



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 13th February, 2014 at 9.45 am

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

MEMBERSHIP

Councillors

- J Akhtar - Hyde Park and Woodhouse;
- J Chapman (Chair) - Weetwood;
- J Elliott - Morley South;
- C Gruen - Bramley and Stanningley;
- A Lamb - Wetherby;
- P Latty - Guiseley and Rawdon;
- K Mitchell - Temple Newsam;
- 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)
- Mr A Graham - Church Representative (Church of England)
- Ms A Craven - Parent Governor Representative (Primary)
- Ms J Ward - Parent Governor Representative (Secondary)

Co-opted Members (Non-Voting)

- Ms C Foote - Teacher Representative
- Vacancy - Teacher Representative
- Ms S Hutchinson - Early Years Representative
- Ms J Morris-Boam - Young Lives Leeds (0-13 age group)
- Ms T Kayani - Young Lives Leeds (13-19 age group)

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Produced on Recycled Paper

A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 12 DECEMBER 2013</p> <p>To confirm as a correct record, the minutes of the meeting held on 12 December 2013.</p>	1 - 6
7			<p>UPDATE ON CHILDREN'S SERVICES IMPROVEMENT ACTION PLAN</p> <p>To consider a report from the Director of Children's Services providing an update on the 'Nine Point' plan which was developed after consultation with children and young people, staff and other stakeholders.</p>	7 - 14
8			<p>FRAMEWORKI IMPLEMENTATION</p> <p>To consider a report from the Director of Children's Services providing an update on the implementation of the Children's Services Social Work system, Frameworki.</p>	15 - 18

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>RECOMMENDATION TRACKING - EXTERNAL PLACEMENTS</p> <p>To consider a report from the Head of Scrutiny and Member Development setting out the progress made in relation to recommendations arising from the External Placements Scrutiny Inquiry.</p>	19 - 26
10			<p>RECOMMENDATION TRACKING - IMPROVING SCHOOL ATTENDANCE</p> <p>To consider a report from the Head of Scrutiny and Member Development setting out the progress made in relation to recommendations arising from the Improving School Attendance Scrutiny Inquiry.</p>	27 - 40
11			<p>WORK SCHEDULE</p> <p>To consider the Scrutiny Board's work schedule for the 2013/14 municipal year.</p>	41 - 78
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 13 March 2014 at 9.45am (Pre-meeting for all Board Members at 9.15am)</p>	

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 12TH DECEMBER, 2013

PRESENT: Councillor J Chapman in the Chair

Councillors J Akhtar, K Bruce, D Coupar,
J Elliott, C Gruen, A Lamb, M Rafique and
K Renshaw

CO-OPTED MEMBERS (VOTING)

Mr E A Britten – Church Representative (Catholic)

Mr A Graham – Church Representative (Church of England)

Ms A Craven – Parent Governor Representative (Primary)

Ms J Ward – Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING)

Ms C Foote – Teacher Representative

Ms J Morris-Boam – Young Lives Leeds (0-13 age group)

57 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 information:

Agenda item 9, Budget update April to October 2013/14 and Budget Proposals for 2014/15

(Minute No. 63 refers)

The above information was not available at the time of agenda despatch and has subsequently been made available on the Council's website.

58 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

59 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors P Latty, A Sobel, B Urry, K Mitchell and Co-opted Members Ms S Hutchinson – Early Years Representative and Ms T Kayani – Young Lives Leeds (13-19 age group). Councillor A Sobel was substituted by Cllr D Coupar. Councillor K Mitchell was substituted by Cllr K Bruce

60 Minutes - 14 November 2013

RESOLVED – That the minutes of the meeting held on 14 November 2013 be approved as a correct record.

Draft minutes to be approved at the meeting
to be held on Thursday, 16th January, 2014

61 Cluster Inquiry - Session 2

The Head of Scrutiny and Member Development submitted a report providing an overview of the evidence to be presented at Session 2 of the Cluster inquiry.

The following information was appended to the report:

- CYPP Key indicator dashboard – City Level April and September 2013
- CYPP Key indicator dashboard – Cluster Level April and September 2013
- Monthly Obsession tracker by Cluster
- Number and rate of young people who are NEET by Cluster
- Children and Young people are safe from harm – October 2013
- Sharing best practice within and across clusters
- Working together to safeguard children, supporting effective early intervention and prevention services in clusters
- Challenges and socio-economic impacts by cluster

The following representatives were in attendance and responded to Members' queries and comments:

- Nigel Richardson, Director of Children's Services
- Ken Morton - HOS Young People and Skills
- Jim Hopkinson - Head of Service Childrens Services Targeted Services
- Martin Fleetwood – Chair of Schools Forum
- Martin Stenton – Area Head of Targeted Services
- Melanie Robinson – Targeted Service Leader
- Simon Toyne - Targeted Service Leader

The key areas of discussion were:

- The data available to Clusters to inform priorities and highlight challenges
- Recent evidence from School inspections which refer to the value of cluster working.
- Progress of Clusters in tackling obsessions
- The challenges for Clusters with regard to partnership engagement, cross boundary working, performance, benchmarking and data comparison.
- Best practice models for Clusters and sub groups
- Mechanisms for monitoring investment and spending
- Case examples of partnership approaches to working with families and sharing best practice

RESOLVED –

The Scrutiny Board (Children and Families):

- a) Noted and considered the information contained and referenced in the report and presented verbally to the Board.
- b) In addition to session 3, requested a further working group session in February 2014 to reflect on evidence.

62 Update on the development of the offer to kinship carers in Leeds

The Director of Children's Services submitted a report which provided an update on the development of the corporate offer to Leeds kinship carers and the review of the Kinship Care (Family and Friends) Policy

The following information was appended to the report:

- Formal and informal arrangements where children and young people live with Kinship Carers.
- Leeds City Council, Kinship Care (Family and Friends) Policy Draft V15 (6Nov13)

The following representatives were in attendance and responded to Members' queries and comments:

- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director of Children's Services, Safeguarding, Specialist and Targeted Services
- Sarah Johal – Service Delivery Manager

The key areas of discussion were:

- That the work undertaken by Leeds is attracting positive national attention.
- The strategy for communicating with members of the public who are kinship carers.
- Allowance and financial support mechanisms for formal and informal kinship arrangements.

RESOLVED –

The Scrutiny Board (Children and Families):

- a) Noted the developments and supports the work towards providing the offer to kinship carers in Leeds.
- b) Welcomed the draft policy and supports the ongoing development and implementation of the policy.

63 Financial Health Monitoring Children's Services- Budget Update April - September 2013/14 and Budget Proposals for 2014/15

The Head of Scrutiny and Member Development submitted reports and supplementary information to facilitate debate regarding the current Children's Services budget position for 2013/14 and the budget proposals for 2014/15

Draft minutes to be approved at the meeting
to be held on Thursday, 16th January, 2014

The following information was appended to the report:

- Children's Services Financial Dashboard 2013/14, Month 6
- Children's Services Financial Dashboard 2013/14, Month 7
- Initial Budget Proposals for 2014/15 – Children's Services Extracted from report to Executive Board 18th December 2013.

The following representatives were in attendance and responded to Members' queries and comments:

- Nigel Richardson - Director of Children's Services
- Sarah Sinclair – Chief Officer (Strategy, Commissioning and Performance)
- Neil Warren – Head of Finance – Children's Services
- Simon Darby - Head of Finance – Children's Services

The key areas of discussion were:

- The projected overspend for 2012/13 would be £2.7m, against a reduced (£24m) net managed budget of £135m.
- The amount of contribution to be made by Health services and if this is sufficient to sustain required services now and going forward.
- The significant pressures on all budgets in 2014/15 and the increasing demand for children's social services.
- The continued effort to invest in preventative and early intervention services.
- That the Children and Families Bill may create additional budget pressures
- Concern about the capacity to sustain services in the future as austerity measures reduce funding.
- Pupil premium and the increases for secondary (+£35) and primary pupils (+£400)
- Free school meals for children aged 7 and under.

