner agencies. It is important that this definition is gender specific; recognising that gender based violence is overwhelmingly male violence against women and disproportionately affects women and their children. The government has chosen to adopt the definition found in the United Nation's Declaration on the Elimination of Violence against Women (1993):

“Any act of gender-based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or in private life”.

In Leeds, we have adapted this definition to include children. This is in recognition that children are often the hidden victims in all forms of violence against women. The needs of children and young

people can be overlooked if they are not explicitly highlighted and we aim to address this in Leeds. The Leeds definition reads:

“Any act of gender-based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women and children including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or in private life”.

Why a Gendered Strategy?

The Gender Equality Duty 2007 requires public authorities to ensure due regard to relevance and proportionality when promoting equality of opportunity between men and women. In relation to violence, this means we need to take into account the volume of violence in our area, who the victims are, the impact of the violence and effective responses. Violence against women is widely recognised as representing both a cause and consequence of gender inequality. Simply delivering gender neutral services to victims and perpetrators of violence is not a targeted or cost effective way of addressing particular types of violence such as domestic violence, sexual violence and honour based violence. There is significant evidence that women-only services are the most appropriate delivery method in many circumstances and produce better outcomes for girls and women. Equally, we know that the most effective way of protecting children from violence is by supporting their primary carer, usually the mother. The gendered nature of domestic violence underpins the approach in this action plan and will therefore focus on violence against women and children.

We recognise that men can be victims and that violence occurs in a range of circumstances, for example, in same sex relationships. This plan promotes the inclusion and accessibility for all victims and encourages good practice to extend to all marginalised groups.

National Government Strategy

In November 2010, the government produced a paper, 'Call to End Violence against Women and Girls'.¹ This document describes violence against women and girls as a gender based crime and

states that 'the vast majority of these violent acts are perpetrated by men on women'. It suggests that work to address this should focus on four areas; **prevention, provision, partnership and reduction of risk** and encourages local areas to develop approaches that address the needs of local women and girls affected by gender based violence.

Every year, thousands of women and children in the UK experience some form of violence including domestic violence; sexual violence and rape; forced marriage and honour based violence; sexual exploitation; trafficking; stalking and murder.

Domestic Violence

- At least 1 in 4 women in the UK will experience domestic abuse in their lifetime (British Crime Survey (BCS) 2010/11)
- Domestic violence accounts for 18% of all violent incidents (crime in England and Wales 2010/11)
- In the 2010-11 BCS, 73 per cent of incidents of domestic violence were experienced by repeat victims, and of the victims interviewed, just under half were victimised more than once, and nearly a quarter were victimised three or more times
- Every year around 400,000 women are sexually assaulted and 80,000 women raped (BCS 2010/11)
- Domestically, the cost of providing public services (including health, legal and social services) to victims and the lost economic output of women affected runs to billions of pounds. An indicative figure for the minimum and overlapping cost of violence against women and girls is £36.7 billion annually
- In January to December 2010 the forced marriage unit received 1735 reports relating to possible forced marriage, and provided direct support in 469 assistance and immigration cases
- Approximately 66,000 women with female genital mutilation are living in England and Wales (Forward)

Domestic violence makes up the majority of violence against women and children and nationally and includes physical, psychological, sexual violence; emotional abuse; financial exploitation and stalking. It is best understood as a pattern of

behaviour characterised by the misuse of power and control and often escalates over time.

It is common for victims to experience multiple incidents of sexual violence, sometimes over long periods before seeking help. It is important to note that victims of sexual violence perpetrated by a current or former partner are likely to be victims of the most severe forms of domestic violence.

- Approximately 51% of serious sexual assaults and rapes are committed by current or former partners of the victim (British Crime Survey 2005)
- 55% of rapes take place in the victim's home (ibid)

Impact of Domestic Violence on Women and Children

The impact of physical, sexual and psychological violence can result in a range of negative and harmful effects on their health, well-being and outcomes in life.

Physical and sexual abuse can cause short term, long term and permanent injuries or conditions. Psychological abuse can lead to a variety of problems such as low self esteem; disturbed patterns of eating and sleeping; lack of confidence; depression; extreme anxiety; alcohol and substance misuse; self harm and suicide.

The social and economic consequences of violence can include homelessness; loss or separation from family friends; isolation; loss of employment, debt and destitution.

The correlation between domestic violence and safeguarding children is widely recognised and accepted. Domestic violence is an indicator of child abuse and has featured significantly in child protection proceedings and serious case reviews. Children are affected by domestic violence in a number of ways:

- Domestic often begins or escalates during pregnancy resulting in injury or death to the foetus.
- Children witness violence, are forced to take part in the violence or be directly abused themselves.
- Contact with children is used by perpetrators after parental separation to coerce women into reconciliation, to cause further distress or to pressure women into withdrawing from any

involvement in civil or criminal proceedings. This can cause severe stress for children and result in poor health; slow development; loss of concentration; withdrawn or disruptive behaviour; self blame; low confidence and social isolation.

- The effects of living with domestic violence can lead to children being more vulnerable to grooming and teenage pregnancy and increasing their likelihood of becoming involved in crime; anti social behaviour; alcohol and substance misuse.
- The majority of childhood sexual abuse is committed by a man known to the child. Where domestic violence is present in a family, there is an increased likelihood of child sexual abuse.

Domestic Violence and Male Victims

Although the volume of male victims of domestic violence is low compared to female victims, it is important to recognise that men do experience domestic violence. Like women, men can find it difficult to disclose the violence to family, friends or services for a range of reasons. In addition, they may face disbelief or ridicule due to stereotypical attitudes to masculinity.

The impact of domestic violence on men may be different to women in that they are less likely to experience the same levels of fear, risk, continued harassment after separation and child contact issues, nevertheless, it is vital that men receive help, support and protection when they disclose domestic violence.

Consultation with men and findings from good practice indicates that men presenting to services as victims benefit from assessment tools which cater to their particular needs and do not simply mirror services to women.

Same Sex Relationships and Domestic Violence

There is limited research on the prevalence of domestic violence in same sex relationships but consultation with lesbians and gay men indicates that they face a range of issues and barriers when seeking help. These can include disbelief and homophobic attitudes leading to exclusion from services and a lack of protection. This plan promotes inclusion and accessibility for all victims of domestic violence and encourages good practice to all those affected by the issue.

Substance Misuse and Domestic Violence

Alcohol is a factor in approximately 50% of domestic violence incidents reported to the police in Leeds and in a significant percentage of MARAC cases, but links between alcohol and domestic violence are complex and can feature in the experiences of both perpetrators and victims.

Men who perpetrate violence against women are more likely to inflict serious assaults when they have been drinking. The nature and extent of alcohol as a factor in domestic violence varies among individuals. When drinking, some men are less inhibited about displaying aggression whilst some are less concerned about the consequences of their violence. Some may drink in order to provide an excuse for violence.

It is important not to view alcohol and drugs as a cause of domestic violence. Whilst the chances of physical and sexual violence are increased when, for example, the perpetrator has been drinking, other forms of violence such as controlling behaviour or emotional abuse are often present at other times in the relationship. It is important that any interventions with perpetrators who misuse alcohol take account of both the alcohol misuse and the abusive behaviour.

Substance misuse does not feature in the profile of domestic violence perpetrators to anywhere near the extent that alcohol does however many women misuse alcohol and drugs as a consequence of and response to abuse and therefore a significant number of women approaching services may present with multiple support needs. Women with problematic alcohol and/ or drugs misuse problems experiencing domestic violence are likely to feel isolated and doubly stigmatised. They may find it harder than other women to report or even to name their experience as abuse. They are in an especially vulnerable position and may be unable to access suitable sources of support.

Vulnerable Groups

There is no research to suggest that the prevalence of domestic violence is higher in any one or more socio-economic, ethnic or racial groups. However, patterns of reporting indicate that some groups are more or less likely to report domestic violence to the police. More work is needed to identify specific

groups who under-report and to recognise the barriers facing them when seeking help. Some groups experience particular vulnerabilities, for example:

- Domestic violence against older women is often deemed and treated as 'elder abuse'.
- Domestic violence often begins or escalates during pregnancy.
- Disabled women are more likely than other women to be sexually assaulted.
- Honour based violence, forced marriage, female genital mutilation and human trafficking disproportionately affect black and ethnic minority women and women from abroad.
- A three city comparison of client violence 2002 showed that 28% of women involved in street based prostitution reported attempted rape (Barnard 2002).

Perpetrators

There is a dearth of research on effective interventions with domestic violence perpetrators. Evaluations of domestic violence programmes for men are generally limited to short term outcomes. Practitioners working with male perpetrators should place the safety of women and children at the heart of all interventions. All agencies working with male perpetrators should refer to the Respect Accreditation Standard. This is a comprehensive framework to assist agencies to develop minimum standards and good practice based on available evidence based research. More information can be found at: www.respect.uk.net

The Cost of Domestic Violence

Taking population from the Office of National Statistics mid-year bulletin from 2010, Leeds had a population of 798,800. Of women and girls aged 16-59, 24,363 are estimated to have experienced domestic abuse, 15,976 sexual assault and 28,750 have experienced stalking just in the past year. According to the Home Office Domestic Violence Ready Reckoner, the costs to services in Leeds are estimated at **£76,296,584**. This is broken down as follows:

Physical and Mental Health care costs	£15,440,832
Criminal Justice costs	£11,355,515
Social Services costs	£1,950,144
Other costs (inc hsg, civil legal, emp)	£47,550,093

Total **£76,296,584.**

In addition, the human and emotional costs for Leeds are estimated at **£243,599,490**

Sylvia Walby conducted research into the cost of domestic violence in 2004 and again in 2009. When the research was revisited in 2009, the cost of domestic abuse overall had remained static, but this was due to an increase in the use of services and a decrease in actual incidents of domestic violence.

How We Will Respond

This document outlines the city's approach to tackling domestic violence. It has a particular focus on domestic violence but also includes actions on sexual violence against women and children and work with male victims.

It supports the Safer Leeds Partnership Plan 2011-2015 strategic priority of improving safeguarding and reducing vulnerability. It is key to the work of the city's Children's Trust Board and Leeds Safeguarding Children Board (keeping children and young people safe from harm), the work of the Adults Safeguarding Partnership (protecting vulnerable adults) and the city's Health and Well Being Board.

This plan has been developed following discussions and workshops involving the Leeds Domestic Violence Strategic Group. It also takes account of the government's strategic paper 'Call to End Violence Against Women and Girls' and its accompanying national action plan produced in March 2011. It links with the government's subsequent paper: Call to End Violence against Women and Girls Taking Action – the next chapter (March 2012). It is informed by current research, statistics and by local needs identified through:

- Safer Leeds Domestic Violence Profile
- Consultation with 130 women using domestic violence services in Leeds
- Analysis of cases of male victims referred to MARACs over a three year period in Leeds
- Stakeholder feedback and consultation

Aims

There are two key aims of the plan:

- § Reducing the prevalence and impact of domestic violence
- § Reducing the prevalence and impact of violence against women and children

Key Performance Indicators

- § Number of reported incidents of domestic violence
- § Repeat victimisation rate
- § Number of cases referred to MARACs
- § Repeat victimisation rate for MARACs
- § Number of children and young people involved in MARACs
- § Number of organisations attaining the Leeds Domestic Violence Quality Mark
- § Number of practitioners trained on domestic violence

The plan has four key priority work strands for 2012/13:

1. **preventing violence** through early intervention and challenging attitudes
2. **improving the provision of services** through commissioning activity, city wide and locality based partnership working and workforce development
3. **working in partnership** to achieve the best possible outcomes for children
4. **reducing the risk** to women and children through working with perpetrators

Governance Arrangements – “How we will deliver and performance manage this plan?”

The focus will be on supporting partners to work together with local communities to meet the two key aims of the plan. Governance arrangements will complement wider governance arrangements for community safety priorities and safeguarding work at local, area and citywide levels.

Lead officer for plan:

Michelle De Souza, Domestic Violence Team Manager, Community Safety.

Local partnership for developing the plan, progressing actions and monitoring progress:

Leeds Domestic Violence Strategic Group (LDVSG) which will report quarterly to the Safer Leeds

Executive and ensure linkages are made with related priorities and workstreams in other city and area based partnerships.

Challenge and support, link to area and city priorities and strategy:

Munaf Patel, Leeds Community Safety.

Safer Leeds Executive:







Meets bi-monthly Chair: Neil Evans
 Represented from Domestic Violence Strategic Group: LDVSG Chair.

Priority 1 - Prevent violence through early intervention and challenging attitudes.

	Action	Timescale	Lead	Progress	●
1.1	Support local and national initiatives/campaigns, including the 16 Days of Action and White Ribbon Campaign, to raise public awareness of VAWC and challenge public attitudes to domestic violence and sexual violence.	Dec 12	Safer Leeds (Michelle De Souza) West Yorkshire Police (Julie Sykes) Leeds PCT (Pia Bruhn)	16 Days of Action theme agreed as links between alcohol and DV. DV Team linking with men's health orgs in priority cluster areas, organising city centre walk to promote campaign and launching Alcohol and DV workshop. Links being made with Leeds ACT to deliver public awareness work on human trafficking.	●
1.2	Deliver a domestic violence and alcohol campaign.	Nov 12	Leeds PCT (Bushara Boston) Safer Leeds (Michelle De Souza)	Planning in progress.	●

Priority 2 – Provide services for victims through commissioning activity, partnership working, workforce development

2.1	Quality assure services using the Leeds DV Quality Mark to promote consistent good practice including addressing the needs of children, perpetrators, male victims and marginalised/hard to reach groups such as BME victims, victims with no recourse to public funds, victims of HBV and FM, older victims and disabled victims.	Various	Safer Leeds (Michelle De Souza)	<p>LCC Children’s Social Work Service L2 - achieved Stoneham Refuge L3</p> <p>LDVS L3</p> <p>Police Safeguarding Unit</p> <p>2 C&YP Organisations L1</p> <p>LCC Adult Social Care</p> <p>3 x Drugs/Alcohol services L1</p> <p>5 x Health commissioned orgs Level 1</p> <p>WY Probation Level 2</p> <p>2 x BME organisations</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>
2.2	Promote and deliver Leeds Domestic Violence Services and Stonham refuge to maximise access to refuge provision, outreach, resettlement and IDVA support.	On-going	Leeds Domestic Violence Services (Kate Bratt-Farrar) Stonham Home Group (Sarah Clark)	Posters with tear off slips and help cards produced by DV Team. Stoneham, LDVS and DVT to disseminate widely.	●

2.3	Work with commissioners in LCC and Leeds PCT to ensure VAWC is integrated into all appropriate contracts and SLAs.	On-going	Safer Leeds (Michelle De Souza)	<p>Report on health work submitted to May LDVSG. Further report to go to Health & Well Being Board re commissioning of DV post within DVT.</p> <p>Contracts for Midwifery and Health Visiting include key DV points for 2012/13.</p> <p>PCT for vol sector include DV Quality Mark requirement</p>	  
2.4	Hold 3 x monthly divisional MARACs to reduce high risk, particularly within families with multiple and complex needs.	3 x MARAC meetings held monthly	Safer Leeds (CI Julie Sykes) Leeds Domestic Violence Services (Nik Peasgood)	Approximately 60 cases heard within Q1	
2.5	Implement good practice and strengthen processes identified in MARAC Review.	May 12	Safer Leeds (CI Julie Sykes)	CAADA Quality Assurance Process delivered. Significant changes implemented in response to CAADA initial report. Final report due from CAADA end July.	
2.6	Undertake DV homicide reviews in accordance with statutory requirements and ensure that key actions are addressed.	April 13	Safer Leeds (Keith Gilert, Michelle De Souza)	<p>One DV homicide in April 12. Decision to not hold a DHR due to limited agency involvement. Criminal proceedings taking place. DV Team liaising with police re engaging with victim's family re identifying any lessons learned.</p> <p>Home Office directive to undertake a review in DHR6 case.</p>	

2.7	Continue to support routine enquiry, staff training, promote early identification and intervention, facilitate information sharing and engagement with MARACs in health settings.	April 13	Leeds PCT (Pia Bruhn) Safer Leeds (Michelle De Souza)	<p>Routing enquiry fully implemented and dip sample evaluation to be carried out. MARAC briefings being delivered in health settings and training delivered re Vulnerable Adults & DV.</p> <p>Supervision delivered to Family Nurse Partnership.</p> <p>A&E data being shared on DV cases. ISA to be signed.</p>	<ul style="list-style-type: none"> ● ● ●
2.8	Commission outreach services in A&E departments, antenatal clinics and in the NHS Walk-In Centre.	On-going	Leeds PCT (Pia Bruhn)	Services commissioned.	<ul style="list-style-type: none"> ●
2.9	Develop good practice in alcohol services to improve responses to domestic violence and facilitate inter-agency working between DV, Health and Alcohol Services.	Dec 12	Safer Leeds (Michelle De Souza)	Alcohol and DV workshop being developed to launch in Nov 12. Alcohol services and front line DV services to be targeted to promoter inter-agency working.	<ul style="list-style-type: none"> ●

2.10	Devise and deliver a comprehensive city wide DV Training Plan including the development of new materials; multi-agency training, health training, MARAC briefings, cluster training and improved evaluation and monitoring systems.	Training Plan developed and delivered from April 2012	Safer Leeds (Michelle De Souza)	<p>Training Plan being delivered on schedule.</p> <p>New materials in process of development.</p> <p>MARAC briefings delivered</p> <p>Electronic monitoring and evaluation system established</p>	<ul style="list-style-type: none"> ● ● ● ●
2.11	Review and re-launch LCC's Domestic Violence Policy	Jun 12	Corporate HR, LCC Safer Leeds (Michelle De Souza)	Initial contact made with HR	●
2.12	Develop FABDAs to address the needs of families experiencing standard and medium risk domestic violence.	Sept 12	LCC Children's Services (Martyn Stenton, Gail Faulkner) Safer Leeds (Michelle De Souza)	Various models being developed in cluster areas. Delays due to recruitment of TSLs.	●

2.13	Support the development of sexual violence services to ensure the needs of victims are addressed at a local level and that structures are in place to feed into regional planning and provision.	Jan 13	Leeds PCT (Bushara Boston) Safer Leeds (Michelle De Souza)	SARSVL established help line and secured premises. Service standards being developed by Leeds SV Group Sexual violence workshop in development	● ● ●
2.14	Undertake consultation to ensure that good practice work is informed by the experience of victims and service users.	Dec 12	Safer Leeds (Michelle De Souza)	Consultation to take place over 16 Days of Action	●
2.15	Provide a Last Resort Fund to support women with no recourse to public funds.	On-going	Safer Leeds (Michelle De Souza) LIAP Women & Violence Trust (Pauline Ellis)	Fund in place and accessed appropriately	●

Priority 3 – Work in partnership to achieve the best possible outcomes for children.

3.1	Develop good practice in schools and children and young people settings on a cluster basis to address domestic violence.	Mar 13	Safer Leeds (Michelle De Souza)	<p>Bramley – Presentations delivered to most schools. Full day training to be delivered to key staff.</p> <p>Seacroft/Manston – Multi agency presentations delivered. In process of engaging school in order to deliver presentations.</p> <p>JESS – Most schools had presentations. DV sub group focusing on Alcohol and DV. Running joint session with Platform on Alcohol and DV.</p>	● ● ●
3.2	Ensure LCC Social Work Service attains the Leeds DV Quality Mark Level Two.	Mar 2013	Children Leeds (Gail Faulkner) Michelle De Souza (Safer Leeds)	Fully achieved. Training on-going in order to capture new staff.	●
3.3	Continue to develop good practice in response to DV across Children’s Centres and to quality assure Children’s Centre Services using the Domestic Violence Quality Mark.	Dec 12	Early Help Service (Amanda Ashe) Michelle De Souza (Safer Leeds)	All CCs attained Level 1 and 20% attained Level 2 in 2011/12. 12 month follow up evaluation highlighted the quality assurance process had made a major positive impact on service responses to families living with domestic violence. Evaluation identified future areas for further work.	●

3.4	1 Work with partners to map need for specific support to children affected by DV and work with commissioners to increase provision	Sept 12	Safer Leeds (Michelle De Souza)	Currently liaising with partners to collate information.	●
3.5	Develop work to address child to parent violence based on good practice in Wakefield.	Mar 13	Children's Services (Jenny Bright)		●

Priority 4 – Reduce the risk to women and children through the delivery of interventions to perpetrators.