RESOLVED –

The Scrutiny Board (Children and Families):

- a) Noted the financial position of Children's Services April to October for 2013/14
- b) Considered the initial 2014/15 budget proposals relevant to the Scrutiny Board's portfolio.
- c) Confirmed that there are no current concerns to report to the Scrutiny Board (Resources and Council Services)

64 Director's Response - Scrutiny Inquiry into Raising Attainment in Maths and English

The Director of Children's Services submitted a report which set out his formal response to the recommendations of the Children and Families Scrutiny Board inquiry into Raising Attainment in Maths and English agreed in September 2013.

The following representatives were in attendance and responded to Members' queries and comments:

- Nigel Richardson - Director of Children's Services
- Kevin Paynes - 11-19 Leadership and Management Lead

The key areas of discussion were:

- Recognition of the work already started in response to the recommendations.
- The continued efforts of the School Improvement Team to work with all schools including Academies.

RESOLVED –

The Scrutiny Board (Children and Families):

- a) Noted the responses to the recommendation and acknowledged the hard work and positive steps that have already been taken by Children's Services Staff and partners since the inquiry.

65 Work Schedule

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

The draft Scrutiny Board (Children and Families) work schedule for 2013/2014 was appended to the report.

Sandra Pentelow, Principal Scrutiny Adviser, presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the contents of the report and appendices be noted.

66 Date and Time of Next Meeting

Thursday, 16th January 2014 at 9.30am in the Cluster areas. Locations to be confirmed.

(No Pre meeting)

The next public meeting of the Scrutiny Board will be Thursday, 13th February 2014 at 9.45am in the Civic Hall.
(Pre meeting for Board Members at 9:15)

(The meeting concluded at 12:35pm)

Report of the Director of Children's Services

Report to Scrutiny Board (Children and Families)

Date: 13 February 2014

Subject: Update on Children's Services Improvement Action Plan

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. In late 2012, Children's Services developed an action plan to focus and drive improvement in social work and safeguarding. This 'Nine Point' plan was developed after consultation with children and young people, staff and other stakeholders.
2. Progress on the plan over the past year has been good overall, particularly in the key areas of the plan relating to improving front line practice and services for children.

Recommendations

3. The Board is recommended to:
 - consider the report
 - advise on the Board's views of priorities and objectives for developing a revised plan for the year ahead.

1 Purpose of this report

- 1.1 The purpose of this report is to provide the Board with a summary of progress against the 'Nine Point Plan', developed by Children's Services to help improve social work and safeguarding in Leeds

2 Background information

- 2.1 In late 2012 Children's Services developed a new action plan to focus improvement work in safeguarding and social work. The plan was developed to bolster the progress made since 2011, prepare for future inspection and provide a shared framework for staff and partners on priorities for improvement.
- 2.2 The plan, 'Supporting Children and Families, Strengthening Social Work' had nine themes and so has become known as 'The Nine Point Plan'. The plan was developed with input from managers and staff across the service; feedback from children and young people and consultation with key partners such as members of the Children's Trust Board.

3 Main issues

- 3.1 Progress in implementing the plan has been good overall, particularly in the key areas of improving front line practice and services for children. The sections below summarise progress in each of the nine key strands of the plan.

Strengthen the voice and influence of children and young people

- 3.2 Progress on this strand of the plan was good overall. The main areas of success include:
- *Achieving the national LILAC standard.* Leeds Children's Services were assessed by LILAC (Leading Improvement for Looked After Children, an organisation led by care leavers) as meeting all seven of their national standard for involving children and young people in their care.
 - *Development of Children in Care Council and setting up of Care Leavers Council.* The past year has seen improved working with the Children in Care Council in developing joint working with them on shared priorities such as the Care Promise. In addition a Care Leavers Council has been set up for the first time.
 - *Care Promise:* children and young people have led work to revise and renew the 'Care Promise' – key standards for the way services work with children in care. The promise was successfully launched in late 2013 with very positive feedback from children and staff.
 - *STARS awards:* children and young people worked with services to develop these awards to recognise the achievements of children in care. The events were very popular with children, families and staff and will continue in future years.

3.3 Some areas of this strand of the plan require further work to complete. These include: recommissioning advocacy services; promoting best practice in involvement in front line working.

Improve provision for looked after children and care leavers

3.4 Progress on this strand of the plan has been good overall, with marked improvements in services and support for children and young people in care and for care leavers. The main areas of success include

- *Residential improvement and reform.* The quality of residential care has been sharply improved and now all homes are judged by OfSTED to be either 'good' or 'outstanding'. In addition, two older style homes have been closed as part of a plan to move to smaller, family home style residential care.
- *New leadership and management:* the service has recruited new and successful leaders and managers for these vital teams, providing fresh impetus to improvement work.
- *Better, more cost effective management of placements:* the services has successfully reduced the use of external placements, has met targets for expanding the number of Council foster carers and centralised placements for children in care and care leavers in the Placements Team.
- *Corporate Offer:* the whole Council has contributed to making a clear offer to both Care Leavers and Foster Carers, ranging from free leisure activities to shopping discounts.

3.5 Some areas of this strand of the plan are still ongoing. These include: recommissioning advocacy services; promoting best practice in involvement in front line working.

Strengthen the role of families

3.6 Progress on this area of the plan was good overall, with all main actions implemented. The main areas of success are:

- *Implementation and expansion of Family Group Conferencing (FGC):* the service has successfully established the use of FGCs in Leeds, and met targets for expanding the service to more families, helping to keep families together and reduce the need for intervention and care.
- *Development of Restorative Practice training.* The service has continued an intensive training programme to front line staff in restorative practice to promote a new approach to working *with* families to resolve problems.

3.7 Whilst all actions have been fully implemented the service is determined to work more on evaluating the impact of FGCs and better targeting the expansion of the service towards the most vulnerable children and families.

Develop social work practice

3.8 Progress in this theme of the plan has been good overall. Implementation of this central element of the 9 Point Plan has been real strength of recent work, driven by strong leadership from the social work service. The main areas of success are:

- *Implementation of the Stein and Beihal development programme:* the Children's Social Work Service has worked closely with two leading academics from the University of York to develop and implement a research, policy and training programme for front line social work. Staff and managers have been closely engaged with the process and it has led to important changes in practice and policy.
- *Leadership development:* the leadership of the Social Work Service has been strengthened with the recruitment of new, successful and experienced leaders. This new team has helped drive change and this will now be further strengthened by a leadership development programme for all social work managers.
- *Improved workforce development:* restructuring has created a new Workforce Development Team which is now established. The team have now reorganised an enhanced programme of workforce training and development for all levels of staff and improved support for newly qualified workers.
- *Cross service development work:* there have been several successful programmes of engaging staff from across the service, working with leading experts in social work and safeguarding such as the Chief Social Worker of New Zealand.
- *West Yorkshire Care Proceedings Pilot:* Leeds is working with the Courts to pilot new approaches to Supervision Orders and Final reports. Feedback from the courts has been very positive about this work.
- *Implementation of Child and Family Assessment:* a new approach to assessment has been successfully implemented with all staff trained and new procedures in place.
- *Implementation of Frameworki:* after several years work the new IT system for social work and safeguarding was launched in November, after an intensive programme of training and development.

3.9 Whilst there has been very positive progress in this area of work, there are a small number of areas where work is ongoing. These include: implementation of the Principal Social Worker role; finalising a new kinship care policy and implementing a new quality assurance framework.

Improve communication and engagement across social work services

3.10 Progress in this area of the plan has been more uneven and requires improvement. Areas of progress include:

- *Improved engagement between leadership and front line staff:* a regular programme of events, meetings and visits has been set up to improve links

between senior managers and front line staff. Feedback from staff for events such as the Social Work conference have been very positive.

- *One Minute Guides:* in recent months a new format for clear and concise summaries of key issues and subjects has been developed with staff and partner agencies. Feedback for these has been very positive and a wide range of staff in the NHS, Council and Schools have praised the usefulness of this new approach.
- *Increased use of Sharepoint:* the service has begun to make better use of the web and intranet to share research, policy and news and to help communication across the service.

3.11 Remedial actions to address delays in this work have been agreed and a communications plan has been agreed with three priorities: 'Doing the simple things better', 'Recognising success' and 'Learning together'.

Improve ICT and the estate for social work and families

3.12 This area of the plan has made some important and valuable progress but, conversely, some areas of delay remain so it requires improvement overall. The main areas of success are:

- *Implementation of Frameworki:* as set out in a separate report to the Board, the new IT system for social work and safeguarding is now live and in use by front line teams.
- *Improved ICT infrastructure:* IT services have completed a programme to improve IT systems for social work teams, reducing delay and helping day to day work through Windows 7, wifi access in area offices etc.
- *Agreed plans for relocation of Roundhay Road staff:* after significant delays in previous years, there is now agreement to move all teams from Roundhay Road to new office accommodation.

3.13 The main areas where further work is ongoing include: implementing effective reporting from Frameworki; improvements to the wider estate for social work staff and improving access to mobile working ICT for front line staff

Develop peer support and challenge

3.14 Progress in this area of the plan has been good overall. The service has made very effective use of expert and peer advice over the past year to support and inform change and improvement in Leeds. The main areas of success are:

- *North Lincolnshire and New Zealand visits:* a wide range of staff and managers were involved in cross service work to develop new approaches to social work with leading practitioners from New Zealand and North Lincolnshire, an authority rated as 'outstanding' by OfSTED.

- *Academic research:* the service has engaged leading academics in supporting reviews and improvement plans for key areas, such as: the Stein and Beihal work detailed above; a review of Care Leavers support by Emily Munro; and reviews of CAF and the Principal Social Worker role by Dr Mark Peel.

3.15 A minor amount of further work is needed to fully implement the recommendations proposed by existing work, and to develop a renewed programme to support new priorities such as improving support for 0-4 year olds.

3.16 At a local level the Leeds Safeguarding Children's Board is providing effective challenge to the service; including scrutiny of practice through independent case file audits.

Strengthen quality assurance and performance management

3.17 Progress in this area requires improvement overall. The pace of change has been delayed in the past six months due to the demands of managing the implementation of Frameworki. The main areas of success are:

- *Strengthened oversight by Independent Reviewing Officers and Child Protection Chairs:* the independent oversight of child protection and care cases has been strengthened by new management in the service and improved quality assurance.
- *Improved performance reporting:* a wide range of new reports and analysis were developed and shared with teams and managers. The most successful new report was better team level analysis which led to more focused work with individual teams and managers.

3.18 To address delays in this area further work has been agreed, particularly to: improve quality assurance and reporting in targeted and complex needs services; implement a revised performance and quality assurance framework and strengthening the voice of children and families in performance reporting.

Strengthen early help and prevention

3.19 Implementation of this area of the plan has been good, with all key actions implemented. The main areas of success are:

- *Turning the Curve:* investment in early help and prevention has helped Leeds safely reduce the need for children to be in care.
- *Investment and expansion of key services:* the past year has seen key, evidence based, early help services restructured and expanded. These include the new Early Start service, Multi-Systemic Therapy, Family Nurse Partnership and Family Group Conferencing.
- *Improved support for joint working:* the service has worked with schools and partners to improve cluster working including support for Targeted Services

Leaders, improved training and quality assurance and better performance information.

- 3.20 Whilst all areas show good progress, the service is now determined to move onto assuring the impact of early help services; improving targeting of support to those most in need and improving communication and engagement around the Early Help offer.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Consultation informed development of the plan and work is now ongoing to consult a range of stakeholders to update the plan for the year ahead.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Improving outcomes for children and families in need of help, protection and care is an important part of the Council's duty to promote equality.

4.3 Council policies and City Priorities

- 4.3.1 Delivery of this plan directly relates to key priorities of the Council and its partners as set out in the Best Council Plan and Children and Young People's Plan.

4.4 Resources and value for money

- 4.4.1 Delivery of this plan is a key element in the directorate's budget strategy, by helping 'turn the curve' and reducing the need for children to be in care.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 None applicable

4.6 Risk Management

- 4.6.1 Ensuring this plan is successful is an important part of achieving key priorities for the service and Council such as reducing the need for children to be in care and the Children's Services budget strategy. Therefore the service has redirected staff to support the project management of the plan.

5 Conclusions

- 5.1 As this report shows, the 'Nine Point Plan' has helped support and inform a wide programme of improvement and reform in social work and safeguarding. Progress has been good over the past year and has made a real difference to children, families and front line staff. Where delays have occurred, these are being managed and remedial plans are in place. Views are now being sought from a range of partners to update the plan and continue to improve over the next year.

6 Recommendations

6.1 The Board is recommended to:

- consider the report
- advise on the Board's views of priorities and objectives for developing a revised plan for the year ahead.

7 Background documents¹

7.1 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.

Report of the Director of Childrens Services

Report to: Scrutiny Board (Children and Families)

Date: 13th February 2014

Subject: Frameworki Implementation

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

Summary of main issues

1. The implementation of Frameworki as a replacement for the ESCR case management system is a significant project involving the transfer of thousands of open cases and millions of case notes.
2. Frameworki is now being used by around 1200 frontline staff in seventy teams across children's services.
3. Further work is needed to fully exploit the capabilities of the system in terms of performance reporting, and this is being addressed and prioritised appropriately.

Recommendations

4. Scrutiny Board is asked to note this update on the current position and future developments.

1 Purpose of this report

- 1.1 The ESCR case management system, which had been in place in Leeds for a number of years, was deemed not fit for purpose by Ofsted in their inspection of Children's Services in 2009
- 1.2 In order to address these concerns, and those raised by members of staff who used the system, the Council agreed to commission a replacement for ESCR. After a comprehensive procurement process, which included input from staff from across all areas of Children's Services, the decision was made to purchase the Frameworki system provided by Corelogic.
- 1.3 The new system went live on 11 November 2013. This report provides an update on the implementation to date, and future development of the system.

2 Background information

- 2.1 The ESCR case management system was identified a significant weakness for Children's Services by Ofsted in their inspection in 2009. Confidence in the system amongst staff users was low. A particular concern was that the ESCR system had only limited capacity to capture interventions with children and families. This resulted in only partial records being available on ESCR, with additional information having to be recorded and retained in paper files.
- 2.2 As a result of these issues, the Council agreed to invest in a replacement system. The Frameworki system, provided by Corelogic, was selected. It is currently in place in over seventy local authorities across the UK and Europe. Frameworki enables social workers to capture all of their interventions in one place. The workflows and the ability to pre-populate information in forms relating to the same child and family support practitioners and managers and will, once the system is fully embedded, save social work and management time at the front line.
- 2.3 The implementation of the new system has been a significant and complex project. It involved the migration of 6000 open cases and four million case notes. Corelogic report that, in their experience, it is one of the largest implementations of an electronic recording system within Children's Services.
- 2.1 Frameworki went live on 11 November 2013 and is currently being used by around 1200 staff in Children's Services.
- 2.2 Further work is needed to fully implement the significant capabilities of the system, and this work is being appropriately prioritised for further development.

3 Main issues

- 3.1 Implementation of Frameworki was delayed for two weeks to address some issues identified during data migration. Frameworki was delivered on budget and went live on 11 November 2013.

- 3.2 An extensive online and classroom training programme was completed by staff ahead of the go live date, and further support provided in offices in the first few weeks of using the system.
- 3.3 The system is in use by staff in locality social work, looked after, adoption and fostering, duty and advice, kinship care, placements, residential, therapeutic and family placement teams within the Children's Social Work Service. It is also being used by staff in Targeted Services including the integrated safeguarding unit, family group conferencing, child health and disability, multi-systemic therapy and integrated processes teams. These staff previously had only limited capacity to view or record limited information within ESCR and highlights one of the key benefits of the Frameworki system. It creates a single integrated file for children and families receiving services.
- 3.4 Frameworki is now being used by over seventy individual teams, totalling approximately 1200 staff.
- 3.5 Frameworki represents a significant change in the way team managers support their social workers and manage their work with children, carers and families, and extensive support has been provided for staff so far, with this high level of support to continue for the first three months of 2014.
- 3.6 Currently, the system is still in the early stages of becoming embedded within frontline practice. In those teams where managers have already adapted well to the change, there are emerging examples of positive stories about how the system supports improved interventions with children and families.
- 3.7 As expected some development is still required around specific tasks and workflows within the system. These areas are currently being addressed. A reference group from across Children's Services has been established chaired by the Chief Officer for Social Work. The group identifies areas for development, agrees the solutions and the priority to be given to any changes necessary.
- 3.8 A key challenge arising from implementation has been reporting as the way in which some data was captured in ESCR differs from Frameworki. This has meant that intensive work has had to take place to match data items to ensure that the Children's Social Work Service has access to the weekly and monthly performance reports which we were able to run from ESCR. This work is on-going and it is anticipated that the full suite of reports will be available from mid-February.
- 3.9 Work is also taking place to ensure that the system is able to produce the information Ofsted require in the event of an unannounced inspection, commonly referred to as Annex A. The development work that has been undertaken so far has ensured that we can produce data against all eleven lists required by Ofsted, though some further work is still required to complete this.
- 3.10 Going forward a Business Intelligence (BI) reporting solution is being built. This will enable more sophisticated analysis and manipulation of the information gathered than the standard performance reports gathered through Frameworki.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Not applicable