4.1	Expand current DASSL scheme to include an increased volume of referrals from CSWS, MARAC, priority cluster areas and police custody suites.	Oct 12	Safer Leeds (Michelle De Souza)	Business case to be submitted to Safer Leeds Exec and Troubled Families Board in Sept. Links with Leeds Prison established. Secondee from prison to join DV Team to work on DASSL	●
4.2	Deliver mandated programmes to perpetrators with Community Orders.	On-going	Lisa Parker (West Yorks Probation Service)		
4.3	Deliver group work with perpetrators who self refer.	On-going	STOP (Kathy Grogan)		
4.4	Deliver the CPS Business Plan actions on Violence Against Women.	On-going	CPS (Sally Sharp)		
4.5	Monitor the work of the Leeds Specialist Domestic Violence Court (SDVC) to ensure maximum effectiveness.	Dec 12	Safer Leeds (Michelle De Souza)	DV Courts running but a number of operational issues raised at Steering Group meetings. High level Chair still needed.	●

4.6	Refine referral processes between the police safeguarding unit and the CSWS Integrated Unit.	Sept 12	WYP (Julie Sykes) CSWC (Carol Carson)	<p>Work is ongoing following LCC Children's Social Work Service restructure. IT is being installed within Millgarth police station and 2 members of staff will work alongside the police DV Coordinators to assess referral needs in DV incidents attended by police. The aim is for referrals to be sent to the right person first time rather than via a circuitous route to Social Workers.</p> <p>A Task and Finish Group has been established within Leeds Children's Social Work Service to progress the police and Health co-location within the Duty and Advice Team.</p>	●
4.7	Develop work to promote good practice and a consistent city wide approach to work with perpetrators	Dec 12	Safer Leeds (Michelle De Souza)	Practitioner Forum being developed to promote minimum standards.	●

Glossary

DV	Domestic Violence
MARAC	Multi Agency Risk Assessment Conference
FABDA	Families Affected by Domestic Violence
C&YP	Children and Young People
DASSL	Domestic Abuse Service Safer Leeds
CSWS	Children's Social Work Service
CPS	Crown Prosecution Service
CC	Children's Centre
LDVS	Leeds Domestic Violence Service
DVT	Domestic Violence Team

Report of Director of Children’s Services

Report to Scrutiny Board (Children and Families)

Date: 8th November 2012

**Subject: Foundation Years - providing the best start in life for children to succeed –
Session 3**

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

1. Summary of main issues

This report is to inform the third meeting of the Scrutiny Board of the inquiry into the foundation years (age 0- 5). The June meeting identified terms of reference around the inquiry. The September meeting considered the overview of services, existing provision, outcomes and any gaps in services. The meeting in October was around how services support and engage with families including Health and Social Care. The November meeting will consider evidence around personal, social and emotional development; communication and language; physical development; and the legislative changes around Early Years Foundation Stage and free take up of places for 2, 3 and 4 year olds.

2. Recommendations

Scrutiny Board are asked to consider and note the contents of the report as part of their wider inquiry.

1. Purpose of this report

- 1.1** This report provides an overview to Children's Scrutiny Board of the key issues relating to supporting and engaging with families through the Leeds Education Challenge – Foundation Stage, Children's Services and Clusters.

2. Background information

- 2.1** Please see the attached reports:

Appendix 1

Leeds Education Challenge – Foundation Stage: Children's Services and Cluster approach to the three prime development areas:

- personal, social and emotional development
 - communication and language
 - physical development
-
- Progress since the Education Standards – Entering the Education System inquiry 2009
 - Early Years Foundation Stage (Sept 2012) Legislation changes

Appendix 2

Free early education – take up of places for 3 and 4 year olds, increasing take up and engaging parents

Appendix 3

Leeds Education Challenge Board report for the 0-11 Partnership Board

Appendix 4

Early Years Foundation Stage Profile 2012: Summary of statistical first release

Appendix 5

Childminder analysis 2012

Appendix 6a and 6b

'Achieving two year olds' development plan

3. Main issues

The main issues to be considered are:

In 2012 Leeds is ranked equal 68th of 152 local authorities for the percentage achieving a good level of development, an improvement from equal 77th in 2011. However, for the gap indicator, despite improvements achieved in 2012, Leeds is ranked 142nd, the same rank as in 2011.

The requirement is to deliver enough two year old places to enable up to 5,000 children to take up their free entitlement by March 2015.

4. Corporate Considerations

To improve Leeds City Council's ranking in Early Years Foundation Stage results across the country.

To improve the "gap" between the most and least able children.

To ensure that all 2 year olds, especially those most vulnerable, are able to benefit from 15 hours of free early education entitlement.

4.1 Consultation and Engagement

A range of consultation and engagement is ongoing across all sectors of early education and childcare providers in the City. They are understanding of their role both in improving EYFS results and in narrowing the gap. There will be a further requirement for consultation with providers and stakeholders dependent on the findings of the report. There are established methods in place to undertake this work and to use their views to further inform the work.

4.2 Equality and Diversity / Cohesion and Integration

There are key areas of equality and diversity that will need full consideration in relation to issues raised. In particular where we have a gap in achievement some of our BME including GRT children have poor attainment rates and planning for narrowing the gap must take this into account.

4.3 Council policies and City Priorities

There are no immediate implication for council policy and governance.

4.4 Resources and value for money

The enquiry will inform what resources will be needed to deliver the desired outcomes. All services will be delivered with a view to the best possible value for money.

4.5 Legal Implications, Access to Information and Call In

None

4.6 Risk Management

The issues outlined in this inquiry highlight some of the potential risks in terms of wider city priorities, children attainment and development. The risks of not taking actions will be to disadvantage young children and their families, to increase the gap between the most and least able and to risk Leeds being further down the national league tables for EYFS.

5. Conclusions

- 5.1** This Scrutiny Board (Children and Families) inquiry into the foundation years will help to identify further investigation and next steps into narrowing the achievement gap, supporting the most vulnerable families more appropriately and achieve the vision for Leeds to become a Child Friendly City for all of its children. There is good progress in many areas to be built on and learned from. By identifying the needs of children at the earliest stage, even before birth, then the right services can be provided at the right time to break the cycle of disadvantage experienced by some families.

The inquiry will help to identify where services are working well together and promote this, and also identify gaps or areas where services are not fully co-ordinated.

6. Recommendations

- 6.1** Scrutiny Board are asked to consider and note the contents of the report.

7. Background documents¹

- 7.1** Marmot, M., 2010, Fair Society Healthy Lives, executive summary
Allen, G., 2011, Early Intervention The Next Steps, executive summary

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Leeds Education Challenge – Foundation Stage: Children’s Services and Cluster approach to the three prime development areas,

- **personal, social and emotional development,**
- **communication and language and**
- **physical development.**

As clusters grow and develop in different ways embedding a cluster approach to early years (0-5) and the three prime areas is also growing. There are a number of excellent examples of the effective 0-5 involvement in clusters within Leeds. For example, within the Horsforth cluster, a range of early years providers meet on a regular basis to develop partnerships and action key issues identified through cluster priorities. A representative from the 0-5 improvement team sits and contributes to the cluster meetings. Providers within the cluster have embedded children’s ‘learning through movement’ through a cluster training programme. This has resulted in enhanced PSED and PD learning opportunities across both schools and early years settings. Leeds’ EYFS Profile 2012 data indicates that these two aspects have the highest percentage of children working securely within the early learning goals at 89%.

In the Morley cluster a local private provider manager chairs the early years network, reporting on progress to the cluster against the cluster’s early years action plan. This has raised the profile of private providers in the area and due to effective partnerships between schools and non maintained providers, children have effective transitions into schools.

The continued delivery of the ‘Every Child a Talker’ programme, in partnership with Children’s Services and Leeds Speech and Language Therapy service through a cluster approach, is demonstrating improved outcomes for children in their early language skills. Leeds’ EYFS Profile 2012 data indicates 84% children are working securely at the end of the EYFS. These and other approaches are useful case studies which could be shared with other clusters across the city to facilitate shared learning. Local Authority Partners and cluster chairs have a key role to play in this.

Progress since the Education Standards – Entering the Education System inquiry 2009.

Despite a year on year increase in the number of 5 year olds entering education, the percentage of children reaching a good level of development has increased by 13% over the last three years to 63% compared to 50.5% in 2009. The 5% increase in 2012 is the same rate of increase as seen nationally but above the increase for Leeds’ statistical neighbours. This means around 5560 five year olds reached a good level of development at the end of the Early Years Foundation with some minority ethnic groups having improved by over 20 per cent in the past year. This means that children have the skills, knowledge and attitudes to make a good start to their learning when they enter primary school.

In January 2012 8900 children were in reception classes across Leeds which was the largest cohort ever and 23 per cent of those are entitled to free school meals, compared to 18 per cent of the current year 11 (15 to 16 year old) of which the cohort is over 800 less at 8072. An effective EYFS profile moderation programme

(externally validated by the Standards and Testing Agency), better transition arrangements into school with a focus on children's learning and higher quality early years provision (amongst others) have all contributed to this improvement. This will be the last set of data results which will be published against the present profile's 9 points and the existing good level of development indicator. These have been replaced by a new assessment measure as required by the revised Early Years Foundation Stage published earlier this September.

Early Years Foundation Stage (Sept 2012) Legislation changes

The revised EYFS has brought a number of significant changes (and a revised Ofsted inspection framework) for those settings (including schools) required to deliver the EYFS. In preparation for the changes the 0-5 improvement team from spring 2012 onwards delivered 34 universal 2.5 hour briefings (*Getting to know the revised EYFS framework*) for early years providers. Spread across the city, the week and day to meet the needs of the diverse sector these ensured providers had an opportunity to hear key messages outlining the key legislative changes and implications for practice. Over 1,100 providers attended. Since September this support remains with a revised universal EYFS training programme, refreshed quality improvement programme and regular communications through commissioned sector representatives, a 6 weekly EYFS ebulletin and improving web resources such as an EYFS hub on the Leeds Family Information Service and early years collaboration site for schools.

A key message is that the document retains its universal and statutory nature but has been 'simplified' and reduced in size and that it is a revised document, building upon the existing EYFS framework and its research based early years practice. The most significant changes are in assessment requirements and practices with some guidance e.g. EYFS Profile moderation still awaiting publication from the Department for Education. Other notable changes include:

Notable Changes to the learning and development requirements

1. *Areas of Learning and Development* now consist of three prime areas and four specific areas instead of the current six. These shape the 'educational programmes' in all early years settings.
2. *Early learning goals*: instead of the 69 there will be 17 from September. The content of these has also changed in some cases – these summarise the knowledge, skills and understanding that all young children should have gained by the end of the Reception year.
3. *Assessment at 2* is a new progress check, which is a requirement for all providers providing for 2 year olds. To be completed when the child is aged between two and three, a short written summary must be provided to parents/carers, highlighting achievements and areas in which extra support might be needed, and describing how the provider will address any issues.
4. *Assessment at 5 remains but* will require a different process to be undertaken by providers (mostly schools) when the child is in their final year of the EYFS. This will involve teachers making judgements against the 17 goals. For each goal teachers determine whether children are meeting expected levels, are exceeding them, or are below the expected level (emerging). Providers will be required to share the report, along with a comment on the characteristics of learning, with both the Year 1 teacher and parent/carer.

5. EYFS Profile scores are still required to be sent to the local authority, however, the DfE have ceased to fund the national use of the Suffolk eyeProfile from September. Further announcements on the requirements for collecting and sharing data are expected from the STA in the next few months after they have completed their trials. All matters relating to the LAs duty to discharge the statutory moderation programme remain.
6. *English as an additional language*: requirements give a clearer focus on the reasonable steps providers must take, including the assessment of children's skills in English, to ensure children reach a good standard of English at the end of EYFS.
7. *Wrap around and holiday care*: the framework now makes it clear that the EYFS requirements do not need to be delivered in full when children spend limited amounts of time in such settings.

Notable Changes to the safeguarding and welfare requirements

To emphasise the importance of safeguarding, the welfare requirements are now the *safeguarding and welfare requirements*.

1. *Child protection*: the revised EYFS includes examples of adults' behaviour, which might be signs of abuse and neglect. If they become aware of any such signs, staff should respond appropriately in order to safeguard children.
2. The EYFS now requires that safeguarding policies and procedures must cover the use of mobile phones and cameras in the setting.
3. *Suitable people*: the requirements for providers to check the suitability of managers have been simplified. From September 2012, providers will be responsible for obtaining criminal record disclosures on managers. Currently, Ofsted obtain these disclosures.
4. *Staff qualifications, training, support and skills*: a requirement has been introduced in relation to staff supervision. Providers must give staff opportunities for coaching and training, mutual support, teamwork, continuous improvement; and confidential discussion of sensitive issues.
5. The requirement for childminders to complete training in the EYFS has been strengthened. Childminders will be required to complete the training before they register with Ofsted.
6. *Staff:child ratios*: there is a clarification of the circumstances in which there may be exceptions to the staff:child ratios for childminders caring for children of mixed ages.
7. *Safety and suitability of premises, environment and equipment*: the requirements in relation to risk assessment have been adjusted to clarify that it is for providers to judge whether a risk assessment needs to be recorded in writing.

These changes will all impact on the Ofsted inspection framework with the publication of a revised inspection framework where providers are expected to strive for a good or better outcome at inspection. Further information is available to the public at www.foundationyears.org.uk and additional briefing notes and information can be provided upon request.

This page is intentionally left blank

Update on: Free early education – take up of places for 3 and 4 year olds, increasing take up and engaging parents.

October 2012

Author; Julia Manning, Early Start, Children's Centre Manager

Take up FEE has been increasing steadily across Leeds. In areas where take up has been traditionally low particularly where BME children are resident, a number of initiatives have increased take up particularly within target populations. GRT have built good relationships with their local children's centres and particularly in Harehills GRT take up has improved. Remaining barriers to take up are:

- Transient populations where families move in, are registered with health and then move on to other areas. These families do not always access FEE . Relocation happens fast and these families do not always show up in the system. New Early Start Transfer in and allocation meetings should pick up on these earlier so we are able offer places more quickly and efficiently.
- Lack of places in inner city areas due to lack of private sector childcare. There is a current review of children's centre childcare provision in Leeds inner city with an emphasis on ways to deliver more 2-4 year old places in the existing space. There is also a review of school nursery provision and Sufficiency and capacity are looking at maximising registered numbers against available space in schools While LCC fees remain low PVI providers will not find moving into inner city areas an attractive proposition because they cannot compete with such low fee levels. This means that unless fee levels are equitable LCC continue to be the only provider of FEE in these areas
- LCC have a duty to outreach and increase take up of 3-4 year old FEE . The 0 -11 partnership has required that a plan is put together to increase assertive outreach to parents of children in this age group. This plan is in process. Early Start will improve take up by making parents aware of the offer at the earliest opportunity and to give a comprehensive universal offer of information and support for parents of vulnerable children
- The ability to claim 10 hours a day FEE would improve the ability of CC's to deliver more places however there are a number of tensions not least with the child's experience in a setting for 10 hours, the difficulty with staffing 10 hour days, the ability of children to come in as early as 8am or stay as late as 6pm to access their entitlement and how to deliver a quality experience for the child that maximises their learning.
- Extension of free early education to 2 year olds (Sept 2013) – Preparation, promotion and strengthening the quality of providers
- Sufficiency and capacity are working on final numbers for this offer. Indicative numbers from DFE indicate we will need 5000 places but local intelligence suggest the real figure may be substantially less.

- Plans are in place to improve promotion of the offer and increase the number of places within PVI over the next 6 months. These places, however may not be in the right areas.
- A project group has been set up to address the extension to the 2 year old offer and will meet every two weeks until the plan is implemented.
- The review of Childrens centre childcare is also looking at two year old provision and the possible strengthening of numbers in children's centres. There may be a need to look at how we reduce baby places to accommodate 2 year olds.
- In order to deliver the 2 year old offer, providers are required to go through an independent Quality assessment. This ensure that all providers are of sufficient quality to deliver the offer to 2 year olds. Those that are unsuccessful in the first instance are required to undergo further work before they are reconsidered. This should result in an improvement in quality that extends to 3-4 year old provision.
- A revised early years improvement strategy to be implemented formally from January 2013 provides a framework for focussing quality improvement work on those settings judged satisfactory by Ofsted.
- Capital funding for two year old places has been announced by the DFE but no further details are forthcoming. Until we have the amount and criteria we will be unable to plan for capital expansions, however work is already ongoing on the thinking around how to use this capital, which is likely to be very limited, to the best effect.



Leeds Education Challenge Board

Date of meeting:	19 th October 2012
Author: Tel No: Email:	Andrea Richardson 2243092 andrea.richardson@leeds.gov.uk
Report title:	

Summary:

This report provides an overview to LEC Board of the key issues considered and acted on by the 0-11 Partnership board since its inception in March 2012.

Main issues for future consideration have emerged:

- Attendance in the early years;
- Sufficiency of places, particularly the increase in places for some 2 year olds;
- Narrowing the attainment gap, to be considered for action planning in January.

Recommendations:

The LEC Board are asked to consider and note the contents of the report and to take regular updates on the work around attendance, sufficiency of 2 year old places, and narrowing the gap.

1. Purpose of report

This report provides an overview to LEC Board of the key issues considered and acted on by the 0-11 Partnership board since its inception in March 2012.

The 0—11 Partnership Board fulfils the following duties:

- To ensure the local authority fulfils it's statutory requirements with regard to the Early Years Outcomes Duty;
- To consider and advise the LEC Board around sufficiency issues around 0-11 years;
- To consider and advise the LEC Board around assessment outcomes from statutory assessment processes 0-11 years;
- To review support for Newly Qualified Teachers on behalf of the local authority for primary schools;
- To support and take recommendations from the Children's Trust Board work for priority action.



- To implement work streams in response to specific needs and areas of work.

2. Background information

The 0-11 Partnership Board has, in the last six months:

- Identified terms of reference;
- Identified and invited a broad range of partners to attend the Board including health, private and voluntary sector providers, elected members, head teachers, Children's Centre managers and Area Inclusion Partners;
- Planned and annual timetable of meetings and forward work plan.

The Board has received data and information around attendance, attainment, services for complex needs and disability, Ofsted outcomes for school and early years providers, the revised Early Years Foundation Stage curriculum, welfare and benefit reforms, uptake of free school meals, changes to the Free Early Education Entitlement.

Main issues for future consideration have emerged:

- Attendance in the early years;
- Sufficiency of places, particularly the increase in places for some 2 year olds;
- Narrowing the attainment gap, to be considered for action planning in January.

3. Main issues

Attendance of early education.

Data was received around attendance patterns 0-11. The vast majority of children in Leeds attend early years settings and school regularly without the need for any additional or targeted support. There are year on year improvements, however we are aware that attendance overall is lower in the foundation and reception years, increasing over time to the highest point in year 6. Also some areas of the city have a significantly lower take up of the free early entitlement offer than other areas. The following vulnerable groups are less likely to take up free nursery education entitlement:

- children from Bangladeshi, Somali, Roma, Gypsy, Polish families and children of refugees, travellers, and asylum seekers from all areas;
- poor white children from areas of persistent worklessness;
- children at risk from parents with drug or alcohol dependency;
- children of disabled parents;
- children where there is domestic violence and safeguarding issues before they become known to LCC;
- children with special educational needs.



An OBA event took place in August inviting a number of partners to work together to focus on improving attendance of early education and other services 0-11 years. This has identified an action plan across a range of partners raising awareness around the value of good attendance in the early years, using information from birth, support for families less likely attend, further interrogation of data around attendance and increase awareness amongst staff of the importance of attendance in the early years.

Sufficiency of places, particularly the increase in places for some 2 year olds.

Leeds has piloted work since 2006 to provide personalised packages of support for disadvantaged two years old and their families. In November 2010 the government announced that the entitlement of 15 hours free nursery education would be gradually extended to all disadvantaged two year olds by 2014.

In 2012/13, Leeds Children's Services agreed to fund 632 places to build towards projected numbers by 2014/15 using revised criteria indicated by the Government including an entitlement for LAC and those eligible through the Free Schools Meal criteria and importantly for Leeds children subject to a care plan. This number of places will grow to over 2,000 places in 2014, and possibly up to 40% of 2 year olds, over 4,000 places.

The growth in number of disadvantaged two year olds accessing places requires consideration and planning. Funding for 2 year olds will be ring fenced within the Direct Schools Grant from 2013.

The local authority will need to stimulate the overall provider market for 2 to 4 year olds in order to absorb this additional need for places and the likelihood that we will improve take up for 3-4 year olds as a consequence of this initiative.

Options include:

- building on the good practice in other areas of the city where community led childcare provision has been developed and is serving the needs of families in those communities;
- increasing capacity with existing providers through structural alterations to buildings and premises to increase the number of childcare places where appropriate, a small capital allocation has been identified by the government in 2013;
- increasing capacity for 3-4 year olds in the maintained sector to release places in the PVI for 2 year olds. There are some surplus places in the maintained sector, which with careful planning can be addressed.

To deliver 2300 places by 2014, and up to 5000 places thereafter is likely to require significant development and further stimulation of the market. There is an urgent need to agree the profiling and speed of the increased number of places across Leeds.

Narrowing the attainment gap;



The 'gap' indicator at Early Years Foundation Stage is derived by calculating the difference between the median score of the full cohort and the mean score of the lowest achieving 20% percent of the cohort. The challenge to local authorities is to improve outcomes for the lowest achieving children at a faster rate than the average child in order to close the gap. The figures for Leeds showed a small but steady improvement from 2009-2011 and the improvement has accelerated in 2012, but the gap in Leeds figure 2012 is still wider than the national gap in 2011. Because of the year on year increase in the good level of achievement it is difficult to narrow the low achievers gap. However real improvement in outcomes for lower achievers is demonstrated by the average FSP score of the lowest 20% increasing by just under 3 points to 59.1 scale points. Results for boys, children with identified special needs on School Action and School Action plus, and looked after children have all improved more than the overall figure since 2009.