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Not applicable

4.3 Council policies and City Priorities

4.3.1 Not applicable

4.4 Resources and value for money

4.4.1 The Council has invested significantly in the Frameworki system, and it is anticipated to deliver considerable benefits to frontline staff in managing and recording their work with children and families. The further development outlined in the report will ensure that the full benefits and capabilities of the system are realised, providing a good return on investment.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Not applicable

4.6 Risk Management

4.6.1 Not applicable

5 Conclusions

5.1 The implementation for Frameworki as a replacement for the ESCR system is a significant piece of work, involving the transfer of millions of case files and thousands of open cases. The system is currently in place and being used by around 1200 staff on the front line in the Children's Social Work, Targeted and Complex Needs Services. Work is taking place to ensure that the system is fully embedded and to realise its full capabilities and potential. Recommendations

5.1 Scrutiny Board is asked to note this update on the current position and future developments.

6 Background documents¹

6.1 Not applicable

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.

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 13th February 2014

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.

1 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.

2 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 in July and December 2012. The Board concluded that recommendations 1- 6, 8 and 10-12 were complete and therefore no further tracking is required.

3 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 are set out within the table at Appendix 2.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 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.
- 4.1.2 The Executive Board Member for Children's Services has been consulted on the response to the recommendations.

4.2 Equality and Diversity/Cohesion and Integration

- 4.2.1 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.

4.3 Council Policies and City Priorities

4.3.1 This section is not relevant to this report.

4.4 Resources and Value for Money

4.4.1 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.

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

4.6.1 This section is not relevant to this report.

5 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.

6 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.

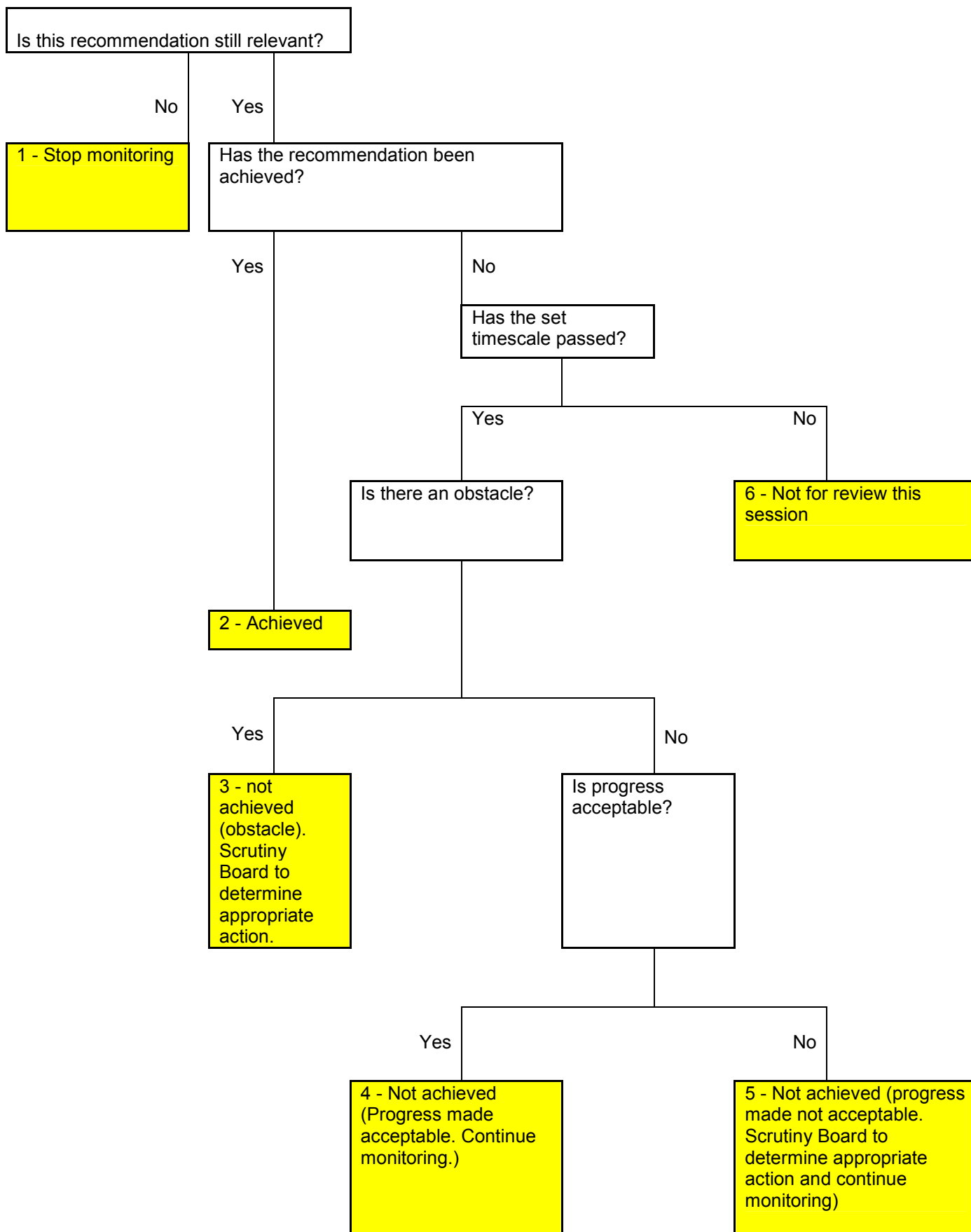
7 Background documents¹

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

7.3 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 2014)

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 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>13th December position:</p> <p>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>Current Position:</p> <p>The new payment structure for Leeds Foster Carers was agreed with carers and implemented in October 2013. The new arrangements mean that currently foster carers in Leeds are paid at 90% of the Fostering Network allowances and in April they will be paid the Fostering Network Rates. This will be the first time that Leeds has matched Fostering Network Rates.</p> <p>The revised pay structure, Corporate Offer for Leeds Foster Carers and the extensive support provided to our carers means that Leeds has an excellent offer for foster carers.</p> <p>From the 31 March 2013 to the end of January we have recruited a further 53 mainstream carers. Twenty five of these carers previously fostered for Independent Fostering Agencies.</p>	2	
<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</p>		

	<p>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>13th December 2012 position:</p> <p>We continue to work closely with colleagues in the Environment and Neighbourhoods Directorate. For example, since the last meeting we have increased the funding available to support vulnerable children through housing options by £50,000</p> <p>Current Position:</p> <p>Children's Services have continued to develop very positive relationships with colleagues in Leeds Housing.</p> <p>The Head of Service for Looked After Children meets regularly with representatives from Leeds Housing and also with the Head of Housing Support. This has ensured that foster carers have had an excellent response when support with Housing has been required.</p>	2	
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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 13th February 2014

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.
- 2.5 The Scrutiny Board considered progress against recommendations at the 13th December 2012 meeting. The Board resolved that recommendations 1,3,4,9 and 10 no longer required monitoring or were complete.

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 are 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:

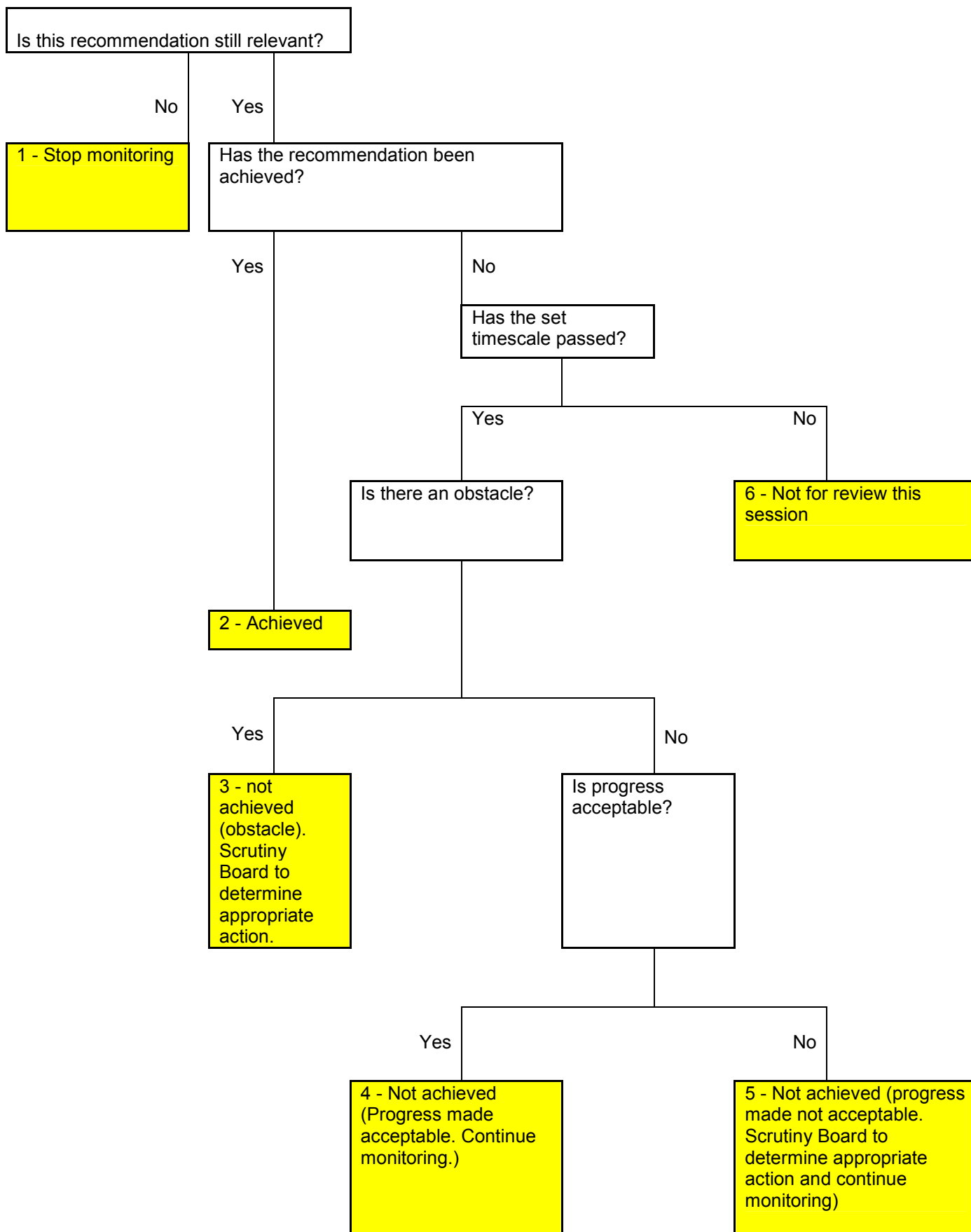
- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.
- Note the recommendations where satisfactory progress is being made.

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.
- 6.2.1 Report of the Head of Scrutiny and Member Development to the Children and Families Scrutiny Board Recommendation Tracking – Improving School Attendance 13th December 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 2 - That the Director of Children’s Services engage with School Governors to establish a special responsibility for one Governor in each school which includes challenging the attendance performance of the school and maintaining a focus on reducing absence levels.</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 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>13 December 2012: 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>Current Position: Advice and guidance about the recent changes to legislation has been provided to all headteachers and governing bodies and the attendance training programme continues. In addition, training across a number of clusters has taken place that has included governors who have also been invited to join Outcomes Based Accountability workshops for attendance. Governors continue to play an additional role in the governance of clusters that enables influence on activity and provides a channel for support and challenge, particularly around the obsessions and other cluster priorities, of which school attendance is key.</p>	5	
<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>		

An Outcome Based Accountability workshop with Children's Services and partners in health is planned for the next academic 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.

13 December 2012: 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.

Current Position: Unfortunately, the Open XS cluster were not able to undertake this piece of work. Discussions with the CCG have identified that there is little influence possible over this type of absence as the vast majority of appointments during the school day are required because of genuine illness and that routine appointments would not generally be offered to children during the school day. The CCG's have also been engaging in the cluster model of service delivery and are looking for opportunities to pool resources or jointly commission services to tackle health inequalities and key issues for children and young people, such as mental health and emotional well-being as these are a far more significant cause of prolonged absence from school.

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.

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.

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.

Family Support Workers are school/cluster based staff and not a provision of service made by the local authority.

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 processes, beginning with a CAF.

This service has also been restructured and its capacity increased.

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.

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

	<p>resource is distributed.</p> <p>13 December 2012: Not for review at that session</p> <p>Current Position: Since the last update to scrutiny, clusters and local practitioners have been able to access the intensive family support offer directly without needing to refer to the area panels. This has streamlined the process and enabled a service that can be more responsive to the needs of families.</p> <p>Since the last update to scrutiny, there has also been a significant reduction in the grant funding by the government for the provision of a range of education services, including statutory and non-statutory attendance functions, which will require immediate and longer term savings to be found. Opportunities to better integrate services will need to be identified as attendance remains an obsession. There will continue to be a range of services and skilled practitioners available to clusters, as the continuing preferred vehicle for local delivery, to support schools and families to remove barriers to good school attendance.</p>	2	
<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>13 December 2012 : Targeted work with 11+ continues. The city-wide Youth Offer review is on-going.</p> <p>Current Position: The city-wide Youth Offer review/restructure is complete. Geographically targeted youth work is delivered both in house and by other youth work providers. These providers deliver <i>the targeted guarantee</i> component of the youth offer. This work is</p>	2	

	<p>delivered predominantly in targeted neighbourhoods i.e. 40% most deprived lower super output areas, within the area committee boundary. These youth work opportunities are targeted at young people aged 11-17. Emphasis is given to programmes which aim to address the needs of local young people, particularly the needs of the most disadvantaged and vulnerable, taking full account of equality and diversity issues; thereby reducing the demand for more specialist services.</p>		
<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 to secure a place at a reasonable local school. We want all children to have access to a good local school.</p> <p>13 December 2012 : 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</p>		

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.

Current Position: Following the changes to legislation that came into effect on September 1st, Leeds no longer co-ordinates applications for schools transfers during the academic year.

Building on the success of the pilot scheme, parents now approach schools directly to apply for a place. Since many schools are now their own admissions authority, and make the decisions on who they can admit, this has led to a reduced wait for information on whether a place can be offered. Where a place cannot be offered parents are supported with information on other local schools where there are spaces currently available. If parents continue to be unable to secure a place, the authority contacts them again and, where appropriate, make referrals through targeted services to identify a service that can offer family support.

Work between targeted services, safeguarding and admissions is on-going to ensure there are no gaps in process. This includes the work of Fair Access panels, which support the most vulnerable children and families, including many with high mobility.

Work continues to ensure sufficiency of school places, with 183 bulge reception places provided for the 2013 entry, and a staff restructure to better support this work.

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.

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.

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.

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.

The Troubled Families initiative will also map out and test the information sharing protocols between the authority and clusters/partnerships/services.

13 December 2012 :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. 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.

Current Position: An early help module has been developed as part of the framework-I implementation. This module is separate from the children's social work services module but information can be passed between the two modules when necessary.

This will allow all relevant information from different agencies to be captured and stored in one place to allow easy, timely access to up-to-date information for anyone with appropriate consent.

Individual agencies that are involved with a child and family will be able to update their information in real time and anyone searching the system, will, as a minimum, be able to identify who is currently working with them.

Implementation has already begun with key people in clusters trained on the system in January 2014.

Ensuring the most efficient use of the system will be part of the development undertaken with all multiagency partners as the system is rolled out over the next 18 months.

4

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 13 February 2014

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 is the minutes of Executive Board for 18 December 2013 and 22nd January 2014.