In 2011 there were only 10 local authorities (LAs) with a larger gap indicator than Leeds. A keen focus around narrowing the attainment gap is required over the next few years.

4. Implications for governance, policy, resources, CYPP outcomes

There are specific implications around the changes to funding around 2 year olds, namely the shift of the budget from Early Intervention Grant to Dedicated Schools Grant from 2013 creates significant budget pressures on presently funded services.

5. Relationship to other partnership activity

The work of the 0-11 Board is closely aligned to a number of work streams, namely the roll out of **Early Start teams**, integrated health visiting and Childrens centre cluster based teams, the **LAC Task and Finish Group** looking to reduce the number of children becoming looked after, the **Teenage Pregnancy Board, TaMHS steering groups** and **Healthy Schools Steering group**, and **Child Poverty Board**.

Background documents:

Foundation Years - providing the best start in life for children to succeed-September report.

Early Years Foundation Stage Profile 2012: Summary of statistical first release

Version number:	Version 0.1.
Date produced:	17 October 2012
Created by:	Heather Ross
Contact details:	CHS.Performance.and.Intelligence@leeds.gov.uk
Status:	Draft
Filepath:	L:\PMIT\! Research and Information\Analysis\SFR summaries\2011-12
Protective marking:	Not protectively marked.

Data status:	2010 and 2011 data is final 2012 data is provisional
Change log: v0.2	

1 Introduction

The statistical first release for the Early Years Foundation Stage Profile (EYFSP) 2012 was published on 17th October 2012 (SFR23/2012). This document provides a summary of the headline data for EYFSP, comparing attainment in Leeds to national and in statistical neighbours.

2 Early years foundation stage profile outcomes

Table 2.1 2010-2012 Early Years Foundation Stage performance

	2010			2011			2012		
	<i>Leeds</i>	<i>Nat</i>	<i>Stat Neigh*</i>	<i>Leeds</i>	<i>Nat</i>	<i>Stat Neigh*</i>	<i>Leeds</i>	<i>Nat</i>	<i>Stat Neigh*</i>
% Good Level of Development*	53	56	57	58	59	60	63	64	63
Low Achievers gap**	35.7	32.7	33.2	35.0	31.4	32.7	33.6	30.1	31.9

Source: DfE Statistical First Release, ref: SFR23/2012

Notes: * % of pupils with 78+ points and 6+ in all PSED and CLLD strands; ** Difference between Median score of full cohort and Mean Score of lowest achieving 20%, expressed as a percentage of the Median score of the full cohort

The percentage of children in Leeds reaching a Good Level of Development once again increased by five percentage points in 2012. In 2012 this is the same rate of increase as seen nationally but above the increase for statistical neighbours. Therefore the gap in achievement has remained at one percentage point to national and achievement is now in line with statistical neighbours. The low achievers gap has also improved in Leeds in 2012, decreasing by 1.4 percentage points. This is greater than the improvement seen nationally and in statistical neighbours, but the gap in Leeds remains significantly wider.

In 2012 Leeds is ranked equal 68th of 152 local authorities for the percentage achieving a good level of development, an improvement from equal 77th in 2011. However, for the gap indicator, despite improvements achieved in 2012, Leeds is ranked 142nd, the same rank as in 2011.

The percentage of children achieving 6 or more points improved for all strands. The rate of increase was the same or greater than national for all strands except Reading. The percentage achieving level 6 or above in Leeds remains lower than national in each assessment strand. Improvement was greater than national in the 'Personal and Social Development' strands, where the gap between Leeds and national has previously been the largest. The majority of gaps between Leeds and national are three or four percentage points, with the exception of Writing, Numbers and labels for Counting and Physical Development, where the gaps are two percentage points.

Table 2.2 Percentage of Leeds pupils achieving 6+ points at the Foundation Stage 2010 to 2012

	2010		2011		2012	
	Leeds	Nat'l	Leeds	Nat'l	Leeds	Nat'l
Personal and Social Development (PSED):						
Dispositions and Attitudes	85	91	87	91	89	92
Social Development	80	86	82	87	85	88
Emotional Development	76	81	79	83	81	85
Communication, language and literacy (CLL):						
Language for communication and thinking	79	84	81	86	84	87
Linking sounds and letters	75	77	76	79	80	83
Reading	71	74	74	76	76	79
Writing	62	65	65	67	69	71
Problem Solving, Reasoning & Numeracy (PSRN)						
Numbers as labels for Counting	86	89	86	90	89	91
Calculating	70	76	72	78	76	80
Shape, space and measures	79	84	81	85	83	86
Knowledge & understanding of the world (KUW)	77	83	80	84	82	86
Physical development (PD)	87	91	88	91	90	92
Creative Development (CD)	78	82	79	83	81	85

Source: DfE Statistical First Release, ref: SFR23/2012

National comparison	2010/11 FY	2011/12 FY	Aug-11	Jun-12	Jul-12	Aug-12	Number inadequate ₃	Number inspected	RAG	DOT ₄	Last inspection date
71%	61%	65%	65%	64%	64%	64%	1	849	LG	▶	31/08/2012

Context and background

The childminding sector in Leeds is one of the largest in the country with 966 registered childminders at the time of writing. In the last 12 months there have been over 100 newly registered childminders alone.

The 4 per cent improvement in good or better judgments between 2010/11 and 2011/12 was a significant improvement for the authority. Between October 19th 2011 and October 19th 2012 there have been 160 childminding inspections with the following outcomes

- § Outstanding 3.75%
- § Good 38.75% (= % good or better 42.5%)
- § Satisfactory 35.63%
- § Inadequate 1.25%

As of August 2012 64% childminders were judged good or outstanding, 7% below the national comparison. However, when compared with our statistical neighbours Leeds' figure is in line or above 4 of our statistical neighbours despite having twice as many inspections as our closest statistical neighbour, Sheffield, with 402 inspections compared to Leeds' 849 within the same period.

% childminders judged good or outstanding 2011/12 (FY to date)			
Leeds (@ Aug 12)	64%	849	
2010/11 FY	61%		
2011/12 FY	65%		
Statistical Neighbours			Leeds above, below or inline?
Sheffield	67	402	3% below
Bolton	68	173	4% below
Stockton on Tees	62	165	2% above
Darlington	51	99	13% above
Calderdale	58	162	6% above
St Helens	69	84	5% below
Derby	64	159	in line
Kirklees	66	345	2% below
North Tyneside	85	148	21% below
Milton Keynes	68	290	4% below
<i>2. Data are based on inspections carried out since the introduction of the Early Years Foundation Stage in September 2008.</i>			

A further consideration is the number of childminding inspections taking place where there are no children on roll. In these instances a childminder will be inspected under the same framework, but rather than given an outstanding/good/satisfactory/inadequate judgement a met or not met judgement will be given. These figures are not taken into account in the Children's services inspection dashboard but can affect a significant number of childminders. For example, between October 19th 2011 and October 19th 2012 this

accounted for 20.8% of inspections where there were no children on roll (18.3% were met and 2.5% not met).

Key trends from inspections

Officers have duty to be aware of key inspection trends and use these in their support, challenge and training. They have noted the following key actions and recommendations, listed in order of frequency published and with the team's response:

Documentation – Including policy and procedures, specific references to obtaining parental permissions. **Response** This has been addressed by producing an essential paperwork pack, including sample policies and procedures. This is distributed via individual visits and local networks.

Observation, assessment and planning - Starting points, next steps, and parental input into observations. **Response** Addressed by training written and delivered on Observation, assessment and planning for home based child carers. Clearer and consistent messages on Ofsted and local authority expectations.

Risk assessment – detailing risk assessments for outings, reviews and signatures. **Response** Sample documentation developed and used by childminders.

Self Evaluation and Diversity (extending children's experience around equality of opportunity) were also highlighted as key recommendations in a smaller number of inspections.

Local authority support

Historically, local authority support to the childminding sector has been provided by the Childcare Consultant Team whose main focus was supporting childminder training after Ofsted registration and ensuring providers met the Early Years Foundation Stage requirements welfare requirements. Additional support from the National Childminding Association was commissioned by Children's Services but has reduced in the last year replacing support with an information and advice roll. In line with many other Children's Services teams the childcare consultant team has become integrated with other teams to provide a targeted service. They are now part of a 0-11 teaching and learning team and integrated with Early Years Consultants to create a 0-5 improvement team with a stronger focus on teaching, learning and quality improvement.

There are 8 full time equivalent childcare consultants equating to 102 childminders per officer, including 44 satisfactory childminders per officer. This provides challenges for the team as to how they make best use of their time to engage and support the sector with quality improvement issues. However, a revised early years improvement programme, pooling of skills and better locality working are slowly impacting positively upon the engagement and improved outcomes of the childminding sector, particularly targeted satisfactory childminders.

Other issues impacting on inspection outcomes

- § A childminder inspected with no children on roll only allows a judgement of 'met'. If the previous inspection outcome was good, this may have reduced accumulative percentage of good outcomes.
- § A number of childminders are remaining at satisfactory despite engagement attempts from the team. These childminders are 'coasting' on satisfactory outcomes as it still allows them child mind thus generating an income. Until September 2012 Ofsted (the regulator) saw satisfactory as 'okay'. This mindset has changed and from September 2012 the expectation is that childminders should be aiming for good or better.
- § Satisfactory childminders do not usually have access to the internet or are not confident in using IT, and do not access training if its not community based. This can leave a gap in them receiving or keeping up to date with information. Increased used of local Children's Centres as hubs for information and support and more locality based training and networks are used to counteract this.
- § The process of Ofsted registration means that at the point of registration childminders have to reach a very basic level of expertise in order to establish themselves as a childminder. In Leeds we have

a small number of childminders working in homes who Ofsted deem suitable at the point of registration but often require intensive support from the local authority to maintain (or improve) on a satisfactory grade.

Conclusion

Raising the profile of the childminding sector in Leeds has been a key priority for the team over the last 12 months. The introduction of regular childminder study days, a Leeds Quality Childminding Network, access to professional learning and quality improvement programmes such as Every Child a Talker have all supported improved quality childminding practice and status. Prioritising and allocating officer support (with a focus on learning, teaching and welfare) to satisfactory childminders is every officer's business and this is monitored through new, measurable PALS (performance management) targets for the team. Our aim is to build upon the 4 per cent increase already seen over the last 12 months and raise the percentage of good or better childminders in Leeds by another 3 per cent.

This page is intentionally left blank

ACHIEVING TWO YEAR OLDS

The Department for Education has commissioned Mott MacDonald and Hempalls to deliver support to local authorities and early years providers, to help them to develop and implement the new entitlement to free early education for less advantaged two year olds.

This support programme will run until March 2015 with the aim of supporting you to:

- ensure there is sufficient capacity to meet the entitlement
- improve the quality of provision to best meet the needs of two year olds
- stimulate parental demand for free early education places

Self Evaluation Form (SEF).

This SEF tool has been developed to act as a useful and constructive way for you to formalise your own reflections on how prepared you are to deliver the two year old entitlement. It also acts as the starting point for developing and delivering bespoke support targeted specifically to your local needs and requirements.

We will, in partnership with you, undertake an analysis of your SEF and agree a package of support for you going forward.

Completion of the SEF.

The SEF has three sections to complete;

Local Authority information
This section asks for general information about the LA, data on childcare places and providers. Please complete as much as you can based on the information you have available

Self evaluation
This is designed to cover the level of readiness to deliver the entitlement and is broken down into four areas: Project Management, Processes, Providers and Capacity

Support requirements
This is the final section of the SEF and asks for your views on the nature of support required to deliver the entitlement in your authority. We will use this as the starting point for developing a support package.

Please complete each section as fully as you can, covering all three sections of the SEF. Completing the SEF as comprehensively as you can will ensure we are able to fully understand your local delivery challenges and will enable the National Support Team to work with you to develop an effective package to support you to prepare and deliver the offer

Regional Leads

Your regional lead is Jo Pringle - jopringle@hempalls.com - 07540 614212

DEADLINE for return of your SEF is 10th August 2012. Please send to your regional lead, details above, on or before this date.

Local Authority Information			
Contact Name	Vanessa Broadbent-Lucas	Position:	Early Start Manager
Local Authority:	Leeds		
Phone No:	0113 2476809 / 07891270929	Email:	Vanessa.broadbent-lucas@live.co.uk

Actual and estimated build up of free provision for two year olds

Number of 2 year old children:		Notes
receiving free places in January 2012	372	Number was sought in DfE voluntary survey of places April 2012
receiving free places in April 2012	400	DFE voluntary survey in April 2012 asked for estimated number
you estimate will be receiving free places in Sept 2012	632	
you estimate will be receiving free places in January 2013	632	
you estimate will be receiving free places in April 2013	1000	This is an estimate
hours per week most commonly offered in April 2012 (e.g. 10 or 15 hours)	15	

Anticipated scale of challenge to deliver entitlement

	September 2013 (children in families meeting criteria also used for free school meals, and looked after children)	September 2014 (as 2013, plus children in families below proposed £16,190 cut off, with SEN statements or disability living allowance, or adopted from care)	Notes
Estimated number of children who will be eligible	2500 (half of 5000) based on indicated Government funding increase	5000 based on Government figures	For September 2014, please assume that criteria on which DfE is currently consulting will be confirmed. You may wish to use DfE figures used for current consultation (at http://www.education.gov.uk/aboutdfe/departmentalinformation/consultations/a00211261/extending-free-early-education-two-year-olds) or your local figures
Estimated number of children requiring places	2000	4000	You may wish to allow for the fact that not all families will seek places for their eligible child (DfE has used a planning assumption that 80% will seek places, but you may prefer to use a different assumption) Based on 80% of the indicative Government published in July 2012 as suggested. However, also looking at Leeds FSM data and numbers of children who were eligible in Summer 2012 in reception, year 1 and 2.

Anticipated number of new places needed	tbc	tbc	Further work is being undertaken to ensure that this reflects the number of places that are needed in specific areas of need and ensure that these are accurate. Initial indications are that for 1000 children a further 200 places are needed and for 2000, an extra 1000 places. This is being explored by the capacity and planning team, managed by Liz Lowes.
---	-----	-----	---

Quality of the market			
Total number of providers	Breakdown of providers by Ofsted rating or alternative local authority rating system e.g. local quality ratings/ RAG ratings		
Total number of providers approved by the local authority to deliver two year old places	Satisfactory Or Red, etc	Good Or Amber, etc	Outstanding Or Green ,etc
102	6	76	20
Total number of providers who delivered two year old places in 2011/12	Satisfactory Or Red, etc	Good Or Amber, etc	Outstanding Or Green ,etc
41	1	33	7
Total number of providers who are delivering two year old places in 2012/13	Satisfactory Or	Good Or	Outstanding Or

	Red, etc	Amber, etc	Green ,etc
49	2	40	7

Funding	
What is your current hourly rate?	£4.85
If you provide any additional funding above the hourly rate please describe below.	
<p>A review is going to be undertaken in the autumn to identify whether £4.85 is still sufficient as this has not changed since first implantation in 2006.</p>	

What provider criteria do you currently use? Please write below or attach a copy of existing provider criteria/local conditions documentation with the SEF return

The eligibility criteria for 2 year olds during 2012/13 is:

1. LAC
2. Children subject to a care plan (child protection plan) and
3. Free School Meal eligibility criteria including:
 - § Income support, or
 - § Job Seeker's Allowance (income based), or
 - § State Pension Credit (Guarantee Credit), or
 - § Employment and Support Allowance (income related), or
 - § Child Tax Credit, as long as you do not receive Working Tax Credit and you have an annual taxable income as assessed by Her Majesty's Revenue and Customs which does not exceed £16,190.00.

Breakdown of providers delivering two year old places

Provider type	Maintained e.g. local authority nursery classes, nursery schools and Children's Centres	Private day nurseries, commissioned Children's Centre services, pre-schools, playgroups and Independent schools	Voluntary sector day nurseries, pre-schools and playgroups.	Childminders
---------------	---	---	---	--------------

Number of providers currently delivering places to two year olds	32	13	4	0
Number of providers approved to deliver places to eligible two year olds	32	43	16	11

This page is intentionally left blank

SELF EVALUATION FORM

Please select the most appropriate score grade descriptor for your local authority. The number under which the descriptor sits is the score. Please enter this in the current score and the anticipated score at September 2013. Please add comments to support the scoring as appropriate.

Subcategory	Score grade descriptors						Current score	Anticipated score at September 2013	Comments
	0	1	2	3	4	5			
PROJECT MANAGEMENT									
Project management and leadership	No project manager or project leadership in place.	A project lead will be appointed.	A project lead will be appointed within 6 months	There is someone who has responsibility for the project.	Dedicated project manager in post	Dedicated project manager in post with capacity to deliver OR Project leadership is provided through an appropriate team.	3	5	There is a strategic lead for the project and further support will be provided by a support officer for the 2,3 and 4 year old entitlement by autumn 2012.
Implementation plan to meet the future delivery expectations	There is no implementation plan in place.	The implementation plan covers 2012/2013 only.	The implementation plan covers 2012/2013 and we plan to create an implementation plan for 2013 onwards.	There is an implementation plan for 2013 onwards currently being developed.	The implementation plan for 2013 onwards has been developed.	A strategy for future delivery and market development from 2012 to September 2014 is in place and being implemented.	3	5	E.g. Is this integrated into the wider local authority planning and priorities? There is an implementation plan for 2012 / 13 and we are currently working up the tasks and activities that are needed to inform the implementation plan for 2013/14. This will be in place by September 2012.
Financial planning to support delivery	No budget agreed	Budget agreed for current year only.	Budget planning for implementation has started.	Budget plan is produced and discussions for 2013 onwards are taking place.	Budget agreed for delivery from Sept 2013.	Budget agreed for whole delivery programme and implementation to September 2014.	2	5	We have indicated based on Government projections of funding and numbers that we need to build to 2,000 by Sept 2013 (but really April to secure funding) and 4,000 by 2014.

Subcategory	Score grade descriptors						Current score	Anticipated score at September 2013	Comments
	0	1	2	3	4	5			
PROCESSES									
Code of practice and local conditions	We are aware we will need to review our local conditions to include the elements regarding the free entitlement for two year olds for September 2013.	We have a plan to review and revise our local conditions to include the elements regarding the free entitlement for two year olds for September 2013.	We have completed the review and are currently revising our local conditions accordingly in preparation for September 2013.	We have completed the review, revised our local conditions appropriately and are considering how we will communicate the changes with providers in preparation for September 2013.	We have completed the review, revised our local conditions appropriately and have a plan to communicate the changes with providers in preparation for September 2013.	We have completed the review, revised our local conditions appropriately and are communicating the changes with providers in preparation for September 2013.	2	5	E.g. Do you already have local conditions/ provider agreements for 2, 3 and 4 year olds? Do you have agreements which include childminders? Yes, we aligned provider contracts for the delivery of the 2, 3 and 4 year old entitlement this financial year. A review of the new guidance has been undertaken and contracts will be revised in time for 2013 financial year
Identifying and reaching eligible families	Existing processes will not meet future requirement	Existing processes are being reviewed to establish if they will meet future requirements	Existing processes will require some work to meet future delivery requirements. OR New processes are being developed to meet future requirements	Plans to ensure processes will meet future delivery requirements are being developed to support any required changes.	Work is underway to ensure process will support future requirements	Existing processes will be sufficient and can be scaled up to meet future delivery requirements. OR New processes have been developed and are ready to be implemented to meet future delivery requirements	4	5	Family outreach workers and health visitors have traditionally identified eligible families. Some have been identified by other services such as social care. From autumn 2012 Leeds Early Start health visitors will routinely identify potential families at the 8-10 month check and 2 year old review.
Family support and outreach	Existing processes will not meet future requirements	Existing processes are being reviewed to establish if they will meet future requirements	Existing processes will require some work to meet future delivery requirement	Existing processes will require some work to meet future delivery requirements and plans are being developed to support the required changes.	Work is underway to ensure future process will support future requirements	Existing processes will be sufficient and can be scaled up to meet future delivery requirements	3/4	5	All eligible children should be known to Children Centres but the impact of work with PVI providers in terms of family support needs to be taken into account. The role of Family Outreach Workers in Leeds also needs to be explored in light of changes to the core purpose for Children Centres and the development of integrated health visiting and children centre services. The partnership with cluster or school based family support workers is also being explored.