3. Recommendations

- 3.1 Members are asked to:
- Consider the draft work schedule and make amendments as appropriate.
 - Note the Executive Board minutes

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 2013/14		
	June	July	August
Inquiries		<u>Directors Response</u> NEET Inquiry	
Annual work programme setting - Board initiated pieces of Scrutiny work (if applicable)	Consider potential areas of review		
Budget		Budget Update 2013/14	
Exec Board Request for Scrutiny – Youth Offer		Working group - With Scrutiny Board, Sustainable Economy and Culture	
Policy Review		Public request for Scrutiny Transport Policy	
Recommendation Tracking		Comprehensive Progress Report – Private Fostering Inquiry, LSCB and Director of CS	
Performance Monitoring	Quarter 4 Performance Report	Leeds Safeguarding Children – Draft Annual Report	
Working Groups		<i>Youth Provision Working Group</i>	

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*Prepared by S Pentelow

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

WG – Working Group Meeting

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

Schedule of meetings/visits during 2013/14			
Area of review	September	October	November
Inquiries	<u>Agree scope of review for **</u> 1) School Transport <u>Board Agree Reports*</u> Supporting Children to achieve in Maths and English <u>CTB Response</u> Partnership Inquiry	<u>Agree scope of review for **</u> 2) Cluster Inquiry	<u>Evidence Gathering</u> 2) Cluster Inquiry
Recommendation Tracking/Scrutiny		Comprehensive Progress Report – NEET Inquiry	Private Care Homes Inquiry – Recommendation including report on the Residential Home Charter.
Policy Review	Basic Need – (Exec Board July)	Co-opted Membership Review*	New Government requirements for Education (Academies, Free Schools....) Ref resolution meeting Dec 12
Performance Monitoring			
Working Groups	<i>Youth Provision Joint Working Group</i>		

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* Prepared by S Pentelow

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

Area of review	Schedule of meetings/visits during 2013/14		
	December	January	February
Inquiries	<u>Evidence Gathering</u> 2) Cluster Inquiry Directors Response Supporting Children to achieve in Maths and English	<u>Evidence Gathering</u> 2) Cluster Inquiry	
Budget	Initial Budget Proposals 2014/15 and Budget Update		
Policy Review	Developing the Leeds Offer for Kinship Carers		
Recommendation Tracking			<ul style="list-style-type: none"> • Attendance Inquiry • External Placement Inquiry
Performance Monitoring			<ul style="list-style-type: none"> • Progress on Supporting Children and Families, Strengthening Social Care, 9 point plan • Social Services Care System update and impact report.
Working Groups	<i>Youth Provision Joint Working Group</i> 1) Evidence Gathering School Transport - session via working group		1) Evidence Gathering School Transport - session via working group 2) Evidence Gathering Cluster Inquiry

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

Area of review	Schedule of meetings/visits during 2013/14		
	March	April	May
Inquiries	<u>Evidence Gathering</u> 2) Cluster Inquiry	<u>Board Agree Reports*</u> 1) School Transport 2) Cluster Inquiry	
Partnership Review - Children's Trust Board		Partnership Review - To review the performance of the Children's Trust Board	
Budget and Policy Framework?			
Recommendation Tracking		Comprehensive Report – Maths and English.	
Performance Monitoring		Annual Standards Report: Early Years Foundation Stage, Primary & Secondary Schools Provision Free School Meals Overview.	
Working Groups	1) Evidence Gathering School Transport - session via working group	<i>Youth Provision Joint Working Group – if required</i>	

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Need to schedule any Ofsted inspection information

*Prepared by S Pentelow

Last Updated - 3rd February 2014

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

WG – Working Group Meeting

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

Inquires reserve list

- 3) Free School Meals (if required)
- 4) Staying Safe in School – Bullying – review January 2014 for possible April Session.
- 5) Voice and Influence
- 6) SILC Partnerships

Directors Response in next municipal year

- 1) School Transport – July 2014
- 2) Cluster Inquiry – July 2014

Recommendation Tracking for early in next municipal year

NEET Inquiry

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EXECUTIVE BOARD

WEDNESDAY, 18TH DECEMBER, 2013

PRESENT: Councillor K Wakefield in the Chair

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

Apologies Councillor L Mulherin

129 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

a) Appendix A to the report entitled “Victoria Gate” referred to at Minute 143 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information), which if disclosed to the public would, or would be likely to, prejudice the commercial interests of that person or of the Council. The appendix sets out the considerations of Counsel and LCC Legal Services in respect of propose changes to the Development Agreement; and it is therefore deemed in the public interest not to disclose this information at this time for reasons of commercial confidentiality and proper contract procedures

b) Appendix A to the report entitled “Kirkgate Market Update and Deputation” referred to in Minute 145 is exempt under Access to Information Rule 10.4 (3) of Schedule 12A(3) of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The appendix includes information provided to enable the Council to consider the commercial viability and funding options for the development of the George Street shops, and it is considered that the public interest in maintaining the exemption in relation to this exempt appendix outweighs the public interest in disclosing the information by reason of the fact that it contains information and financial details which, if disclosed would adversely affect the business of the Council and may also adversely affect the business affairs of the other parties concerned.

130 Late Items

No formal late items of business were added to the agenda

131 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared to the meeting, however:-

In relation to the item entitled, 'Consultation Outcomes on Local Council Tax Support Schemes', Councillor A Carter drew the Board's attention to the fact that a close relative was in receipt of the benefits referred to in the report (minute 140 refers)

In relation to Part A of agenda item 25 "Consultation outcomes on School Places Expansion for 2015", Councillor A Carter drew the Board's attention to his position as a Governor of Calverley Church of England Primary School referred to in the report (Minute No. 153 refers).

132 Minutes

RESOLVED – That the minutes of the previous meeting held 6th November 2013 be agreed as a correct record

133 Matters Arising

Minute 119 Armed Forces Update – The Board noted the intention for a Member Management Committee to be held at the earliest opportunity to deal with appointments to the member advisory group for the development of future Armed Forces Day events

Minute 124 Bridgewater Place – the Director of City Development provided an update in respect of progress being made by the owners of Bridgewater Place to develop a comprehensive wind mitigation scheme and the likely timetable for submission of the relevant planning applications. The Board also received information on the closure of roads to vehicles adjacent to Bridgewater Place implemented recently due to high winds and an accident involving a pedestrian

ENVIRONMENT

134 Impact of the Eco Changes on Wrap Up Leeds

The Director of Environment and Housing submitted a report providing an update on the Government's proposed amendments to Energy Company Obligation (ECO) and outlining the consequences for the Council's planned and future domestic energy efficiency programmes.

The report detailed the background to the Council's commitment to lead a Leeds City Region wide procurement worth at least £60m to secure a long term Green Deal and ECO partner from mid-2014 and outlined the major changes to the way ECO will operate announced in the Chancellor's Autumn Statement 2013.

In presenting the report, the Executive Member for the Environment highlighted the anticipated period of low activity in the solid wall insulation sector as utilities developed their new ECO strategies; however reiterated the

Council's commitment to making Wrap Up Leeds ECO and the longer term Leeds City Region programmes a success in order to help cut bills, reduce carbon emissions and make sure people can afford to keep warm.

A Member comment in respect of the impact of scaling back solid wall proposals on Leeds' unique housing stock was noted, along with the offer of cross party support for the proposal to lobby the DECC in this respect. The Chairs suggestion that a letter be sent to the DECC to emphasise the Board's concerns over the ECO changes was broadly supported.

RESOLVED -

- a) That the increased bid to DECC's Green Deal Communities fund be authorised
- b) That approval be given to work with Core Cities colleagues to lobby DECC for a greater future role in delivery of domestic energy efficiency programmes.
- c) That a letter be sent on behalf of the leaders of all political parties represented on the Board to the DECC expressing concern over the impact of the change of the ECO arrangements on the delivery of solid wall insulation, particularly in view of the unique housing stock in Leeds

LEISURE AND SKILLS

135 Tour de France 2014 - Progress Report

Further to minute 32 of the Executive Board meeting held 17th July 2013, the Director of City Development submitted a further report providing an update on progress made in planning for Stages 1-3 of the Tour de France 2014, as well as event planning specifically for the Grand Depart. Additionally the report provided information on the establishment of the "TdFHUB2014Ltd" company, to oversee the delivery of the first three stages of the 2014 Tour de France in partnership with local authorities on the route to deliver a safe spectator experience and to manage the Government funding for the event.