Eligibility criteria	Our existing eligibility criteria will not be suitable for future delivery.	Our eligibility criteria will not be suitable and will need to be reviewed in preparation for 2013.	Our eligibility criteria are being reviewed and a plan is being developed in preparation for 2013.	Our eligibility criteria have been reviewed and a plan being created to meet the delivery expectations of 2013.	Our eligibility criteria have been reviewed and a plan is ready to be implemented to ensure new delivery expectations from 2013 are met.	Our existing eligibility criteria will support future delivery requirements. OR The criteria have been reviewed; a plan has been approved and is being implemented to introduce the new criteria from September 2013.	5	5	We have already adopted the eligibility criteria identified for September 2013 with the inclusion of children subject to a care plan. We need to decide if we remove the latter next year or leave in. This will be dependant on permission to use secondary criteria and whether we receive the names and contact details for all children who will be eligible from the DfE to ascertain exact numbers. We do need this information for children in receipt of workless and low-income families. Also if SEN is to be part of criteria then again, these children need to be identified.
Communicating the offer to parents	The current offer is not communicated widely.	The current offer is not communicated widely and a review is required to establish how the local authority will communicate the offer to eligible families.	The current offer is not communicated widely, a review has been done and the local authority is considering how it will communicate the offer to eligible families.	The current offer is not communicated widely, a review has been done and the local authority is preparing a plan for how it will communicate the offer to eligible families.	There is a communication plan in place to ensure eligible families are made aware of the offer.	The offer is communicated widely to eligible families. OR There is a communication plan and actions are being implemented to ensure eligible families are made aware of the offer in preparation for September 2013.	3/4	5	E.g. How are you communicating with parents? Do you have a brokerage service? How do Children's Centres promote the offer? Are there any specific groups you need to target? The entitlement is currently publicised on the Family Hub and information on the offer will be included in the revised 3 and 4 year old entitlement leaflet for families. As indicated earlier, health visiting teams will be key to identifying eligible children and publicising the offer. Family outreach workers will be key to encourage take-up. Other key services including social care, schools and job centre plus will continue to be briefed accordingly.
Promoting/communicating with providers	No communication with providers OR no mechanisms in place to communicate with providers.	We have systems in place to communicate with providers/ Providers have been informed in general terms of the developments in the implementation of places for two year olds.	Providers have received regular updates on our implementation of places for two year olds.	Providers have received regular updates on our implementation of places for two year olds. We plan to consult with providers as part of our planning stages.	Providers have been consulted throughout the planning stages and will be fully informed of implementation plans when they are completed.	Providers have been consulted throughout the planning, are aware of the implementation plan and are actively engaged in the future development of places for two year olds.	3/4	5	E.g. how do you communicate with providers? Do you meet with providers regularly, and how? <ul style="list-style-type: none"> • Sector representatives • Provider Meetings

<p>Administrative systems and processes</p>	<p>Existing processes will not meet future requirements</p>	<p>We are concerned existing processes will not meet future requirements and will need to review to ensure we can meet future delivery requirement</p>	<p>We have reviewed existing processes and are preparing a plan.</p>	<p>We have identified our existing processes will require some work to meet future delivery requirements and have a plan to make appropriate changes in preparation of future delivery.</p>	<p>We have identified our existing processes will require some work to meet future delivery requirements and have already started to make appropriate changes in preparation for future delivery.</p>	<p>We have made appropriate alterations to our processes so they will meet the requirements of future delivery. Existing processes will be sufficient and can be scaled up to meet future delivery requirements.</p>	<p>3</p>	<p>5</p>	<p>E.g. will existing payment, monitoring and recording systems manage the increased volume of children? Are arrangements for use of the Eligibility Checking System locally suitable, is it available online or do you have plans to make it so?</p> <p>The payment systems for the 2,3, and 4 year old entitlement is now aligned so fit for purpose.</p> <p>The LA is exploring an electronic tracking system to monitor children from the early years until the end of the foundation stage in terms of attainment. In the meantime relying on existing management system which can not track children once they transition to school and setting based spreadsheets. All providers with children who received the grant from April 2012 will be forwarding baseline data to the central team to be collated.</p> <p>We currently rely on Children Centres checking documentation to establish eligibility but this is not sustainable with increasing numbers. The intention to identify all eligible children through the FSM checker is critical to success in terms of reaching all eligible children.</p>
--	---	--	--	---	---	--	-----------------	-----------------	--

Subcategory	Score grade descriptors					Current score	Anticipated score at September 2013	Comments	
	0	1	2	3	4				5
PROVIDERS									
Sufficiency of providers	Sufficiency of provision is not known.	We plan to undertake an assessment to establish if there are sufficient providers to meet the delivery expectations.	We are currently undertaking an assessment to establish if there are sufficient providers to meet the delivery expectations	We have completed an assessment, and are now preparing a plan to ensure sufficient providers to meet the delivery expectations.	We have completed an assessment, and have a plan to meet the delivery expectations	We have completed an assessment and have started to implement a plan to meet the increasing delivery expectations and ensure sufficiency of places.	2/3	5	E.g. Do you currently use childminders? Are there sufficient providers in the localities they are needed? Yes. An audit is currently being undertaken around this issue. However, the knowledge base around 3 and 4 year olds already indicates that there are insufficient places in some areas of need and little or no space to build. In others there is space but no capital so there is some urgency in finding out whether there will be capital and/or finding creative solutions to this issue. What are providers' needs in relation to workforce numbers?
Delivering 15 hour places	Our existing offer is less than 15 hours per week.	We are reviewing our existing offer to establish how we will meet the requirement of 15 hours per week from September 2013.	Our review is informing the plan we are creating to ensure we will meet the requirement of 15 hours per week from September 2013.	We have a plan to ensure we will meet the requirement of 15 hours per week from September 2013.	We are implementing our plan to ensure we meet the requirement of 15 hours per week from September 2013.	Our existing offer is 15 hours per week. OR The plan to increase the offer to 15 hours to has been implemented and we will meet the requirement before or from September 2013.	5	5	Have implemented 15hrs for 2 years now – since 2010. Have now moved to stretched provision for 2 year olds as well in keeping with the 3 and 4 year old delivery model.
Quality	It is not known if there sufficient providers of the required quality to meet the increasing delivery expectations. OR There are insufficient providers of the required quality	We are undertaking a quality review to establish if there are sufficient providers of the required quality to meet the increasing delivery expectations.	Our quality review is informing our plan to ensure we have sufficient providers of the required quality to meet the increasing delivery expectations.	Our quality review has informed our planning and we are implementing a plan to ensure there are sufficient providers of the required quality to meet the increasing	Our quality review has informed our planning; we are implementing our plan and have sufficient providers to meet 2013 delivery expectations.	There are sufficient providers of the required quality to meet the increasing delivery expectations for 2013 and 2014. OR There are sufficient providers of the required quality to meet the delivery expectations of 2013. The plan to improve	2	4	E.g. Will your local quality improvement system be able to support 'satisfactory providers' with an increased number of improvement plans? Yes? We have an early years improvement strategy in place for all providers delivering the FEE. This is being reviewed over summer 2012 to ensure it delivers the right support/challenge to the appropriate settings. Led by the 0-11 teaching and learning team in partnership with Early Start, it will ensure we have sufficient providers to

Subcategory	Score grade descriptors					Current score	Anticipated score at September 2013	Comments
	0	1	2	3	4			
to meet the increasing delivery expectations.				delivery expectations.			quality of providers to meet increasing delivery expectation of 2014 is being implemented.	<p>meet delivery expectations.</p> <p>Does your workforce development audit highlight any specific training needs? Yes?</p> <p>Building on the strong EYP network further support for leaders and managers has been identified. Evaluations from the revised EYFS briefings indicate further training needs for key persons and assessment processes. We have allocated a childcare consultant to support childminders to further develop early years pedagogy and sharing good practice.</p> <p>Are there any particular needs in relation to staff qualifications? (i.e. will you need more level 2s or levels 3 or just more staff)</p> <p>An annual survey of our Children's Centre Workforce in 2011 found that approx. 6% of practitioners (approx 30 individuals) identified a need to undertake a qualification at Level 2 or 3 (some had previously held qualifications at this Level but had discovered that these were no longer considered 'full and relevant' qualifications after a review by the CWDC for Ofsted). Some funding for these qualifications can be accessed via the SFA but many staff are not eligible for it and eligibility criteria are to become yet more stringent as of September 12; and fees are set to rise (currently at approx £2000 per course). A recent review of qualifications for the early years workforce (undertaken by Professor Cathy Nutbrown pp DfE) suggested Level 3 might become a mandatory minimum level of qualification; final recommendations are pending</p>

Subcategory	Score grade descriptors						Current score	Anticipated score at September 2013	Comments
	0	1	2	3	4	5			
									<p>(Summer 2012) but there could be urgent implications for our practitioners identifying lack of qualification at this Level. Should they be required to study, the Service may struggle to fund them after recent cuts to funding.</p> <p>The survey above also identified that around 5% of the workforce (approx 30 individuals) indicated a need for study at degree level (i.e. this can be considered appropriate for the role and they have yet to achieve it). The Service recognises the correlation between study at this level and high quality leadership of early years services; and in former years has funded employees in leadership roles to study at this level. However, due to major funding reductions and the major rises to University fees this year, it has not been possible to support any students to newly commence study in 2012/13. Those seeking to study at this level report inability/reluctance to self-fund in some cases; however we have built close relationships with local Higher Education Institutions and ensure staff receive information about bursaries, scholarships and financial advice that may be offered.</p>
Provider criteria (Local conditions)	Our existing provider criteria will prohibit future delivery plans. OR Our existing provider criteria may need to be revisited as the implementation	Our existing provider criteria will prohibit future delivery plans; an action plan is being created. OR Our existing provider criteria may need to be revisited as the	We are in the process of considering our provider criteria and the impact on delivery	We are in the process of amending our provider criteria	Our existing provider criteria have been amended and we are preparing a plan for informing providers during 2012/13.	Our existing provider criteria will not need revising and is ready for future delivery requirements. OR We have revised our existing criteria and have a plan to communicate with providers during	2	5	I think our basket of measures are the right ones to take us into 2013 and 2014. Decisions to approve providers to deliver the free entitlement is based on a range of measures including annual conversations undertaken by the LA, and Ofsted judgements. We also have in place an Independent Quality Assessment for providers judged to be satisfactory by Ofsted but who offer good or better provision in areas where 2 year old places are needed. The extent of the work needed to support

Subcategory	Score grade descriptors					Current score	Anticipated score at September 2013	Comments	
	0	1	2	3	4				5
	progresses.	implementation progresses, an action plan is being created.						satisfactory providers for example is dependent on the capacity and planning team's audit of sufficiency across all localities.	
Willingness to engage	Insufficient providers willing to engage in the delivery of two year old places and no plans to increase engagement	We are looking at why providers are not willing to engage in the delivery of two year old places.	Insufficient providers willing to engage in the delivery of two year old places but plans are in place to increase engagement	We have consulted with providers and understand why they are not willing to engage in the delivery of two year old places.	We have consulted with providers and understand why they are not willing to engage in the delivery of places for two year olds. We have taken appropriate actions and there is increased interest and willingness from providers to deliver places in the future.	Providers are willing and are expressing interest in delivering places in the future OR Sufficient providers are in place	2	5	We have not consulted with all providers on their willingness to deliver 2 year old funded places but that is the next step. Our indicator to date has been the numbers who have applied when invited and those who have not. The capacity and planning team will be identifying providers in areas of need and encouraging delivery in these areas. Any barriers will be identified through this process.

Subcategory	Score grade descriptors					Current score	Anticipated score at September 2013	Comments	
	0	1	2	3	4				5
CAPACITY TO SUPPORT PROVIDERS									
Local authority resource and capacity	There is no resource and capacity within the local authority to support providers to meet the increasing delivery expectations	There is insufficient resource and capacity within the local authority to support providers to meet the increasing delivery expectations.	There is insufficient resource and capacity within the local authority to support providers to meet the increasing delivery but planning is underway to increase capacity	There is insufficient resource and capacity within the local but plans are in place and progressing.	There is sufficient capacity within the local authority to support providers to meet the increased delivery for 2013	There is sufficient capacity within the local authority to support providers to meet the increased delivery for 2014	4	5	<p>E.g. Do you have the infrastructure to build provider capacity and support quality improvement? What commissioned services do you have to support providers? Do you have a programme of training to support providers delivering places for two year olds?</p> <p>I think we do have the infrastructure but need to make a case early as teams have now been centralised. The Early Years Improvement Manager and Lead for Learning for Children's Centre will confirm what is needed to increase / support quality once the number of providers needing this support has been identified city wide and in particular in areas of greatest need.</p>

SUPPORT REQUIREMENTS		This section of the evaluation is designed to assist you to identify the type of support you will need from Achieving Two Year Olds. The information will assist us to create a support package which meets your (local authority) and provider needs.		
LOCAL AUTHORITY SUPPORT				
<p>Knowledge portal – A2YO will be providing a central knowledge hub of online information, resources, case studies and proformas to support local authorities and providers. Please let us know here if you have any comments/ideas/suggestions or examples of emerging good practice for inclusion for this area.</p>				
<p>Regional Networks – A2YO will also provide regional networks at suitable intervals over the next three years.</p> <p>§ If you have a suggestion for a subject specific meeting, please suggest it here.</p> <p>§ When and where would you prefer meetings to be held?</p>		<p>Impact of increased funded places for 2 year olds on places for working parents. Increasing capacity for providers to support LAC and disadvantaged children who usually do not.</p> <p>Bi-monthly initially and then quarterly perhaps. The same place each time would be useful but understand the need for equity in access across the region.</p>		
<p>A key aim of the SEF is to start the process of developing with you an understanding of the support that might be required to meet the requirements of the Two Year old entitlement. Based on your current position, what type of support do you think will be of most benefit? (please tick all that apply)</p>	Developing funding formulae	x	Developing eligibility criteria	
	Developing quality settings	x	Developing business support	x
	Planning and implementation	x	Identifying and reaching eligible families	
	Marketing and communicating the offer		Sufficiency planning	x
	Our current capacity and schedule of work is felt to be sufficient at this time. We do not require additional support.		Other please specify:	
PROVIDER SUPPORT				
Please describe the current support you offer providers?		<ul style="list-style-type: none"> • Application support • 2 half day induction programme once approved to deliver 2 year old places. • Ongoing quality assurance and support. 		

	<ul style="list-style-type: none"> • Training on relevant topics. • Business support 			
Please describe any additional support plans you have for providers?	Targeted support possibly using ITERS tool for providers who are satisfactory in areas with insufficient places			
Are there any gaps in the support available to providers?	For nursery schools who wish to deliver 2 year old places.			
We currently offer providers a wide range of training and support and consider the level of support to be sufficient at this time. We do not require any additional support from the National Support contract.	We have a comprehensive workforce survey which informs our work for the future. While particular needs have been identified these are being addressed by the workforce development plan. Additional funding for degrees would be welcome			
What additional support could be offered to providers through the national support contract? (please tick all that apply and please add any additional areas)	Training		Recruitment and retention of staff	
	Working with Two Year olds		Child development	
	Working with families to support		Environment	
	Parental engagement in the home learning	x	Working with vulnerable families	x
	Business planning		Two year old progress check	
	Workforce development	x	Other please specify	

FOR OFFICE USE ONLY

Date 1:1 discussion took place	
RL check compliance	
Date of RL check	
Date returned to PMO	

This page is intentionally left blank

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 8th November 2012

Subject: Recommendation Tracking – Improving School Attendance

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input 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. This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review in Improving School Attendance published on the 26th of April 2012.
2. The Scrutiny recommendation tracking system allows the Scrutiny Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

Recommendations

3. Members are asked to:
 - Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.
 - Note the recommendations where satisfactory progress is being made.

Purpose of this report

- 1.1 This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review into Improving Attendance.

1 Background information

- 2.1 The Scrutiny Board (Children and Families) was tasked by Council with carrying out a piece of work this year on each of the three Children and Young People's Plan (CYPP) obsessions. The second of these relates to school attendance.
- 2.2 At its meeting in April 2012, the Scrutiny Board agreed a report summarising its observations, conclusions and recommendations.
- 2.3 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.
- 2.4 The Directors Response was presented to the Scrutiny Board at the meeting on the 26th of July 2012. Having considered the response the Board accepted that recommendation 5 could not be implemented by the Director of Children's Services as a zero tolerance policy to term time holiday absence is unlawful and can potentially expose schools/the authority to legal challenge.

2 Main issues

- 3.1 A standard set of criteria has been produced to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 3.2 To assist Members with this task the Principal Scrutiny Adviser, in liaison with the Chair, has given a draft status for each recommendation. The Board is asked to confirm whether these assessments are appropriate and to change them where they are not. Details of progress against each recommendation is set out within the table at Appendix 2.

3 Corporate Considerations

3.1 Consultation and Engagement

- 3.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at Appendix 2.
- 3.1.2 The Executive Board Member for Children's Services has been consulted on the response to the recommendations.

3.2 Equality and Diversity / Cohesion and Integration

- 3.2.1 Where consideration has been given to the impact on equality areas, as defined in the Council's Equality and Diversity Scheme, this will be referenced against the relevant recommendation within the table at Appendix 2.

3.3 Council Policies and City Priorities

3.3.1 This section is not relevant to this report.

3.4 Resources and Value for Money

3.4.1 Details of any significant resource and financial implications linked to the Scrutiny recommendations will be referenced against the relevant recommendation within the table at Appendix 2.

3.5 Legal Implications, Access to Information and Call In

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

3.6 Risk Management

3.6.1 This section is not relevant to this report.

4 Conclusions

5.1 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations. Progress in responding to those recommendations arising from the Scrutiny review into Improving School Attendance is detailed within the table at Appendix 2 for Members' consideration.

5 Recommendations

6.1 Members are asked to:

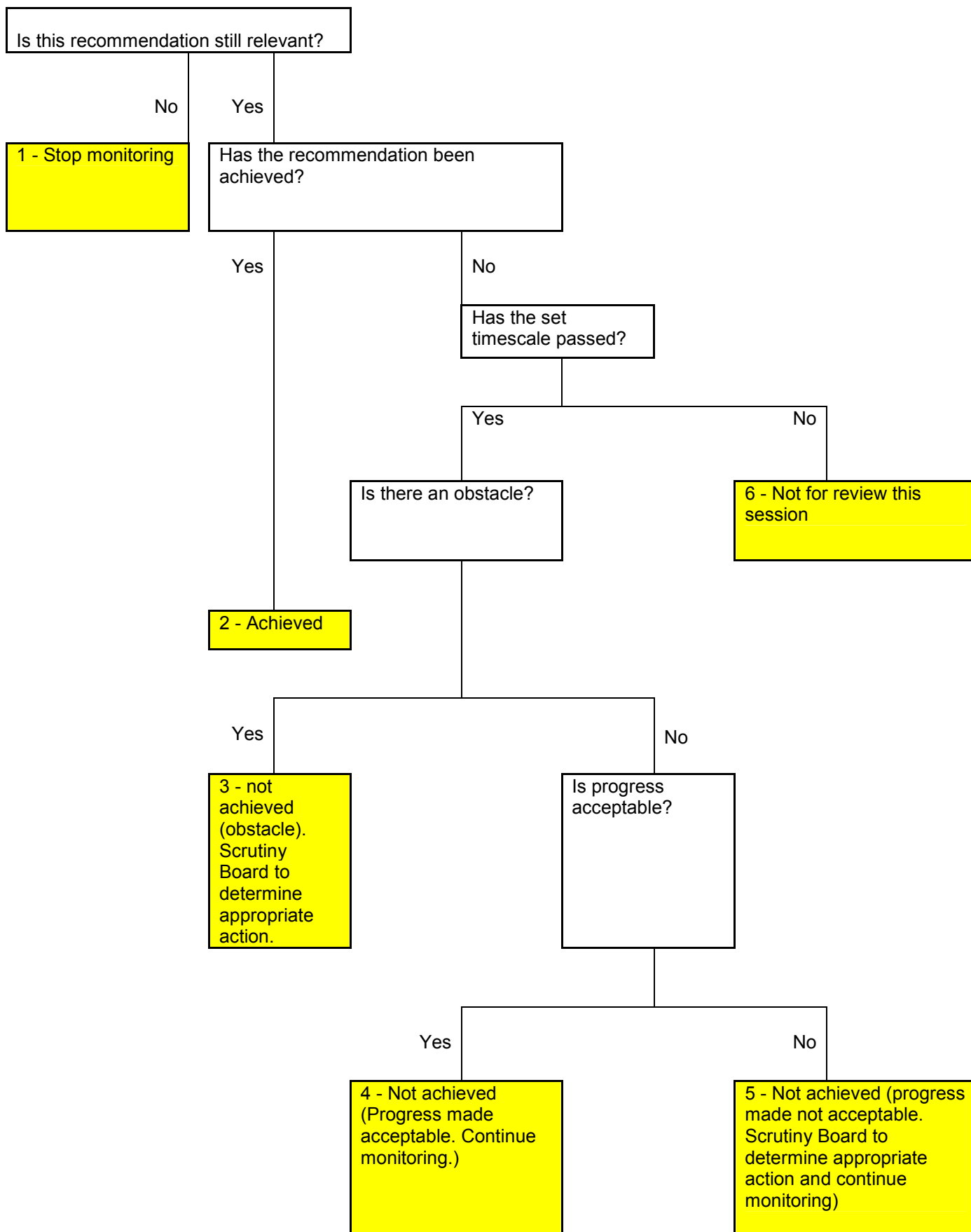
- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.
- Note the recommendations where satisfactory progress is being made.