In presenting the report, the Executive Member for Leisure and Skills highlighted the challenges ahead in terms of delivering the event and the importance of ensuring effective communication to residents and businesses along the route

RESOLVED

- a) To endorse the proposals enclosed in this report, and to request a further report in April 2014, which will again provide an update on progress and readiness for delivering the event in July 2014
- b) To champion this event in Elected Members' respective areas, encouraging schools, businesses and communities to maximise the opportunities given by the Tour.

ADULT SOCIAL CARE

136 Request for Authority to spend additional funds relating to the Replacement of Rothwell Fulfilling Lives Building

Further to minute 143 of the meeting held 12th December 2012, the Director of Adult Social Services submitted a report providing an update on the progress

made in building a new, state of the art facility for people with profound learning disabilities and seeking the necessary Authority to Spend up to the revised total of £2,421,000 for completion of the works. The revised funding was required to cover the increased costs relating to the rebuilding of the Rothwell Fulfilling Lives Centre (west building) on Holmsley Lane in Woodlesford. Additionally, the report set out a request to approve the transfer of £396,000 from within the existing Capital Programme on scheme 16771 ASC Community Capacity Grant into the learning disability capital programme to cover these increased costs.

In presenting the report, the Executive Member for Adult Social Care reiterated that the scheme had been devised following extensive consultation with service users. Comments made in respect of the additional funding now sought and the reasons for the request were noted

RESOLVED

- a) To note that this project will provide some of Leeds's most vulnerable and profoundly disabled citizens with a state of the art facility where they can enjoy daytime opportunities in a safe and stimulating environment.
- b) To note the on-going support and enthusiasm for the project from customers, their families and carers, together with their eagerness to see it brought to fruition.
- c) To note the intention to encourage and enable wider community use of the building and its facilities (as detailed in paragraph 8 of the submitted report)
- d) To note the increase in costs associated with the scheme to replace the now demolished Rothwell Fulfilling Lives (west) building with a new build facility on the same site and the steps taken subsequently to reduce this increase (as detailed in paragraph 6 of the submitted report).
- e) To approve the transfer of £396,000 from within the uncommitted element of the existing Capital Programme on scheme 16771 ASC Community Capacity Grant into the learning disability capital programme to cover these increased costs (as detailed in paragraph 7 of the submitted report).
- f) To approve a further Authority to Spend for this scheme up to a total of £2,421,000 which is an increase of £396,000 on the amount approved in December 2012.
- g) To note that:
 - Subject to the necessary approvals, the aim is to award the contract in January 2014. Once the contract is awarded, work should begin on site within a few weeks of that date. The new centre will open in the autumn of 2014.
 - The Head of Service for Learning Disability will oversee the final delivery of this project.

LEADER'S PORTFOLIO

137 Initial Budget Proposals for 2014/2015

Final Minutes - Approved at the meeting held on Wednesday, 22nd January, 2014

The Deputy Chief Executive submitted a report setting out the Initial Budget Proposals for 2014/15 in accordance with the Council's constitution which requires the Executive to publish initial budget proposals two months prior to adoption by full Council - scheduled for the 26th February 2014. The Budget proposals were provided within the context of the Medium Term Financial Strategy for the period 2014/15-2015/16; and anticipated further significant reductions in the level of funding available to the authority.

The Deputy Chief Executive reported receipt of the provisional Local Government Finance Settlement 2014/15 just prior to the meeting and indicated that a briefing would be provided to Members as soon as possible.

Discussions emphasised the following as being key considerations for the future:

- consideration of the base line departmental budgets for 2015/16
- a robust assessment of; and consultation on; the services the authority could reasonably be expected to continue to deliver
- the need to recognise that a flexible approach to operate/deliver services in partnership with other Bodies/Authorities was required

The report highlighted that, subject to the approval of the Executive Board, the initial Budget proposals would be submitted to Scrutiny for their consideration and review, with the outcome of their deliberations to be reported to the meeting of Executive Board on the 14th February 2014. The proposals would also be made available to other stakeholders as part of a wider and continuing process of consultation.

RESOLVED –

- a) That the contents of the report be agreed as the initial budget proposals
- b) That the initial budget proposals be submitted to Scrutiny and be used as a basis for wider consultation with stakeholders.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton required it to be recorded that they both abstained from voting on the decisions taken above)

(The matters referred to within this minute were not eligible for Call In, as decisions regarding the Council's budget were ultimately reserved to Council)

138 Financial Health Monitoring 2013/14 - Month 7

The Deputy Chief Executive submitted a report sets out for the Board the Council's projected financial health position for 2013/14 after seven months of the financial year

RESOLVED - To note the projected financial position of the authority after seven months of the financial year 2013/14.

139 Citizens@Leeds: Developing A New Approach to Poverty and Deprivation

Further to minute 118 of the meeting held 6th November 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report outlining the action being taken to tackle poverty and deprivation across the city and seeking approval to implement a range of new initiatives. The report specifically sought endorsement of the “helping people into work” proposition and agreement to a range of specific actions and initiatives proposed as part of the Citizens@Leeds developments, building on the good work of the Council’s Employment and Skills service and the work of partners.

The Board considered the use of indicators to measure the success of the initiatives outlined in the report, identifying the following issues as appropriate:

- The take-up of apprenticeships;
- Tackling fuel poverty
- Reducing dependency on high cost money lenders and food banks.

Additionally, the Board commented on the positive impact of local authority involvement on such issues, noting Leeds’ success in increasing the numbers of young people accessing employment following the devolution of the youth contract to local authorities

RESOLVED -

- a) That the “helping people into work” proposition as detailed at appendix 1 of the submitted report be endorsed,
- b) That the areas of focus summarised in paragraph 3.5.5, and actions and initiatives detailed in paragraph 3.5.6 of the submitted report be agreed in order to support the implementation of the helping people into work proposition,
- c) That the Assistant Chief Executive (Citizens and Communities), working with other Directors and partners, be authorised to take forward the agreed actions.

140 Consultation Outcomes on Local Council Tax Support Scheme for 2014/2015

The Assistant Chief Executive (Citizens and Communities) submitted a report providing information to enable the Executive Board to recommend a local Council Tax Support scheme for adoption by Full Council by 31st January 2014. The report set out Scheme options that reflected both the consultation feedback and the budget position facing the Council.

Additionally, the report highlighted that the requirement to adopt a local scheme by 31st January 2014 was contained within the Local Government Finance Act 2012 and failure to adopt a revised scheme by 31st January 2014 would see the 2013/14 scheme adopted by default.

In presenting the report, the Chair highlighted that Leeds was one of only a few Local Authorities who had invested more resources into the scheme than the amount provided by Government in the settlement.

RESOLVED -

- a) That the information contained within the submitted report be noted and that the Board recommends for adoption by Full Council a local Council Tax Support scheme that:

- i. Continues the scheme of protection for vulnerable groups as set out in para 3.7 a) and b) of the submitted report;
- ii. Continues the current local scheme of disregarding in full Armed Forces Compensation Payments;
- iii. Maintains spend at 13/14 budgeted levels; and
- iv. That, in order to do this, puts in place a scheme for the remaining working age customers that would see a Council Tax Support scheme with a reduction of up to 26% in support that reflects the possibility of a Council Tax increase in 2014/15.

b) That, if Full Council in January 2014 decides to adopt a revised scheme, the decision will be implemented by the Chief Officer (Welfare and Benefits) and will take effect from 1st April 2014. The implementation will commence in the first week of March 2014 as part of the annual billing process.

141 Late Night Levy

Further to minute 70 of the Executive Board meeting held 4th September 2013, where the Board considered the design of a potential levy; the recommendation from Licensing Committee to consult with those affected and requested further work be undertaken in conjunction with the relevant Scrutiny Board, the Assistant Chief Executive (Citizens and Communities) presented a report from Scrutiny Board (Resources and Council Services) on the Late Night Levy. The report set out the recommendations from Scrutiny Board for consideration, with a full copy of the Scrutiny Report included at Appendix A.