6 Background documents¹

- 6.1 Report of the Head of Scrutiny and Member Development to the Children and Families Scrutiny Board – Scrutiny Inquiry Final Report Improving School Attendance 26th April 2012
- 6.2 Report of the Director of Children's Services to the Children and Families Scrutiny Board 'Directors Response Scrutiny Inquiry into Improving Attendance' 26th July 2012.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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



Review of Improving School Attendance Inquiry (April 2012)

Categories

- 1 - Stop monitoring
- 2 - Achieved
- 3 - Not achieved (Obstacle)
- 4 - Not achieved (Progress made acceptable. Continue monitoring)
- 5 - Not achieved (Progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 1 - That the Director of Children's Services continues to engage with all schools not under Leeds City Council Control, including Academies to ensure continued positive working relationships and continued persistent absence data collection.</p>	<p>Directors Response: LCC and Children's Services continue to use tools such as the dashboards to drive ownership of data at cluster/partnership levels. The Targeted Services locality model requires clusters to reflect aspirations around the numbers of CAFs undertaken, school attendance etc which tie in the commitment of all schools in achieving those aspirations.</p> <p>Current Position: Work on-going as recommended. Sponsors are engaging in discussions with the authority prior to conversion and agreeing with the need for continued engagement in cluster-led activity as the model for support for vulnerable children and families.</p>	2	
<p>Recommendation 2 - That the Director of Children's Services engages with School Governors to establish a special responsibility for one Governor in each</p>	<p>Directors Response: There is a specific training briefing for governors on attendance, available through the governor support unit and guidance has been issued to governors about utilising the</p>		

<p>school which includes challenging the attendance performance of the school and maintaining a focus on reducing absence levels.</p>	<p>committee framework to monitor and challenge attendance throughout the course of the school year. The advantage of the committee framework is embedding a shared understanding of attendance across the whole of the governing body. In schools with good attendance, distributive leadership across the whole organisation generates shared ownership. Schools with poor attendance often place responsibility for attendance with one particular role e.g. assistant headteacher, head of pastoral etc. Targeted Services regularly communicate to governors through the governors bulletin with respect to attendance and the role all governors can play in supporting their school improve policy and practice in order to raise attendance.</p> <p>Current Position: Governor training on attendance is being delivered in the New Year and Targeted Services will be taking the opportunity to support the governor’s marketplace event.</p>	<p>4</p>	
<p>Recommendation 3 - That the Director of Children’s Services formulates a strategy for targeting and improving school attendance during year 1, whilst promoting pre-school the benefits of good attendance.</p>	<p>Directors Response: The reconfiguring of Children’s Services and the development of the Early Help teams offers opportunities for improving integration and communication between Targeted and Universal services, including Children’s Centres.</p> <p>The development of Guidance and Support meetings in clusters is also engaging Children’s Centre managers in identifying families in need and planning appropriate assessments and interventions that build the “team around the family”. These processes drive approaches that go beyond the statutory school-age framework.</p> <p>Work is on-going with commercial radio partner, Radio Aire and Magic in developing a package of key messages to, potentially, be broadcast across the city/region which reinforce the importance of attendance even in the pre-school/primary phase.</p> <p>Analysis has also revealed that the rate of absence due to holidays</p>		

	<p>in term time (whether the school has agreed or not) is 3 times higher in the primary phase, which requires a response that addresses parental attitudes to the early curriculum and its importance in sequential learning.</p> <p>Data recently released by the Department for Education shows that primary attendance in Leeds matches national averages and exceeds that of our statistical neighbours. The on-going development and maturation of the newly reconfigured services is expected to consolidate and continue this positive trend.</p> <p>In addition, the newly established 0-11 Partnership Board has identified this is a particular area for development. To develop a city wide strategy for all early years providers an OBA session is to be held on 6th July 2012 from which a plan of action will be drawn up in time for the new school year in September.</p> <p>Current Position: The 0-11 Partnership board now has an action plan following on from the OBA event in July with named action holders.</p>	2	
<p>Recommendation 4 - That the Director of Children's Services works in collaboration with the clusters to identify the siblings of persistently absent children who are approaching school age in order to ensure support is in place from day one of their education.</p>	<p>Directors Response: The development of good Guidance and Support processes in clusters is enabling quality and appropriate information sharing about children in their family context. Representation at the meetings by Children's Centre managers, primary and secondary staff plus a range of services contributes to a "team around the family" approach.</p> <p>The 0-11 Learning Partnership are also holding an Outcomes Based Accountability workshop across the directorate where a key strand for the focus for the population of 0-11 year olds in the city will be both school attendance and the engagement of parents and carers of younger children with their local children's centre. The increase in the childcare offer for 2 year olds also offers a cross-cutting strategic development where predictors of poor attendance are poverty and</p>		

	<p>parental attitudes/aspirations.</p> <p>Through the targeted services offer, clusters are also committed to increasing the number of Common Assessments completed. A quality assessment will identify siblings within the family and also whether or not the lead professional will need to draw in a wider range of services to bring about change for families in need.</p> <p>Current position: The roll out of the Early Help Teams is increasing the strategic capacity at a local level to drive such processes as Top 100 and Guidance and Support, both of which are aimed at providing early intervention in problems. Clusters are embedding whole-family approaches to needs, and the Families First data has been released which is also informing clusters of families with a range of problems.</p>	2	
<p>Recommendation 6 - That the Director of Children's Services engages with National Health Service providers and General Practitioners in Leeds to identify how absence from school for health appointments could be reduced.</p>	<p>Directors Response: A small scale information gathering exercise in the CATTs (Ardsley and Tingley) cluster was undertaken during the Easter term to investigate what types of medical appointments children are missing school for. The findings have been shared with School Health, the lead for Emotional Health and Well-Being in the West North West and the Head of Commissioning Children and Families in NHS Leeds.</p> <p>Next steps planned are to repeat the investigation in a more inner-city/deprived area of the city and to try to expand the data captured to the number of appointments not attended, whether GP appointments were routine or responsive to illness and to establish if children returned to school in the afternoon – the greatest majority of appointments were during the morning.</p> <p>An Outcome Based Accountability workshop with Children's Services and partners in health is planned for the next academic</p>		

	<p>year. Preliminary discussions have already generated no-cost, low-cost ideas such as community paediatrics including text in their appointment letters advising parents that their child will be able to return to school following their appointment; for GP practice managers to be advised of school holidays to offer routine appointments during these periods which could also increase the likelihood of children attending the appointments.</p> <p>Current position: Open XS cluster have agreed to undertake an investigation into the types of medical absence across schools in the cluster. This represents a much more diverse locality with much higher levels of deprivation.</p>	4	
<p>Recommendation 7 - That the Director of Children's Services works in collaboration with the Cluster Chairs to undertake a review of the attendance improvement and family support service configuration. The purpose of this review would be to identify if there is sufficient resource appropriately allocated to each cluster.</p>	<p>Directors Response: Allocation of AIO resource is based on level of need which is a combination of the numbers of persistent absentees and the distribution of Targeted Services.</p> <p>Therefore clusters with the highest need in terms of Targeted Services will have the correspondingly higher level of AIO resource. The status of the schools in the cluster also has a bearing as academies are funded directly for the provision of support services for attendance and therefore do not receive any non-statutory provision from the local authority.</p> <p>Family Support Workers are school/cluster based staff and not a provision of service made by the local authority.</p> <p>The Family Intervention Service (FIS) that is provided by Children's Services is accessed by the Children Leeds Panels, at present. All cases that have been through Guidance and Support where it is felt that this level of intensive family support is now required can be referred for consideration of support (which includes Multi-Systemic Therapy, Signpost, commissioned FIS and Children's Services FIS). This resource is not allocated to clusters but through the integrated</p>		

	<p>processes, beginning with a CAF.</p> <p>This service has also been restructured and its capacity increased.</p> <p>In the past, the distribution of the attendance service has been reviewed annually to accommodate changes in patterns of absence across the city. However, this necessitated the movement of staff which schools and services reported to be highly disruptive to the development of working relationships and caused discontinuity in the service to families.</p> <p>It is the view of the director that current arrangements need a significant period of time to embed and grow and that regular review of the dashboard and other data will continue to inform decisions about how resource is distributed.</p> <p>Current Position: Not for review at this session.</p>	6	
<p>Recommendation 8 - That the Director of Children's Services establishes as part of the Youth Offer Review the possibility of providing Youth Service support for young people, who are persistently absent, from school from the age of 11 years.</p>	<p>Directors Response: The Youth Service priority age range is 13-19 (25) However, support is available from 11+ where there is identified need. Addressing persistent absenteeism and increasing engagement with young people most at risk of entering care or being NEET are priorities for the youth Service from age 11.</p> <p>Current Position: Targeted work with 11+ continues. The city-wide Youth Offer review is on-going.</p>	4	
<p>Recommendation 9 - That the Director of Children's Services engages with our neighbouring local authorities and schools within Leeds not in local authority control to explore the potential for co-ordinated planned school closure dates for holiday</p>	<p>Directors Response: Historically, different authorities set their key term and holiday dates around the manufacturing industry and factory closures, therefore, distinct patterns have emerged over time.</p> <p>The DfE continues to move towards more autonomy for schools and the freedoms permitted academies and free schools to determine</p>		

<p>periods and teacher training days.</p>	<p>their own school calendar are also factors which have an impact on maintained schools. For example, academies are not required to adhere to the minimum number of days that the school should be open to pupils (190), whereas maintained schools are bound by this.</p> <p>(It was clarified to the Board at the July 2012 meeting that this recommendation is agreed and action would be undertaken on this recommendation.)</p> <p>Current Position: The response from neighbouring authorities has not offered scope to develop this recommendation further. Other authorities have cited the academy programme as one factor where consistency has not been possible within authority, reflecting a similar challenge to that experienced in Leeds. As more schools in Leeds move to closer partnerships and trusts, there is likely to be closer correlation between dates. The through-school model also provides cross-phase solutions.</p>	<p>3</p>	
<p>Recommendation 10 - That the Director of Children's Services works in collaboration with Cluster Chairs to identify gaps in specialist support and investigate which organisations are accessible to provide a comprehensive support network. In addition to also ensure that awareness is raised about supporting organisations in localities for relevant LCC and cluster based employees.</p>	<p>Directors Response: Children Leeds have recently re-launched an updated Practitioner's Handbook and the Family Hub which provides information on how to work with services and agencies, as well as identifying who the right service for a particular need might be.</p> <p>Part of the role of the Targeted Service Leader is act as both broker of and developer of local services that can provide family support and the attendance of representatives from the voluntary sector at both cluster JCC and Guidance and Support is actively encouraged.</p> <p>On analysis, the Outcomes Based Accountability workshops that have been undertaken in all clusters reflect a high degree of engagement with services beyond the Children's Services directorate and show the level to which local intelligence is securing key collaborative partnerships.</p>		

	<p>Current Position: 23 of the 25 clusters now have a Targeted Service Leader who is developing the networks of agencies, including third sector, who can contribute to delivering the team around the family model.</p> <p>Targeted services leaders and clusters are using information from assessments to identify needs and commission appropriate services e.g. through the Youth Contract, funds for targeted work for 16/17 year old NEETS are being used to identify additional support to engage those young people in training or work opportunities by identifying their particular needs.</p>	2	
<p>Recommendation 11 - That the Director of Children's services investigates the problems associated with transient neighbourhoods. In addition, investigates how the schools admissions system for Leeds could be adapted in our most deprived wards to ensure parents can place their children in schools close to their homes and siblings.</p>	<p>Directors Response: The problem of transient neighbourhoods is one that is limited to a small number of localities in the city, Inner East being one of these. The cluster have undertaken an Outcomes Based Accountability workshop for a host of services/agencies to look at this issue in their locality, which has a particular focus on the impact and needs of the Roma community.</p> <p>A pathfinder project has already begun to allow schools to accept applications directly from parents for in year admission transfers. The aim is to reduce the amount of time taken to find school places for children and young people. All schools will be managing admissions in this way by September 2013. There is a small working group of specialists within Children's Services considering the impact of admissions on children missing education particularly in transient neighbourhoods where there is a high degree of mobility between schools.</p> <p>We will continue to seek to provide additional permanent and temporary school places in areas where families are not always able</p>		

	<p>to secure a place at a reasonable local school. We want all children to have access to a good local school.</p> <p>Current Position: The pathfinder was to be implemented in all schools by September 2013 but as the pathfinder project has been so successful it is to be rolled out across the city after the October 2012 half term holiday. A number of temporary solutions were also implemented at schools in Inner East and Inner South, two of the most deprived wards, for September 2012 and further proposals for permanent expansions will be brought forward.</p>	4	
<p>Recommendation 12 - That the Director of Children’s service in collaboration with Cluster Chairs identifies the most effective way of sharing case information with stakeholders involved in the support of children and their families, whilst adhering to required data protection legislation and safeguarding requirements.</p>	<p>Directors Response: There is an on-going review of ESCR and investigation into the procurement of a suitable solution which will need to provide a consistent case management tool for services and practitioners which will maximise the effectiveness and timeliness of communication and understanding about children and families and those who are working with them.</p> <p>The Targeted Service Leaders and Area Heads of Targeted Services are available to support clusters in developing robust information sharing agreements which safeguard children without causing unnecessary barriers to communication and intervention by services.</p> <p>There have been preliminary discussions as to how access to the Children’s Services pupil database (not ESCR) could be extended to a range of practitioners that could include school SENCOs, Family Intervention Service and cluster based staff such as Family Outreach Workers.</p> <p>The Troubled Families initiative will also map out and test the information sharing protocols between the authority and clusters/partnerships/services.</p>		

	<p>Current Position: Staff working across 9 clusters are now able to make use of the Synergy Gateway to both access child records to view and also to add notes in respect of actions and interventions and this model is being rolled out across the remaining 16 clusters. This is enabling practitioners to see which other services are engaged in work with children and also reducing the need to hold information about children in multiple locations.</p> <p>The Families First Information Sharing agreement has also enabled a much wider discussion across agencies in respect of families and households causing concern to a range of agencies that covers worklessness and crime and anti-social behaviour.</p>	4	
--	--	---	--

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 8th November 2012

Subject: Recommendation Tracking – External Placements

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input 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. This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of External Placements published on the 28th of February 2012.
2. The Scrutiny recommendation tracking system allows the Scrutiny Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

Recommendations

3. Members are asked to:
 - Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.
 - Note the recommendations where satisfactory progress is being made.

Purpose of this report

- 1.1 This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of External Placements.

1 Background information

- 2.1 It was agreed in June 2011 that the Childrens and Families Scrutiny Board that the first major piece of work for 2011/12 would be an inquiry on which would look into reducing the need for children to be looked after by the local authority.
- 2.2 At its meeting in February 2012, the Scrutiny Board agreed a report summarising its observations, conclusions and recommendations.
- 2.3 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.
- 2.4 The Board considered progress against recommendations at the meeting on the 26th of July 2012. The Board concluded that recommendations 2,3,5,8,11 and 12 were complete and therefore no further tracking is required.

2 Main issues

- 3.1 A standard set of criteria has been produced to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 3.2 To assist Members with this task the Principal Scrutiny Adviser, in liaison with the Chair, has given a draft status for each recommendation. The Board is asked to confirm whether these assessments are appropriate and to change them where they are not. Details of progress against each recommendation is set out within the table at Appendix 2.

3 Corporate Considerations

3.1 Consultation and Engagement

- 3.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at Appendix 2.
- 3.1.2 The Executive Board Member for Children's Services has been consulted on the response to the recommendations.

3.2 Equality and Diversity / Cohesion and Integration

- 3.2.1 Where consideration has been given to the impact on equality areas, as defined in the Council's Equality and Diversity Scheme, this will be referenced against the relevant recommendation within the table at Appendix 2.

3.3 Council Policies and City Priorities

3.3.1 This section is not relevant to this report.

3.4 Resources and Value for Money

3.4.1 Details of any significant resource and financial implications linked to the Scrutiny recommendations will be referenced against the relevant recommendation within the table at Appendix 2.

3.5 Legal Implications, Access to Information and Call In

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

3.6 Risk Management

3.6.1 This section is not relevant to this report.

4 Conclusions

5.1 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations. Progress in responding to those recommendations arising from the Scrutiny review of External Placements is detailed within the table at Appendix 2 for Members' consideration.

5 Recommendations

6.1 Members are asked to:

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

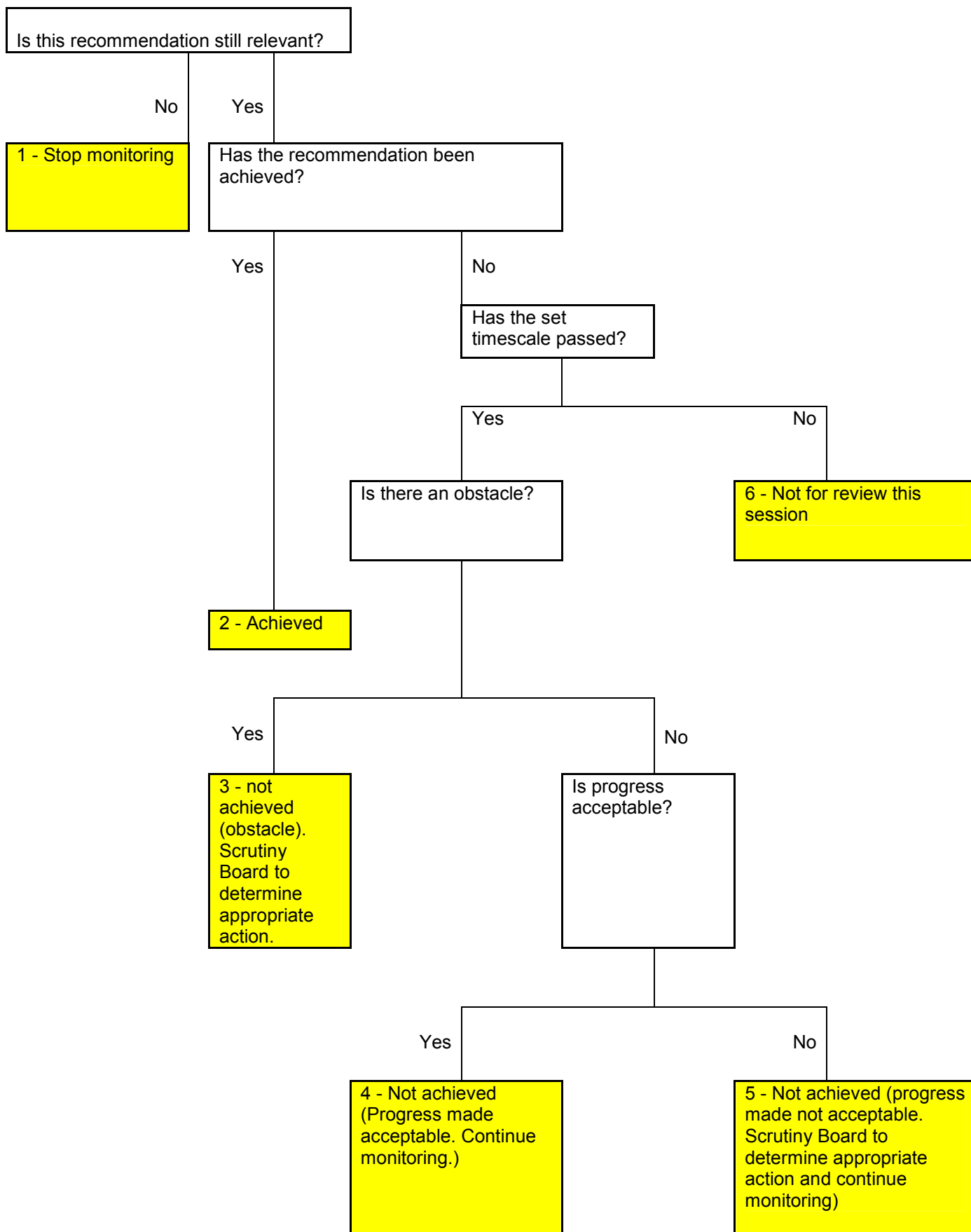
6 Background documents¹

6.1 Report of the Head of Scrutiny and Member Development to the Children and Families Scrutiny Board – Inquiry on External Placements 9th February 2012

6.2 Report of the Director of Children's Services to the Children and Families Scrutiny Board 'Response to Scrutiny inquiry report – external placements' 26th April 2012.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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



Review of External Placements Inquiry (February 2012)

Categories

- 1 - Stop monitoring
- 2 - Achieved
- 3 - Not achieved (Obstacle)
- 4 - Not achieved (Progress made acceptable. Continue monitoring)
- 5 - Not achieved (Progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 1 That the Director of Children’s Services reports back to us on how local communities can be more proactively engaged in the support to vulnerable families.</p>	<p>26th July position: The ambition for Leeds to be a Child Friendly City is predicated on getting the whole city community behind children. The strategy to develop more cluster based services supported by local schools, Early Start Centres and Children’s Social Work Teams is intended to support this ambition at a local level by providing a framework that enables services to be developed locally in response to the needs of children and families in the communities in which they live. Arrangements to support cluster working already have some community engagement through the involvement of elected members, school governors and third sector partners. It is hoped that as cluster working develops, supported by Targeted Service Leaders who are being rolled out across the City, communities will become more involved and engaged in supporting vulnerable children for example by volunteering, mentoring, peer support, fostering and informing the development of services. We will be exploring with clusters the feasibility of having community</p>	<p>4</p>	

	<p>engagement as an element of cluster plans.</p> <p>Current Position: Targeted Service Leaders are now in place in 23 of the 25 clusters. We are in the process of recruiting in the two clusters that do not currently have a Targeted Service Leader.</p>	2	
<p>Recommendation 4 That the Director of Children's Services reports to us in July 2012 with an update on progress against each of the key milestones in the programme plan, the majority of which are due to have been achieved by then.</p>	<p>26th July position:</p> <p>Overall good progress is being made in implementing the <i>Turning the Curve</i> Action Plan and the early indications are, as detailed in the response to recommendation 2, that the actions taken to date are having an impact on the number of looked after children.</p> <p>Current Position: We have continued to make positive progress in relation to <i>Turning the Curve</i>. There are fewer looked after children now than at the same time last year and we have made significant reductions in the number of looked after children in external residential placements.</p>	4	
<p>Recommendation 6 That the Corporate Carers group explores the potential to arrange social events and opportunities for foster carers and children to develop networks.</p>	<p>26th July Current position:</p> <p>Officers are working with the Corporate Carers to look at opportunities to develop social events for foster carers and children.</p> <p>Current Position: A Foster Carer appreciation event has been arranged on Saturday the 3rd of November at St Chads at Headingley. The event, which is open to carers from across Leeds, will include activities for both children and carers. A further event is being arranged for Christmas and more events will be held in the new year.</p>	4	
		2	

<p>Recommendation 7 That the Director of Children’s Services reviews the payment structure for foster care with particular reference to the impact of the differential between in-house and independent fostering agency rates and reports to the Scrutiny Board with the outcome of this review in July 2012</p>	<p>26th July position:</p> <p>A review of the payment structure for Leeds foster carers has been completed and a number of options for increasing fees have been identified. It is planned that we will consult with carers on these options over the Summer and implement the new arrangements in September. The review of the arrangements has taken account of the payments made to carers by Independent Fostering Agencies, neighbouring authorities and the significant increase in the number of babies and young children becoming looked after in Leeds. It is recommended that a full report is presented to the Committee on the outcome of the consultation in September.</p> <p>Current position: Following consultation with carers we have agreed to undertake further work on the current payment structure. A working group with foster carers is being established and this will report on the options to carers in January 2013 and the revised structure will be in place from the 1st of April 2013.</p>	<p>4</p> <p>4</p>	
<p>Recommendation 9 That the Director of Children’s Services works with the Director of Environment and Neighbourhoods to secure support from the ALMOs to meet the accommodation needs of foster carers.</p>	<p>26th July position:</p> <p>The directors of children's services and environment and neighbourhoods and their senior leadership teams meet regularly. There is already a protocol in place with environment and neighbourhoods and ALMOs which ensures that foster carers and kinship carers have priority status. Children’s services have established good links with Housing ALMOs and are working with them to identify suitable properties to support the redesign of residential services.</p> <p>Current position: We continue to work closely with colleagues in the environments and neighbourhoods directorate. For example,</p>	<p>4</p> <p>4</p>	

	<p>since the last meeting we have increased the funding available to support vulnerable children through housing options by £50,000</p>		
<p>Recommendation 10 That the Director of Children’s Services reports back to us in July 2012 on what formalised input foster carers should have into the review process for children they care for, and how improvements can be made to ensure that their input is considered in practice.</p>	<p>26th July position:</p> <p>Foster carers are an integral part of the team that supports looked after children. As the individuals involved in caring for the child on a day to day basis for sustained periods foster carers bring an important and unique perspective to the looked after child’s statutory review.</p> <p>The role and contribution of foster carers to the statutory review process is set out in the statutory guidance and regulations which support the Children Act 1989.</p> <p>In Leeds foster carers are supported to contribute to the statutory reviews of children in their care through completing a consultation record, which uses a series of questions and headings to assist the carer to structure their thoughts on the child’s progress and any comments they have on how the care plan for the child should be developed. Similar consultation records are completed by the child, parent and social worker. The completed consultation records are send directly to the Independent Reviewing Officer who is responsible for reviewing the care plan for the child and ensuring that it is meeting their needs. Foster carers also attend the review meeting to ensure that they are able to give their views. Independent Reviewing Officers are aware of the important role that foster carers plan in the lives of looked after children and should chair the meeting in such a way that ensures that the views of foster carers are heard and given proper consideration. Following a period where a number of agency staff were used Leeds has been successful in recruiting a number of permanent Independent Reviewing Officers.</p>	4	

	Current Position: Since the last meeting the Deputy Director (Safeguarding, Specialist and Targeted Services) has attended two foster carers through Foster Carer Support Meetings to obtain feedback directly from carers. He has given a commitment to carers to meet with them regularly and to report back to them on any issues they raise with him.	2	
--	---	---	--

This page is intentionally left blank

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 8th November 2012

Subject: Scrutiny Inquiry into Safeguarding Children – Private Care Homes

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. At its meeting on the 20th of June 2012, the Scrutiny Board resolved to undertake an Inquiry into Private Care Homes as there was considerable concern about how, as a local authority, Leeds keeps children and young people safe and ensures that the most vulnerable are protected, particularly those who are placed in private care homes from outside the authority area. The Scrutiny Board has completed its inquiry and the draft inquiry report is attached.

2. Scrutiny Board Procedure Rule 13.2 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the report is finalised".

3. Any advice received will be reported at the Board's meeting for consideration, before the Board finalises its report.

4. Once the Board publishes its final report, the appropriate Director(s) will be asked to formally respond to the Scrutiny Board's recommendations within three months.

Recommendations

5. Members are asked to consider and agree the Board's report following its inquiry into Safeguarding Children – Private Care Homes.

Background documents

6. None used¹

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

**Draft Scrutiny Inquiry Final report
Safeguarding Children – Private Care
Homes
8th November 2012**

DRAFT



Contents

	Page
1. Introduction and Scope	3
2. Conclusions and Recommendations	5
3. Desired Outcomes and Recommendation Summary	8
4. Evidence	9
5. Appendix 1	11

DRAFT



Introduction and Scope

Introduction and Scope

- 1 Leeds has an ambition to be a child friendly city by 2030. The methodology for delivering this vision is outlined in The Children and Young Peoples Plan which details five headline outcomes one of which is to ensure Children and Young People are safe from harm. The Child Friendly City priority plan states that in a child friendly city all children and young people would have their basic rights met by having a home, feel they have a reasonable standard of living and also be protected from harm.
- 2 Following this Board's inquiry into External Placement in 2011/12 the Scrutiny Board (Children and Families) is conscious that children who are looked after often encounter other significant challenges that impact on their lives.
- 3 Mindful of recent events of child exploitation in Rochdale we resolved to undertake an inquiry looking at the regulation of Private Care Homes (homes not owned or managed by the Local Authority) and how the Local Authority engages with these homes. We were concerned about the power and influence Leeds City Council has to keep children and young people are protected, particularly those who are placed in private care homes outside the local authority area.
- 4 Terms of reference for this inquiry were agreed on 26th July 2012 when we concluded that the purpose of the inquiry was to understand the current processes in place that enable Leeds City Council to identify where and when

private care homes are established. We also wanted to identify if current statutory regulation is robust enough ensure children in private care homes are proactively safeguarded.

The following matters were of specific interest to us:

- Regulation and inspection of private care homes
- Planning and establishing private care homes
- Community and Local Authority consultation
- Safeguarding vulnerable children and young people

- 5 The Board conducted its inquiry on 23rd August 2012. We are very grateful to everyone who gave their time to participate in this inquiry and we hope that our findings will encourage positive change in the regulation of Children's care homes nationally. We would specifically like to thank Judy Bedford from the NSPCC for her valuable contribution to the inquiry.

- 6 We are aware that the Government has expressed concern about the number of private homes in some local authorities and also that some children are placed a considerable distance from their home authority. We welcome the accelerated report of the Deputy Children's Commissioner '*the emerging findings of the Office of the Children's Commissioner's Inquiry into Child Sexual Exploitation in Gangs and Groups, with a special focus on children in care*' and the establishment of expert working groups in order to look into strengthening regulation and driving up quality in care homes.



Introduction and Scope

7 We also welcome the very recent step taken by Ofsted to share information with the police and other relevant parties on the location of Children's homes. We feel however that regulation to safeguard children could be further enhanced and therefore resolved to write to the Children's Minister Edward Timpson to communicate our views and help inform the ongoing work relating to the reviews. This letter is attached as Appendix 1

highlighted that children from a particular equality group are treated less fairly. The Board however does understand and recognise that children from deprived areas are likely to be at greater risk of being cared for by the Local Authority.

12 Where a Scrutiny Board has made recommendations and these are agreed, the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity and where appropriate an equality impact assessment will be carried out.

Anticipated Service Impact

- 8 Our recommendations require a number of improvement measures. Such measures could require additional resources, the cost of which may be required from existing budgets.
- 9 The Children's Minister has been asked to consider the views and recommendations of the Scrutiny Board which may be reflected in national policy development.

Equality and Diversity

- 10 The Equality Improvement Priorities 2011 to 2015 have been developed to ensure that the council meets its legal duties under the Equality Act 2010. The priorities will help the council to identify work and activities that help to reduce disadvantage, discrimination and inequalities of opportunity to achieve its ambition to be the best City in the UK.
- 11 Equality and diversity issues have been considered throughout this Scrutiny Inquiry. The evidence submitted and the topics debated in this inquiry have not



Conclusions and Recommendations

Regulation

- 13 We were advised that all Children's homes, whether local authority or private must register with Ofsted, the body responsible for ensuring that a children's home meets all regulatory requirements, under The Children Act 1989 Guidance and Regulations Volume 5: Children's homes and the national minimum standards for children's homes. There is no legal requirement for a person planning to open a small¹ private home to inform the local authority, (with safeguarding and educational responsibilities), of their plans.
- 14 Each year Ofsted undertakes a full inspection of a children's home and a progress inspection . The outcome of every inspection is published on its website. Should an individual or agency have concerns about the management of a children's home they would contact Ofsted.
- 15 We are concerned about the absence of legislation that would require the Local Authority to be notified when a care home is due to operate in their area. Ofsted have recently provided Leeds City Council with a list of all children's homes in the area. It was however brought to our attention that this list only contains minimal information and did not provide addresses for the care homes listed.
- 16 We were advised that there are currently ten private children's homes in Leeds. Children's Services endeavours to work with each of these to try and establish positive relationships. We welcomed the

news that as part of the Child Friendly City Initiative Children's Services are looking to develop a residential children's home charter that all private children's homes in Leeds will be invited to sign up to. This will facilitate a way of building on existing relationships and engaging with providers to communicate our expectations under the child friendly city banner.

Recommendation 1 – That the Director of Children's Services provides a progress report on the development of the Children's Residential Home Charter as part of his formal response to the Board and early in the 2013/14 municipal year.

Safeguarding

- 17 We were keen to establish if a strong connection is maintained between children resident in private care homes and the Local Authority at all times. We were concerned about children placed away from the Leeds area and also about those children placed in Leeds by other local authorities.
- 18 We were advised that technically a child could be placed anywhere in the country, which could be a considerable distance from the responsible Local Authority. We wanted to identify how far children are being placed away from home. We were informed that the number of children placed within 25 miles is the initial measure which Leeds aims to achieve.
- 19 It was stated that in Leeds we try and find the most appropriate

¹ Less than 6 residents



Conclusions and Recommendations

accommodation close to a child's home geographical area however specialist needs may require children to be placed further away as the specialist provision cannot be provided locally.

- 20 It was brought to our attention that the Local Authority placing a child retains responsibility for their welfare and a Social Worker from the placing authority will regularly visit the child. Whilst we understand that regular checks are being undertaken for each child it concerned us that a situation could arise where no one local authority has a complete picture of how children are being cared for in a particular home.
- 21 We were advised that where there are safeguarding concerns about a child placed in a home in Leeds or concerns about an employee then it would be Leeds City Councils responsibility to investigate and report back to the relevant authority from which the child was placed and inform Ofsted. The police would also be involved.
- 22 We consider a strengthening in regulation would be beneficial to promote proactive safeguarding by utilising local resources to further support children from outside the area. This would enable a coherent and complete overview of the welfare of all the children placed in a private home within the Local Authority area.
- 23 We have advised the Children's Minister that in addition to receiving a notification that a child is being placed in their area it would be helpful if the local authority was provided with background information regarding the child and specifically the needs that had led to the

child being placed away from their home area.

- 24 In addition private homes should be required to provide a report to the Local Children's Safeguarding Board on all significant incidents, such as where children had gone missing or there has been an assault on staff. This would provide additional scrutiny of the homes to support the Ofsted inspection framework.
- 25 We consider that a close working relationship between Local Authority, the Local Safeguarding Children's Board, Ofsted and all private children's homes will promote better safeguarding arrangements and that current inspection and visiting arrangements do not facilitate this sufficiently.
- 26 The NSPCC stated that they are also keen to support Local Authorities in building relationships with children's care homes to prevent problems arising rather than reacting.

Planning and Consultation

- 27 As stated earlier in this report we were advised that there is no legal requirement for a person or organisation planning to open a small private home to inform the local authority of their plans, to consult with local residents or elected members. This has led to some authorities experiencing large numbers of small private homes being opened in their area, with a significant impact on the local community and resources.
- 28 We were advised that Planning regulations in relation to residential provision for both adults and children



Conclusions and Recommendations

were simplified to make it easier for small group homes to be opened as part of the move away from large residential institutions. In practice this means that where an existing residential dwelling that accommodates less than 6 residents (staff and children) is to be used for a children's home planning permission is not required.

29 It was clarified that where Planning Services become aware of an intention to open a children's home they currently notify Children's Services. However, as planning permission is not required for most small homes the local authority may not be made aware of the existence of the home. The local authority therefore has no opportunity to refuse a small children's home in an area, even if unsuitable. In addition community consultation is also not required. We consider that good practice would be to inform and consult with local residents and the community to ensure that the location is suitable and ensure local support, a further point stipulated in the letter to the Children's Minister.

30 Following the relaxation of planning regulations the issue was the subject of a parliamentary debate on the 1st of February 2010². This debate suggested that it may be possible to interpret planning regulations differently, so that planning permission is required. We would welcome any action which required the local authority to engage with individuals or organisations operating a private care home but we also understand the need to ensure that all operations adhere to Planning Regulations.

Recommendation 2 – That the Director of City Development explores the interpretation of planning regulations to identify if a different approach can be implemented which requires all private children's care homes to seek planning permission, regardless of size. The Director is required to report the viability and potential impact of implementing a revised interpretation in his formal response to the Scrutiny Board.

Conclusion

31 We have resolved to influence positive change to regulation thereby enhancing proactive safeguarding measures for children in private care homes. We will lobby Government in order to raise awareness of the views and findings of the Board. This has been instigated by writing to the Children's Minister. The Scrutiny Board will also be contacting Leeds Members of Parliament to request that they also raise the matter for debate.

²<http://www.publications.parliament.uk/pa/cm200910/cmhansrd/cm100201/debtext/100201-0024.htm>



Desired Outcomes and Recommendation Summary

Desired Outcome – The implementation of a Children’s care home charter to establish positive relationships between care home operatives and the local authority.

Recommendation 1 – That the Director of Children’s Services provides a progress report on the development of the Children’s Residential Home Charter as part of his formal response to the Board and early in the 2013/14 municipal year.

Desired Outcome – To identify the existence of all private care homes. To ensure that all care homes are situated in the most suitable environments. To promote engagement and build relationships thereby enabling better proactive safeguarding.

Recommendation 2 – That the Director of City Development explores the interpretation of planning regulations to identify if a different approach can be implemented which requires all private children’s care homes to seek planning permission, regardless of size. The Director is required to report the viability and potential impact of implementing a revised interpretation in his formal response to the Scrutiny Board.

Communication with Children’s Minister – Letter issued 11th October 2012, see appendix1

Desired Outcome – To influence positive change in the national review of the regulation of private children’s care homes and subsequent reform.

Communication with Children’s Minister – Letter issued 11th October 2012, see appendix1



Monitoring arrangements

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

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

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

Reports and Publications Submitted

- Director of Children's Services - Scrutiny Inquiry into Private Care Homes (Children and Young People) – 23rd August 2012



Witnesses Heard

Evidence was presented to us by:

Martin Sellens – Head of Planning Services

Steve Walker – Deputy Director Safeguarding, Specialist and Targeted Services

Nigel Richardson – Director of Children’s Services

Judy Bedford - NSPCC

Dates of Scrutiny

23rd August 2012



Appendix 1



Councillor Judith Chapman

Chair, Scrutiny Board
(Children and Families)
3rd Floor (East)
Civic Hall
LEEDS LS1 1UR

Edward Timpson MP - Children's Minister
Westminster
House of Commons,
London,
SW1A 0AA

E-Mail address judith.chapman@leeds.gov.uk
Civic Hall tel 0113 24 74792

Your ref
Our ref
Date
JC/SN
11th October 2012

Dear Edward Timpson MP

Re: Leeds Scrutiny Board (Children and Families) Safeguarding Children – Private Care Homes

We are writing to you to express the concerns of the Scrutiny Board (Children and Families) resulting from our recent inquiry into Private Childrens Homes.

The vision for Leeds is that by 2030 it is a Child Friendly City and part of that vision is to ensure Children and Young People are safe from harm. We consider in a Child Friendly City all children and young people would have their basic rights met by having a home, feel they have a reasonable standard of living and also be protected from harm.

As a Local Authority Scrutiny Board we are conscious that children who are looked after often encounter other significant challenges that impact on their achievement and success. Mindful of recent events of child exploitation in Rochdale we conducted an inquiry into Private Care Homes (homes not owned or managed by the Local Authority) on the 23rd of August 2012. Experts from Leeds City Council and a representative from the NSPCC took part in the inquiry.

The following matters were of specific areas of interest to us:

- Regulation and inspection of private care homes
- Planning and establishing private care homes
- Community and Local Authority consultation
- Safeguarding vulnerable children and young people

We are aware that the Government has expressed concern about the number of private or independent homes in some local authorities and that some children are placed a considerable distance from their home authority. We welcome the report of the Deputy Children's



Appendix 1

Commissioner and the establishment of expert working groups in order to look into strengthening regulation and driving up quality in care homes.

A number of nationally relevant concerns were debated during our inquiry which we would like to highlight to you to inform the wider work of the Expert Working Groups. These are as follows:

1) All private care homes are required to notify Ofsted as the regulatory body of their intention to operate as a children's care home before opening. There is no legal requirement to notify the local authority (with Safeguarding and Education responsibilities) unless planning permission is required for the use of the building. Planning permission is only required for properties that accommodate 6 or more individuals, therefore small scale homes can be opened without the knowledge or the Local Authority. Ofsted have very recently provided Leeds with a list of homes which we welcome, however we consider that this arrangement should be strengthened and regular sharing of meaningful information should be encouraged to identify private homes. We recommend that all private children's care homes, regardless of size, should be under a statutory duty to notify a Local Authority of their existence prior to opening.

2) There is currently no requirement for a person planning to open a private care home to consult with the Local Authority, local residents or elected members. Private care homes opening in inappropriate areas could diminish positive outcomes for children, particularly if they are not supported by the local community. The problem in Margate where there are five care homes in one street was highlighted to us. If consultation was made a statutory requirement the Local Authority could assist in the process providing guidance on local consultation and advice on localities, schools and recreational provision in the area. The outcome should result in homes being placed in areas that can enhance the support for children in care.

3) Technically a child could be placed anywhere in the country, which could be a considerable distance from the responsible Local Authority. We are aware that the Local Authority placing a child maintains responsibility for their welfare and a Social Worker from the placing authority will regularly visit the child. We were also advised that Ofsted inspect each home on a six monthly basis. We consider more should be done to ensure that local resources are utilised to support children from outside the area and to ensure that the welfare of children placed in a local authority area is safeguarded and promoted. In addition to receiving a notification that a child is being placed in their area it would be helpful if the local authority was provided with background information regarding the child and specifically the needs that had led to the child being placed away from their home area. In addition private homes should be required to provide a report to the Local Children's Safeguarding Board on all significant incidents, such as where children had gone missing or there had been an assault on staff. This would provide additional scrutiny of the homes to support the Ofsted inspection framework.

We consider that a close working relationship between Local Authority, the Local Safeguarding Children's Board, Ofsted and all private children's homes will promote better safeguarding arrangements and that current inspection and visiting arrangements do not facilitate this sufficiently.



Appendix 1

We hope to be instrumental in influencing any change which will protect and enhance the lives of children and young people in care and would welcome greater regulation. We would welcome the opportunity to discuss our findings further with yourself and would be interested to hear if our views and recommendations have been beneficial to the reform process.

Yours sincerely

Judith M. Chapman.

Councillor Judith Chapman (Chair)
On behalf of the Scrutiny Board (Children and Families)
Leeds City Council

Copy issued to constituency address.

DRAFT

DRAFT

**Scrutiny Board (Children and Families)
Safeguarding Children – Private Care Homes
8th November 2012
Report author: Sandra Newbould**



www.scrutiny.unit@leeds.gov.uk

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 8th November 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 A draft work schedule is attached as appendix 1. The work programme has been provisionally completed pending on going discussions with the Board. The work schedule will be subject to change throughout the municipal year.
- 2.2 Also attached as appendix 2 and 3 respectively are the minutes of Executive Board for 17th October 2012 and the Council's current Forward Plan.
- 2.3 A working group of the Scrutiny Board (Children and Families) met on the 18th of October to consider the report of Damian Allen, NOHA Associates 'The Leeds 'Youth Offer' - findings and propositions.' The notes of the meeting are attached as appendix 4. A number of recommendations were made at the working group meeting as detailed in the notes which will be reported to Executive Board at the December 2012 meeting. The working group also resolved that the outcome of the working group meeting should be raised at the Scrutiny Board meeting on the 8th of November 2012 to facilitate further discussion if necessary. An electronic copy of the Damian Allen report was circulated electronically to all members of the Scrutiny Board on the 18th of October 2012.

3. Recommendations

3.1 Members are asked to:

- a) Consider the draft work schedule and make amendments as appropriate.
- b) Note the Executive Board minutes and Forward Plan
- c) Consider the meeting notes and recommendations of the Youth Review Working Group of the 18th of October and make further recommendations for Executive Board to consider if required.

4. **Background papers**¹ - None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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
Inquiries		<u>Agree scope of review for **</u> 1) Private/Independent Care Homes 2) Private Fostering	<u>Evidence Gathering</u> Private/Independent Care Homes Private Fostering <u>Agree scope of review for **</u> 4) The best start – providing good foundations in early life for children to succeed
Annual work programme setting - Board initiated pieces of Scrutiny work (if applicable)	Consider potential areas of review		
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) Education Challenge		Youth Services- 26 th of July @2pm – Ken Morton Lead	Call In – Young Carers Working Group – 5 th September 10am – Civic Hall

Page 109

* Prepared by S Newbould

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

Schedule of meetings/visits during 2012/13			
Area of review	September	October	November
Inquiries	<u>Evidence Gathering</u> The best start – providing good foundations in early life for children to succeed <u>Agree scope of review for **</u> 3) Education Challenge – supporting children to achieve in Maths and English	<u>Evidence Gathering</u> The best start – providing good foundations in early life for children to succeed	<u>Evidence Gathering</u> The best start – providing good foundations in early life for children to succeed <u>Board Agree Reports*</u> <ul style="list-style-type: none"> • Private/Independent Care Homes
Exec Board Request for Scrutiny	Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs		
Recommendation Tracking			<ul style="list-style-type: none"> • Attendance Inquiry • External Placement Inquiry
Performance Monitoring	Quarter 1 performance report	Leeds Safeguarding Children – Annual Report	
Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) Education Challenge		<ul style="list-style-type: none"> • Youth Services – 2nd October @2pm – Ken Morton Lead • Youth Services – 18th October @2.30pm – Ken Morton Lead 	

Page 110

* Prepared by S Newbould

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

Area of review	Schedule of meetings/visits during 2012/13		
	December	January	February
Inquiries	<u>Board Agree Report *</u> <ul style="list-style-type: none"> Increasing the number of young people who are in EET Private Fostering 	<u>Directors Response</u> Private/Independent Care Homes	<u>Directors Response</u> NEET Report Private Fostering <u>Report to be Agreed*</u> The best start – providing good foundations in early life for children to succeed
Budget		Budget Update, Including School Budget Reform.	
Academies	The Board to consider the implications of Academies for the Local Authority and Education in general.		
Recommendation Tracking	<ul style="list-style-type: none"> Service Redesign Inquiry* Pre 2012 outstanding recommendations* 		
Performance Monitoring	Quarter 2 performance report Ofsted inspection? – Lead Steve Walker	Common Assessment Framework- To consider if improvement have been established with a view to increasing the number of CAF's undertaken. – Lead Steve Walker	
Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) Education Challenge inquiry	Inquiry Education Challenge – supporting children to achieve in Maths and English	Child Poverty Update and Recommendation Tracking Inquiry - Education Challenge – supporting children to achieve in Maths and English.	Inquiry - Education Challenge – supporting children to achieve in Maths and English Social Services Care System

Page 111

* Prepared by S Newbould

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

Area of review	Schedule of meetings/visits during 2012/13		
	March	April	May
Inquiries		<u>Directors Response</u> The best start – providing good foundations in early life for children to succeed <u>Reports to be Agreed*</u> Education Challenge – supporting children to achieve in Maths and English	
Partnership Review - Children's Trust Board	To review the performance of the Children's Trust Board.		
Budget and Policy Framework		Children and Young Peoples Plan – to be agreed by Council July 2013	
Recommendation Tracking	<ul style="list-style-type: none"> • 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) Education Challenge Inquiry		Child Poverty Update and Recommendation Tracking	

Page 112

Need to schedule Ofsted report

Updated 30th October 2012

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

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 17TH OCTOBER, 2012

PRESENT: Councillor K Wakefield in the ChairCouncillors J Blake, M Dobson, P Gruen,
R Lewis, L Mulherin and A OgilvieCouncillor R Downes – Substitute Member
Councillor C MacNiven – Substitute Member
Councillor J Procter – Substitute Member**79 Substitute Members**

Under the terms of Executive and Decision Making Procedure Rule 2.3, Councillors J Procter, R Downes and C MacNiven were invited to attend the meeting on behalf of Councillors A Carter, S Golton and L Yeadon respectively, who had all submitted their apologies for absence from the meeting.

80 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. 84 under the terms of Access to Information Procedure Rule 10.4(3) and Appendix 2 to the same report under the terms of Access to Information Procedure Rule 10.4(5) on the grounds that the information contained within the Appendices relates to the financial or business affairs of any particular person (including the authority holding that information). Specifically, Appendix 1 relates to costs which are confidential due to the competition to attract the Tour, whilst Appendix 2 includes details of the Heads of Terms of any contract between Welcome to Yorkshire and Leeds City Council. It is therefore considered that the public interest in maintaining the content of Appendix 1 and 2 as exempt outweighs the public interest in disclosing the information.
- (b) Appendix B to the report referred to in Minute No. 92 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains information relating to the financial and business affairs of GMV – Twelve and the Council. The public interest in maintaining the exemption in relation to Appendix B outweighs the public interest in disclosing the information by reason of the fact that it contains information and financial details which, if disclosed, would adversely affect the business of the Council and GMV – Twelve.

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th November, 2012

81 Declaration of Disclosable Pecuniary and Other Interests

Councillor Gruen declared an 'Other Significant Interest' in respect of the matters contained within agenda item 21, 'Basic Need Programme – Outcome of Competitions to Create Two New Primary Schools', as a member of LEAF Academy Trust (Minute No. 98 refers).

Councillors J Procter and Downes both declared 'Other Significant Interests' in respect of the matters contained within agenda items 13 'Review of Governance Arrangements in West Yorkshire', 14 'West Yorkshire Plus Transport Fund', 15 'Support to the Leeds Rail Growth Package' and 16 'New Generation Transport (NGT) Scheme', due to their respective positions on the West Yorkshire Integrated Transport Authority (Minute Nos. 90, 91, 92 and 93 refer respectively).

A further declaration was made at a later point in the meeting (Minute No. 92 refers).

82 Minutes

RESOLVED – That the minutes of the meeting held on 5th September 2012, be approved as a correct record.

LEISURE AND SKILLS

83 Garforth Leisure Centre

Further to Minute No. 205, 30th March 2011, the Director of City Development submitted a report regarding the current position in respect of the Executive Board resolution to explore the possible Community Asset Transfer (CAT) of Garforth Leisure Centre to the Schools Partnership Trust. In addition, the report also outlined new proposals relating to the status of the CAT process and details regarding the operational performance of Garforth Leisure Centre.

Prior to the meeting, Board Members had received correspondence clarifying the content of the Equality, Diversity, Cohesion and Integration Screening Document, which was appended to the report, in order to ensure that Members had all relevant information before them when considering the matter.

The Board paid tribute to the work which had been undertaken to successfully improve the operating performance of the centre, and it was suggested that a similar approach could be taken when looking to improve the performance of other centres, where appropriate.

Members highlighted the need to ensure that a collaborative and robust approach was taken when considering potential Community Asset Transfers in the future.

RESOLVED –

- (a) That the proposal to explore the potential of a community asset transfer of Garforth Leisure Centre to the School Partnership Trust be discontinued.
- (b) That Garforth Leisure Centre be retained under Council management on 58.5 hours per week.
- (c) That the Council seeks to enter into partnership with the School Partnership Trust (and other interested parties) with the aim of seeking to extend the opening hours beyond 58.5 hours per week.

84 Tour de France: The Grand Départ in Yorkshire

The Director of City Development submitted a report outlining a proposal to host the “The Grand Départ” of The Tour de France in Yorkshire. The report detailed the associated opportunities and implications and sought approval to enter into agreement with ‘Welcome to Yorkshire’ in order to bring the Tour to Leeds and to contribute towards the associated costs.

The Board highlighted the significant opportunities that the hosting of “The Grand Départ” would present for the both the city and the region. Members then discussed the potential financial implications associated with holding the event and it was agreed that Board Members and Group Leaders would receive regular updates in respect of such matters. In addition, when details of any potential routes were known, it was requested that relevant Ward Members were kept informed, as appropriate.

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

RESOLVED – That with the concurrence of the Leader of the Council, delegated authority be provided to the Chief Executive, to enter into an agreement with ‘Welcome to Yorkshire’ in order to enable Leeds City Council to confirm its commitment to staging the Grand Départ within the parameters, as outlined within the exempt appendices to the submitted report.

ADULT SOCIAL CARE

85 Strategy for Governance in Integrated Working with Health

The Director of Adult Services submitted a report regarding the means by which more integrated commissioning and service provision between NHS commissioners and service providers and their Local Authority counterparts could be encouraged and supported in the future. In addition, the report set out the intention to use the powers contained within the 2006 Health Act, in order to utilise legal flexibilities to ensure good governance and accountability for the use of public funds in the pursuit of joint improvement. Also, the report detailed the intention to have one overall Section 75 Agreement to cover all joint commissioning arrangements between Leeds City Council Adult Social

Care and NHS Leeds or its successors and outlined how other dedicated Section 75 agreements would be used to ensure good governance and accountability between providers of NHS care for specific services and their Local Authority counterparts.

RESOLVED –

- (a) That the approach to Section 75, Section 76 and Section 256 agreements for the governance and pooling of Health and Social Care resources be endorsed.
- (b) That the process for the Director of Adult Social Services to approve future agreements under the delegations afforded to her within the Council's Constitution, Officer Delegation Scheme (Executive Functions), be noted.
- (c) That it be noted that the agreements will be subject to formal review every 3 years, but monitored annually during this time in order to assure their continuing relevance and effectiveness.

RESOURCES AND CORPORATE FUNCTIONS

86 Financial Health Monitoring 2012/13 - Month 5 Report

The Director of Resources submitted a report setting out the Council's projected financial health position for 2012/2013 after five months of the financial year.

RESOLVED – That the projected financial position of the authority after five months of the financial year be noted.

87 Financial Strategy 2013 to 2017

The Director of Resources submitted a report regarding the development of a medium to long term financial strategy for the Council, providing information on the Government's technical consultation exercise upon Business Rates Retention and highlighting the potential implications for the Council's financial strategy.

Concerns were raised in respect of the funding of the Government's New Homes Bonus initiative, and the significant implications it potentially had for Local Authorities such as Leeds. Members also highlighted the important role to be played by brownfield development in respect of housing provision in Leeds. In response, it was agreed that cross-party representations were made to Government in relation to the issues which had been raised.

Responding to an enquiry, the Board was provided with assurances regarding departmental spending levels, and it was highlighted that such spending levels had not increased in real terms.

RESOLVED –

- (a) That the contents of the submitted report, together with the response to the Technical Consultation, as detailed within Appendix 2, be noted.

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th November, 2012

- (b) That it be noted that a further report on the development of the Council's financial strategy will be submitted to the December 2012 meeting of the Board as part of the Council's Initial Budget proposals for 2013/2014.
- (c) That an all-party letter be submitted to Government regarding the issues which had been raised during the meeting in relation to the New Homes Bonus initiative.

88 Leeds City Region Business Rates Pool

The Director of Resources submitted a report regarding the development of the proposed Leeds City Region (LCR) business rates pool, outlining the benefits of pooling and seeking approval for Leeds to act as the "lead authority" for the LCR pool.

Prior to the meeting, Board Members had received correspondence clarifying the content of the Equality, Diversity, Cohesion and Integration Screening Document, which was appended to the report, in order to ensure that Members had all relevant information before them when considering the matter.

RESOLVED –

- (a) That the inclusion of Leeds within the final pooling proposal, to be submitted on behalf of the Leeds City Region, be approved.
- (b) That the governance arrangements, as appended to the submitted report be approved in principle, and that the responsibility for finalising detailed matters be delegated to the Director of Resources.
- (c) That it be agreed that Leeds should act as the "lead authority" for the proposed pool.
- (d) That a further report be presented to the December 2012 Board meeting, once the 2013/2014 funding details are known, so that a final decision on whether to go ahead can be taken.

89 Community Right to Challenge

Further to Minute No. 221(C), 7th March 2012, the Director of Resources submitted a report providing an update on the Community Right to Challenge initiative, whilst also facilitating an opportunity for the Board to consider how the Council would implement the legislation within the Localism Act 2011.

Members highlighted the need to ensure that community organisations were fully engaged in the proposed process, and that, in progressing this matter, it was requested that a further report be submitted to the Board on how the Council was engaging more proactively with community organisations in respect of service provision.

RESOLVED –

- (a) That the publication of the Localism Act 2011 regulations, be noted.
- (b) That the following proposed approach to decisions upon Community Right to Challenge expressions of interest be endorsed:-
 - (i) PPPU/PU and directorates jointly consider any expression;
 - (ii) Relevant Members are consulted and the Executive Board Member who is responsible for the service area that is being considered in the expression of interest may refer the expression to Executive Board for a decision;
 - (iii) Liaison is undertaken with Area Leadership;
 - (iv) A report is provided jointly by the PPPU/PU lead and the directorate, taking account of feedback;
 - (v) The Chief Officer PPPU and Procurement approves the report
 - (vi) The relevant Director makes a decision on an expression, except where referred to Executive Board.
- (c) That it be noted that the relevant schemes of delegation will need to be amended to reflect the proposals detailed within resolution (b) above.
- (d) That the proposed approach towards engagement, as referred to within paragraph 3.3 of the submitted report, be supported.
- (e) That a further report be submitted to the Board on how the Council was engaging more proactively with community organisations in respect of service provision.

90 Review of Governance Arrangements in West Yorkshire

The Assistant Chief Executive (Customer Access and Performance) and the Director of City Development submitted a joint report seeking authority for a statutory review of specified functions to be undertaken with the intention of a further report being prepared in due course to include a draft Scheme of Governance for a Combined Authority, should the Review conclude that this was the most beneficial option for the area, and that it satisfied the statutory tests.

By way of an introduction to the report, the Chief Executive advised that although the primary focus of the proposals was upon transport provision, potentially it could also relate to wider arrangements aimed at the promotion of economic development and regeneration in West Yorkshire. The Board was also informed that York City Council had expressed an interest in being more formally involved in the potential establishment of a Combined Authority for the area.

The suggestion was welcomed that a cross-party approach would be taken in respect of the further work to be carried out on the potential establishment of a Combined Authority.

RESOLVED –

- (a) That it be agreed that the Council should be party, together with other West Yorkshire Authorities (including the ITA), to a Review of governance arrangements relating to transport, economic development and regeneration in West Yorkshire, pursuant to Section 108 of the Local Democracy, Economic Development and Construction Act 2009 and Section 82 of the Local Transport Act 2008.
- (b) That the Chief Executive in consultation with the Leader be authorised to commission the preparation of the Review, in consultation with the other West Yorkshire Authorities.
- (c) That the Chief Executive in consultation with the Leader be authorised to commission the preparation (in consultation with the other West Yorkshire Authorities) of a draft Scheme for a Combined Authority for consideration by Executive Board and Council, if the Review recommends that a Combined Authority would be the most beneficial option for West Yorkshire.
- (d) That the provisional timetable and next steps on the governance review process be noted, including, if appropriate, the submission of a draft Scheme to Executive Board and Council by January 2013 and a final scheme which takes account of consultation and submitted to the Secretary of State by July 2013, in order to be in a position by April 2014 to receive significant devolved powers and funding via the City Deal.

DEVELOPMENT AND THE ECONOMY

91 West Yorkshire Plus Transport Fund

The Director of City Development submitted a report providing an update upon the progress made to date in developing a West Yorkshire Transport Fund and which sought approval to continue the development work, which would enable authorities to confirm the setting up of the Fund and the associated 10 year programme later this year.

Responding to an enquiry, assurances were provided regarding the timescales in place for the fund to reach £1billion and the primary funding sources involved.

RESOLVED –

- (a) That the contents of the submitted report and appendix be noted.
- (b) That the further development and progression of the work on the West Yorkshire Plus Transport Fund be agreed.

92 Support to the Leeds Rail Growth Package

The Director of Resources and the Director of City Development submitted a joint report seeking in principle agreement to the Council providing financial assistance to support the delivery of the Leeds Rail Growth Package.

The Board was informed by the City Solicitor that the relevant legal powers detailed within the report under which the financial assistance was being proposed was Section 3 of the Local Authorities (Land) Act 1963. However, Members noted that those powers only covered loans where the person to whom the money was advanced undertook the work. In this instance it would be Metro who built the rail infrastructure, rather than the owner/developer involved. Therefore, the powers in Section 3 would only be appropriate where the recipient of the loan undertook the works, and insofar as this was not the case, then the appropriate power was the new general power of competence within the Localism Act 2011.

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

RESOLVED – That in principle agreement be given to the Council providing financial assistance to support the delivery of the Leeds Rail Growth Package, but that this be subject to the finalisation of the agreement of terms and conditions which ensure that the Council's position is as secure as possible, and that final agreement be sought from Executive Board.

(Prior to the consideration of the exempt appendix to this item and the subsequent resolutions made by the Board, Councillor Wakefield vacated his position of Chair and left the meeting room for the remainder of the discussion. This was due to Councillor Wakefield's potential decision making role with respect to the Growing Places Fund, and wanted to avoid any perception of bias or predetermination on this matter. Councillor Blake assumed the position of Chair for the duration of the discussion upon the exempt appendix and the subsequent making of the resolutions).

93 New Generation Transport (NGT) Scheme

Further to Minute No. 220, 18th May 2011, the Director of City Development submitted a report providing an update on the New Generation Transport (NGT) scheme following the Department for Transport's confirmation of Programme Entry Approval. In addition, the report sought approval to a capital programme injection and spend which would enable a Transport and Works Order to be submitted to the Secretary of State for Transport for powers to construct and operate the scheme.

It was requested that when appropriate, political groups received briefings in respect of the proposals regarding route alignments.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That authority be given to spend £1,200,000 from within the existing Capital Programme in order to progress the scheme which would enable a Transport and Works Order to be submitted to the Secretary of State for Transport for powers to construct and operate the scheme.

94 Planning Applications Highways issues (White Paper 16)

Further to Minute No. 235, 11th April 2012, the Director of City Development submitted a report providing an update on the further four month trial period undertaken in relation to Ward Member notification of planning applications on which Highways had been consulted. The report included Member feedback received on the success and value of the process and sought agreement to the continuation of the current notification process without further modification.

RESOLVED –

- (a) That the issues raised during the further four month Member consultation trial period and the views raised from the Member feedback exercise, be noted.
- (b) That it be agreed that the current process be adopted in its current format.
- (c) That it be noted that amended processes to improve public engagement at the pre-application stage have been proposed by the Chief Planning Officer with support from the Executive Member for Neighbourhoods, Planning and Support Services and that such proposals were noted at Full Council on 12 September 2012.

ENVIRONMENT

95 Green Deal Go Early

The Director of Environment and Neighbourhoods submitted a report providing an update on a recently announced grant opportunity for energy efficiency improvements, linked to the City Deal. In addition, the report sought authority to spend a capital grant of £1,280,000 on energy efficiency grants and loans in 2012-2013 and to make a contingency budget of £10,000 available in 2013-14. The report also sought approval for the proposed approach towards the targeting and marketing of the grants and loans.

RESOLVED –

- (a) That the proposed delivery approach, as described within section 3 of the submitted report, be approved.
- (b) That approval be given to use the outcome of the current Leeds City Region Domestic Energy Efficiency Programme (LCR DEEP) tender process to award contract(s) to the highest scoring bidder(s) to manage and deliver each of the lots that make up the different elements of this project.
- (c) That approval be given to the injection of, and the authority to spend the Department of Energy, Climate and Change grant of £1,278,400 on a mixture of grants and loans for energy efficiency measures, together with associated administration costs.

- (d) That approval be given to move £10,000 of the existing 'Wrap Up Leeds' budget from 2012-2013 to 2013-2014, as contingency for up to 20 small grants.
- (e) That the necessary authority be delegated to the Director of Environment and Neighbourhoods to take operational decisions in order to ensure that the grant is fully disbursed.
- (f) That approval be given to ring-fence the loan repayments in an account to be spent on future domestic energy efficiency projects, particularly preparing for the Green Deal and tackling fuel poverty.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

96 Gambling Act 2005 Statement of Licensing Policy

The Head of Licensing and Registration submitted a report advising of the progress made in respect of the triennial review of the Gambling Act 2005 Statement of Licensing Policy and which sought approval for the matter to be referred to full Council for approval in accordance with the Budget and Policy Framework.

RESOLVED – That the contents of the submitted report be noted and that the matter be referred to the 14th November 2012 full Council meeting for approval, in line with the Budget and Policy Framework.

(The resolutions referred to within this minute were not eligible for Call In, as the ultimate determination of such matters are reserved to Council, in line with the Council's Budget and Policy Framework)

97 Review of ALMO Arrangements

Further to Minute No. 111, 3rd November 2010, the Assistant Chief Executive (Customer Access and Performance) submitted a report setting out the background to the review of housing management services in Leeds and the proposal to extend the Management Agreements with the ALMOs for up to an additional year.

Responding to an enquiry, the Board was provided with assurances regarding the inclusive approach towards communication and consultation which would be undertaken with tenants and Elected Members in respect of any proposals regarding future ALMO arrangements.

RESOLVED –

- (a) That a report be submitted to the December 2012 Executive Board meeting, in order to consider the option(s) for the future governance and delivery arrangements for the management of council housing in Leeds, prior to wider consultation on the future direction.
- (b) That an extension in the term of contract for the ALMOs for a period of up to one year be agreed, in order to allow time for the review to be concluded and any current arrangements implemented.

CHILDREN'S SERVICES

98 Basic Need Programme - Outcome of competitions to Create two new Primary Schools

Further to Minute No. 181, 4th January 2012, the Director of Children's Services and the Director of Environment and Neighbourhoods submitted a joint report on the outcome of two competitions held to establish new primary schools in Harehills and South Leeds. The report outlined a recommendation relating to the preferred bidders to run the new schools, a final decision for which was required to be made by no later than 20th October 2012.

The Board noted that representations had been received from one organisation who had submitted a bid, but who had not been identified as one of the organisations recommended to run one of the schools. The representations were in relation to some perceived inaccuracies within the submitted Executive Board report. Prior to discussing the matter, the Board was provided with details of the perceived inaccuracies and also provided with the accompanying responses from Children's Services.

Members raised concerns regarding the increasing number of children starting school across the city and the pressures which as a result were being placed upon school places and education provision. In response it was suggested that Ward Members were invited to become further involved in the work which was ongoing to address this issue.

Responding to an enquiry, the Board was provided with assurances regarding the proposal to close of the Stanley Road Household Waste Sorting Site, specifically in respect of the alternative provision which would be available to service users in the area.

RESOLVED –

- (a) That approval be given for the Co-Operative to be the party to open the new 420 place primary school with 26 place FTE nursery at Florence Street, Harehills, to open in September 2013 and to serve families in that area.
- (b) That approval be given for the The Learning Trust South Leeds to be the party to open the new 420 place school with a 26 place nursery on land at the former South Leeds Sports Centre, and to open in September 2014 and serve families in that area.
- (c) That the closure of the Stanley Road Household Waste Sorting Site be approved, and that agreement be given to the site's incorporation into the Harehills school design (in accordance with section 3.10 of the submitted report).

(The matters referred to within this minute were not subject to Call In, as a decision was required within two months of the end of the 'summary of bids')

notice period, which was no later than 20th October 2012. Therefore, due to the timescales involved, this matter was not subject to Call In)

DATE OF PUBLICATION: 19TH OCTOBER 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 26TH OCTOBER 2012 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 29th October 2012)

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th November, 2012



**NOTIFICATION OF KEY DECISIONS
(Children and Families Scrutiny Board
8th November 2012)**

10 September 2012– 24 October 2012

What is the ‘Notification of Key Decisions’?

The Notification of Key Decisions is a list of the key decisions the Authority intends to take or has taken since 10th September 2012. The document is updated as often as required. Details of each key decision will be available to the public 28 clear days before the decision is due to be taken.

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 one or more wards.

Article 13 of the Council’s Constitution provides more details about which decisions will be treated as key decisions.

What does the Notification of Key Decisions tell me?

This document gives information about:

- what key decisions are due to be taken by the authority
- when those key decisions are likely to be made
- who will make those decisions
- what consultation will be undertaken
- the documents that will be considered by the decision maker and where these can be accessed, and how other documents which may become available to the decision maker at a later date can be requested

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?

The contact details of a lead officer are provided for each key decision listed in the Plan. In addition, the last page of this document gives a complete list of all Executive Board members. If you are unsure how to make contact, please ring Leeds City Council on 0113 222 4444 and staff there will be able to assist you.

How do I get copies of the documents being considered by the decision maker?

This document lists the documents (meaning any report or background papers, other than those only in draft form) which will be taken into consideration by the decision maker in relation to any key decision.

The agenda papers for Executive Board meetings¹, and the documents being considered by officers taking key decisions², are available five working days beforehand on the Council's website (using the links below) and from the following address:

Governance Services, 4th Floor West, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 39 52194 / Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

¹ <http://democracy.leeds.gov.uk/ieListMeetings.aspx?CId=102&Year=2012>

² <http://democracy.leeds.gov.uk/mgDelegatedDecisions.aspx?bcr=1&DM=4>

If you wish to obtain copies or extracts of any other listed documents you should contact the lead officer for the particular key decision named within this document. Other documents relevant to the key decision may be submitted to the decision maker at any time before the decision is made. If you wish to receive details of those documents as they become available, please contact the lead officer for the particular key decision named within this document.

Sometimes 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 ‘Notification of Key Decisions’?

This document can be found on the Leeds City Council website.

About this publication

For enquiries regarding this document please e-mail: cxd.corporategovern@leeds.gov.uk or telephone: 0113 39 51712.

Visit our website www.leeds.gov.uk for more information on council services, departments, plans and reports.

This publication can also be made available in Braille or audio cassette. Please call: 0113 22 4444.

If you do not speak English and need help in understanding this document, please phone: 0113 22 4444 and state the name of your language. 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 फ़ोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फ़ोन 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 توجہ (انٹر پریٹر) سے رابطہ کریں گے۔

NOTIFICATION OF KEY DECISIONS

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Contract with Leeds Community Healthcare Request to waive Contracts Procedure Rule 13 and enter into a new contract with Leeds Community Healthcare.	Director of Children's Services	1/10/12	n/a	Waiver Report	Paul Bollom, Interim Lead Commissioner for Children's Services paul.bollom@leeds.gov.uk
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 1 st March 2012 with the option to extend for a further 2 years if so required.	Director of Environment and Neighbourhoods	1/10/12	Parks and Countryside, Procurement Unit.	Tender Returns	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
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	1/10/12	Staff, Trade Unions	Delegated Decision Report and relevant structure charts	Nigel Richardson, Director of Children's Services nigel.richardson@leeds.gov.uk
Reinstatement works following fire damage at Temple Newsam Farm Authority to spend from insurance fund.	Director of City Development	1/10/12	Corporate Procurement Unit, Insurance Section, Ward Members, Executive Member for Leisure	Design and Cost Report	Anne Chambers, Head of Corporate Property Management anne.chambers@leeds.gov.uk
Schools devolved formula capital budgets 2012/13 Approval to carry out capital works and incur expenditure at Leeds schools, to be funded by Devolved Formula Capital Grant.	Director of Children's Services	1/10/12	Schools (excluding VA schools and Academies)	Design and cost report	Charlotte Foley, Lead Officer for the Built Environment charlotte.foley@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Troubled Families Programme Approval of initial spending profile for Troubled Families programme. Approximately £2.3 million will be made available to Leeds from the DCLG in 2012/13 to work with families to positively impact on a range of issues including worklessness, crime, anti-social behaviour and school attendance.</p>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<p>Consultation on the direction of travel of the troubled families programme, including an outline of an options appraisal for spending have been presented to Corporate Leadership Team, Children's Service Leadership Team, Children's Trust Board, Safer Leeds Executive and the Troubled Families Programme Board.</p>	<p>Programme Board Mandate, Troubled Families Financial framework, Options Appraisal (to follow)</p>	<p>Jim Hopkinson, Head of Service - Targeted Services jim.hopkinson@leeds.gov.uk</p>
<p>Youth Contract: Support for 16-17 year olds who are not in education, Employment or Training To approve £815k of fully funded expenditure into the Children's Services 12-13 budget.</p>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<p>Elected Members</p>	<p>Funding Letter</p>	<p>Ken Morton, Head of Service - Young People & Skills ken.morton@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Youth Inclusion Projects, Inclusion Service, Substance Misuse Treatment To agree the waiver of Contract Procedure Rule 13 to enter into contracts for the provision of: Youth Inclusion Projects; Inclusion Services; and Substance Misuse Treatment.</p>	<p>Director of Children's Services</p>	<p>1/10/12</p>	<p>Children's Services Directorate, Procurement Unit, Chief Officer Concerned</p>	<p>Proposals from the existing contracted providers</p>	<p>Iain Dunn, Strategic Category Manager iain.dunn@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Award of contract for Targeted Information, Advice and Guidance (IAG) Service for young people The award of a contract to the successful applicant in the procurement of a Targeted IAG Service for young people. Contract for 1st April 2013- 31st March 2015, with 3 extension periods of 1 year.</p>	<p>Director of Children's Services</p>	<p>1/11/12</p>	<p>Children's Services Leadership Team – w/c 26/11/12. Consultation that has already taken place:</p> <ul style="list-style-type: none"> • An event for stakeholders, including elected members, to be involved in planning to shape the new service took place in January 2012. • A soft market testing exercise has been conducted with the market place to seek their views on contracting models. • Consultation took place with young people Feb – April 2012. • Consultation with voluntary sector representatives from Young Lives Leeds on 25th July 2012. 	<p>Contract award report</p>	<p>Mary Brittle, Commissioning Programme Manager (Learning & Skills)</p> <p>mary.brittle@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Inclusion Support for Disabled children, young people and parent carers Request to award a 3(+1+1) year contract from 1st April 2013 for the provision of the Leeds Inclusion Support Service to the successful bidder following competitive tendering exercise</p>	<p>Director of Children's Services</p>	<p>1/11/12</p>	<p>Extensive consultation with stakeholders, including disabled children and their families has been undertaken. Further consultation will take place with providers as part of the procurement exercise. Regular briefings will take place for the Executive and Lead Member for Children's Services.</p>	<p>Delegated Decision Report</p>	<p>Paul Bollom, Interim Lead Commissioner for Children's Services paul.bollom@leeds.gov.uk</p>
<p>Transfer of Gypsy and Traveller site into the Housing Revenue Account The report sets out the proposals to transfer the income and expenditure of the Gypsy and Traveller site into the Housing Revenue Account</p>	<p>Director of Environment and Neighbourhoods</p>	<p>Between 1/11/12 and 30/11/12</p>	<p>Ward Members</p>	<p>EIA Screening</p>	<p>Megan Godsell, Housing Policy Manager megan.godsell@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>A strategic review of the Leeds " Youth Offer" To delegate a budget from April 2013 to Area Committees so that they can commission activities (places to go, things to do for young people) which engage young people.</p> <p>To restructure the Youth Service and end their 'generalist' role within the overall Youth Offer, to have a clearly defined delivery role, which better meets more targeted need, whilst enshrining the significance of professional youth work.</p> <p>To determine if resource available for youth work which meets more targeted need should be subject to competition</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>7/11/12</p>	<p>A consultant has conducted an elected member led review engaging with over 40 stakeholders sessions with elected members, young people, staff and voluntary and community faith partners.</p> <p>The principles and propositions from the review will be widely circulated with responses fed into the review.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Ken Morton, Head of Service - Young People & Skills</p> <p>ken.morton@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>East Moor Secure Children's Home Inject £12.55 million DfE grant allocation into the City Council's Capital Programme for the replacement of East Moor Secure Children's Home and incur capital expenditure against the scheme.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>7/11/12</p>	<p>Elected Members, Public consultation evenings, OfSTED, Youth Justice Board.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Sarah Sinclair, Chief Officer for Strategy, Commissioning and Performance sarah.sinclair@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Jobs, skills and business opportunities through Council contracts The approval of a policy framework to include employment, skills and supply chain provisions within Council Procurement. The recession has impacted the number and type of jobs that are available to local people. The Council is well placed as a buyer of goods and services to promote employment, skills and supply chain opportunities within the contracting process and support communities within its area to access these.</p>	Executive Board Portfolio: Leisure and Skills	7/11/12	Key suppliers of a wide range of goods and services were consulted through the Scrutiny Board inquiry concluding in May 2012.	The report to be issued to the decision maker with the agenda for the meeting Scrutiny Inquiry Report of the Scrutiny Board (Sustainable Economy and Culture) "Maximising Powers to Promote, Influence and Create Local Employment and Skills Opportunities"	<p>Sue Wynne, Chief Officer Employment & Skills</p> <p>sue.wynne@leeds.gov.uk</p>
<p>Rugby Union World Cup 2015 To approve the contract with Rugby Union World Cup 2015 to act as host city.</p>	Director of City Development	15/11/12	Executive Member for Leisure.	Delegated decision report	<p>Catherine Blanshard, Chief Libraries, Arts and Heritage Officer, Learning and Leisure</p> <p>catherine.blanshard@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Education Funding Agency Grant Agreement The signing of the grant agreement with the Education Funding Agreement to fund the maintained schools 6th form provision, bursaries and post 16 SILC provision.</p>	Director of Children's Services	21/11/12	Procurement Unit, Legal Services	Grant agreement	<p>Iain Dunn, Strategic Category Manager</p> <p>Iain.Dunn@leeds.gov.uk tel: 07891 271662</p>
<p>White Rose Fostering Framework Contract The award of the contracts for the White Rose Fostering Framework Contract</p>	Director of Children's Services	21/11/12	Procurement Unit, Legal Services	Grant Agreement	<p>Iain Dunn, Strategic Category Manager</p> <p>iain.dunn@leeds.gov.uk Tel:07891 271662</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Fire Safety Works in Schools 2012-13 Approval to Phase 2 of a programme of fire safety works at schools at an estimated cost of £758,000. This work is to commence during the financial year 2012-13 and approval is sought to incur expenditure. The design of this phase of the programme is underway.</p>	<p>Director of Children's Services</p>	<p>1/12/12</p>	<p>Consultation regarding individual works has been and will continue to be undertaken with the individual schools. There is no requirement for resident or public consultation as these are internal building adaptations that will not require a formal planning application or impact the local community</p>	<p>Design and cost report</p>	<p>Charlotte Foley, Lead Officer for the Built Environment charlotte.foley@leeds.gov.uk Tel: 2143936</p>
<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>12/12/12</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, Capacity Planning and Sufficiency Lead 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
Schools Funding - Changes to the way schools are funded To agree the new factors to approve school funding formula's	Executive Board Portfolio: Children's Services	12/12/12	Schools Forum, Governing Bodies	The report to be issued to the decision maker with the agenda for the meeting	Simon Darby, School Funding and Initiatives Team Leader simon.darby@leeds.gov.uk
Tropical World Refurbishment To approve the design and cost report for the proposed Tropical World refurbishment.	Executive Board Portfolio: The Environment	12/12/12	Consultation will commence once Executive Board have agreed in principle to inject funds into a capital scheme	The report to be issued to the decision maker with the agenda for the meeting	Sean Flesher, Head of Parks and Countryside sean.flesher@leeds.gov.uk

MEMBERSHIP OF THE EXECUTIVE BOARD

Executive Board Portfolios

Leader of Council

Deputy Leader and Executive Member for Children's Services

Deputy Leader and Executive Member for Neighbourhoods, Planning and Support Services

Executive Member for Leisure and Skills

Executive Member for Development and the Economy

Executive Member for the Environment

Executive Member Adult Social Care

Executive Member for Health and Well Being

Executive Member

Councillor Keith Wakefield

Councillor Judith Blake

Councillor Peter Gruen

Councillor Adam Ogilvie

Councillor Richard Lewis

Councillor Mark Dobson

Councillor Lucinda Yeadon

Councillor Lisa Mulherin

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.

Scrutiny Board (Children and Families)

Youth Services: Working Group Meeting: 18th October 2012

Appendix 4

Jacqueline Ward

Cllr Alan Lamb

Cllr Bob Gettings

Officers and Representatives

Ken Morton – Head of Service Young People and Skills

Paul Brennan – Deputy Director Children’s Services

Sandra Newbould – Principal Scrutiny Advisor

Apologies Taira Kayani
Cllr Alex Sobel
Cllr Pat Latty
Christine Raftery
Celia Foote

No.	Item	Action
1	<p>Attendance</p> <p>The attendance and apologies as above were noted.</p> <p>The Chair welcomed everyone to the meeting.</p>	
2	<p>Minutes of previous Meetings</p> <p>Accepted with amendment to paragraph 2 on page 3 which now reads ‘With regard to places to go and things to do, the method of funding, which could be via grant allocation, has yet to be decided.’</p>	
3	<p>Matters Arising</p> <p>None</p>	
4	<p>Introduction</p> <p>The Chair requested that the working group be advised on the updated position since the meeting on the 2nd of October and requested that the working group focus on the following.</p> <ul style="list-style-type: none"> • Whether sufficient and robust consultation had been undertaken. • The content of the report itself, particularly the main findings, principles, propositions, stakeholder feedback and recommendations specified. <p>The working group were advised that the Damian Allen report with a report of the Director of Children’s Services is now scheduled to be presented to Executive Board December 2012.</p>	

5	<p>Questions, Statements and Outcomes</p> <p>The method for gathering evidence was explained to the working group with a full list of stakeholders visits and interviews listed at appendix 1. The working group were further advised that more detailed discussions at a local level and cluster level would be undertaken once Executive Board had been presented with the Damian Allen report in December.</p> <p>The working group made the following observations:</p> <ul style="list-style-type: none"> • Elected member consultation was inadequate and not representative of the political spectrum. It was suggested that further consultation be undertaken with the following: <ul style="list-style-type: none"> ○ Chair of the Children and Families Scrutiny Board ○ Children’s Champions ○ Shadow Exec/Lead members in opposition groups. ○ Members who sit of the Children’s Trust Board <p>It was also suggested that consultation be extended to charitable organisations who work extensively with young people such as the Salvation Army.</p> <ul style="list-style-type: none"> • The working group felt that the Council should not commit to any further expenditure with the Damian Allen for the additional consultation work identified. • Further consultation needed to take place as quickly as possible to avoid further delays in the process. • The report as it stands is considered to be incomplete until further consultation has taken place and therefore it is recommended that it is not yet shared with the wider public. <p>It was explained to the working group that consultation was scheduled to occur at an all party working group session. However the meeting did not taken place and a subsequent meeting was never arranged.</p> <p>The Damian Allen report this was perceived as a ‘starting block’ for transformation by the working group. The working group stated that it contained information that some may disagree with depending on knowledge of provision in their locality and their experience of the youth service, however the working group stated that they were broadly in agreement with the content of the report which reflected many of the observations made by working group in previous meetings.</p> <p>The working group also made the following statements and observations with regard to the content of the report :</p>	

	<ul style="list-style-type: none"> • That the recommendations should be prioritised. The working group considered that recommendations 8,13,14,15,16,20 and 22 are of greatest importance. • Provision of service managed by Area is welcomed to supply a service that meets local need. • There is a lack of clarity in the governance, relationships and linkages that would exist between Clusters and Area Committees/Management and also Children’s Services. • The working group agreed that universal and targeted services need to be clearly defined. • More importantly the working group stressed the importance of getting the transformation right and taking the appropriate time to do this. <p>The working group stated that where responsibility for service delivery is to be devolved to the localities that the appropriate resource, staff or financial, should be allocated to support this. It was felt that Area Management team resources are already stretched. The group were reassured that this would be provided and that work has already started to look at how resources may be allocated. Officers were advised that some areas already work well and therefore would require a ‘lighter touch’ in the change process.</p> <p>The working group highlighted that there needs to be a balance in meeting the needs of an area and the needs of a child, stating that there are children who need intensive support in wards that are perceived to be the more affluent areas, therefore support networks are required across the whole city.</p> <p>The group welcomed the suggestion of Youth Work Improvement Units and expanding the number of advanced practitioners within the Youth Service.</p>	
6	<p>Further Action</p> <ul style="list-style-type: none"> • The working group concluded that the outcome of this meeting should be reported to the full Scrutiny Board at its meeting on the 8th of November 2012. It will be raised under the work programme. • The working group also resolved that their conclusions from this meeting be reported to the December Executive Board for their consideration. These are as follows: <ul style="list-style-type: none"> ○ The Scrutiny Board are broadly in agreement with the observations and recommendations made by Damian Allen. ○ The Scrutiny Board consider that further consultation is required with a wider range of Elected Members and VCFS organisations. ○ The Scrutiny Board does not recommend any 	SN

	<p>further expenditure should be made in consultancy fees to undertake the recommended consultation.</p> <ul style="list-style-type: none"> ○ That the report is not circulated to the wider public until such time as further consultation is undertaken and feedback has been evaluated. ○ That recommendations are prioritised. The Scrutiny Board recommend that these are 8,13,14,15,16,20,and 22 in the consultants report. ○ That the Executive Board is clearly advised of the proposed responsibilities, relationships and governance arrangements of Clusters, Area Management and Children’s Services with regard to Youth provision. ○ That the Executive Board are provided with a defined overview of Universal and Targeted Youth provision and clarity on who will be responsible for the provision of services. 	
7	<p>Future Meeting Dates</p> <p>No future meeting arranged.</p>	