The Chair of Scrutiny Board (Resources and Council Services) made a short presentation to the Board and highlighted the Scrutiny Boards' concerns over the impact that such a levy could have on licensed premises located outside the city centre. Members welcomed the findings of the Scrutiny Board.

RESOLVED – That, having considered the report from Scrutiny Board (Resources and Council Services);

- a) The conclusions and recommendations made by Scrutiny Board be supported;
- b) Agree that should a city centre business improvement district not be progressed, or if existing voluntary initiatives are not further developed and enhanced, the issue of a Late Night Levy could be re-considered at some time in the future;
- c) That the matter be referred back to Licensing Committee to reconsider their former decision to consult upon the late night levy.
- d) To note that the officer responsible for implementing these decisions is the Head of Licensing and Registration and that a report can be prepared for the Licensing Committee meeting in January 2014

HEALTH AND WELLBEING

142 Director of Public Health Annual Report 2013

The Director of Public Health submitted a report presenting a summary of the background, content and key issues from the Director of Public Health's Annual Report 2013. A copy of the full Annual Report was included within the

agenda. Under the Health & Social Care Act 2012, the Director of Public Health has a duty to produce an Annual Report on the health of the population.

In presenting the report, the Director of Public Health highlighted that protecting the health of the population continued to be an important component of public health and therefore had become a new responsibility for councillors; using the 1877 Annual Report as a comparison this year's report focused on infectious disease, air quality, infant mortality and the role of school nursing in protecting children's health – covering progress and future challenges.

The Board commended the work undertaken across several service areas in preparation of the Annual Report and requested that the report also be referred to the Children's Trust Board for consideration

RESOLVED -

- a) That the contents of the report be noted
- b) That the recommendations, including the proposal to create a Health Protection Board under the Leeds Health & Well Being Board, be supported
- c) To recommend that the report is received by the Scrutiny Board (Health and Well-being and Adult Social Care) and also by the Leeds Children's Trust Board for consideration.

DEVELOPMENT AND THE ECONOMY

143 Victoria Gate: Progress and Next Steps

The Director of City Development submitted a report providing an update on the positive progress that is being made in bringing the Victoria Gate development forward, noting the scheme had the potential, along with the Trinity development; to bring Leeds up to 3rd in the retail rankings.

The report highlighted that, in moving forward with the scheme and to enable its delivery, there was a requirement to revise the terms of the existing Development Agreement and the Compulsory Purchase Order Indemnity Agreement (CPOIA). Hammerson – the developer – had requested that specific terms (as set out in the exempt appendix A) were revised to facilitate the delivery of the project.

The Board welcomed the progress being made and following consideration of Appendix A to the submitted report, designated as exempt under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED

- a) That the current position of the project be noted
- b) That the changes to the existing Legal Documentation, as set out in the exempt Appendix A, be approved
- c) That the Director of City Development and the City Solicitor be authorised to aim to conclude all the documents required to amend the

existing Development Agreement and the CPO Indemnity Agreement, by the 31st December 2013, in accordance with the submitted report, and in consultation with the Executive Member for Development and the Economy to agree any further alterations that might be required in accordance with the appropriate schemes of delegation.

d) To approve that this decision be exempt from call in

(The matters referred to within this minute were designated as being exempt from Call In due to the fact that the decisions arising from this report were deemed as urgent and any delay in completing the legal agreement as soon as practically possible would have an adverse impact on the critical paths of approval for delivery of the scheme. The reasons for the urgency of these decisions were detailed within paragraph 4.5.1 of the submitted report)

144 Proposed Extension to the Hours of Pedestrianisation of the Leeds City Centre Retail Core

The Director of City Development submitted a report seeking approval to the proposal to extend the hours of pedestrianisation within the City Centre retail core to 10:30am – 7pm (rather than 8pm); seven days a week. The report also sought approval to the proposal to call a public inquiry as a step towards implementing these proposals.

Executive Board had previously supported the principle of extending the pedestrianised hours in the city centre from a current time of 10.30am – 4.30pm, to a new time of 10.30am – 8pm (minute 175 of the Executive Board meeting held 15th February 2013 refers) and requested that the formal consultation (or ‘advertising’) was carried out.

In presenting the report, the Executive Member for Development and the Economy highlighted the formal consultation undertaken with more than 300 businesses which had resulted in 14 objections. The report provided a précis of those objections and the discussions which had since taken place with all objectors.

In response to a Member query regarding the impact of the proposals on small and medium businesses and the need to maintain servicing arrangements to ensure the diverse retail offer in the city centre, officers confirmed that goods/servicing access had been identified and reassured the Board that the proposals would not prevent loading access. Additionally, officers responded to comments made in respect of recent local media coverage of the proposals.

RESOLVED – That approval be given to:

- a) Extend the hours of pedestrianisation in the city centre to 10.30am – 7pm, seven days a week;
- b) Proceed to a public inquiry in order to implement these proposals in the event of the Council not being able to secure the withdrawal of the remaining objections.
- c) Note:
 - the stages required to implement the decision as outlined in paragraphs 3.2 – 3.3 of the submitted report

- proposed timescales for implementation as outlined in 3.3 of the submitted report
- that the Chief Officer, Highways & Transportation will be responsible for implementation

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he voted against the decision taken above)

145 Proposed Refurbishment of Kirkgate Market, Progress Update and Response to the Deputation to Council from Friends of Leeds Kirkgate Market

Further to minute 194 of the Executive Board meeting held 13th March 2013, the Director of City Development submitted a report providing an on the progress made in developing the scheme proposals for the proposed refurbishment and improvement of Kirkgate Market. The report also presented the response to the deputation made to Council on 13th November 2013 by the Friends of Kirkgate Market and also sought endorsement of the procurement process to be pursued to secure a private sector developer partner for the proposed redevelopment of the George Street frontage.

In presenting the report, the Executive Member for Development and the Economy highlighted the challenges presented through the refurbishment proposals and commented on the input made so far by the Friends of Leeds Kirkgate Market. Additionally, the Board reported on comments made by individual market traders and supported the invitation for the Friends of Leeds Kirkgate Market to enter into appropriate discussions on the future of the Market.

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

RESOLVED

- a) That the content of the report be noted
- b) That the proposed approach to secure the redevelopment of the George Street frontage as set out in Option 1 detailed in the exempt Appendix 1 of the report be endorsed. If in the opinion of the Director of City Development and, with the concurrence of the Executive Member for Development and the Economy, the preferred development approach ceases to be economically viable or no longer offers best value for money to the Council then to pursue Option 4 as detailed in exempt Appendix 1 of the report;
- c) That the response to the deputation submitted to the City Council from the Friends of Leeds Kirkgate Market be noted;
- d) That the actions required to implement the decision and the proposed timescales to continue to progress the project as detailed in paragraphs 3.6 and 3.17 of the report be noted; and to note that the Market Manager and the Head of Property Services will be responsible for the implementation of the decisions.

146 **Proposals for a Management Board and Future Lease Arrangements for Kirkgate Market**

The Director of City Development submitted a report setting out the possible options for setting up a Management Board for Kirkgate Market - which is wholly owned by the Council. Additionally, the report included a recommendation to Executive Board on the most appropriate format from the options available, taking the following key matters into account:

- Available options for the Management Board allowable by the Council's Constitution
- Composition of members
- Nomination to the Board
- Future changes
- Role of the Board
- Timescale for implementation.

The report also set out the recommended range of tenancy agreements to be used at Kirkgate Indoor market going forward, for new businesses coming into the market, and for agreements with tenants relocated as a consequence of the proposed refurbishment. Finally, the report provided assurance that the new formats will not affect tenants with existing leases that are not terminated on grounds of redevelopment

In response to concerns raised by some Members over the make-up and membership of the proposed Management Board, the Executive Member for Development and the Economy, outlined the potential to devolve some decision making responsibilities to the Management Board once the Board was properly established

RESOLVED - To note the contents of this report and:

- a) In respect of the Management Board:
 - i. To approve the establishment of an Advisory Board as set out in Section **3.1 (Option 3)** of the submitted report;
 - ii. To note the stages required to implement the decision as outlined in Section **3.2** of the submitted report;
 - iii. To note the proposed timescales for implementation as outlined in Section **5.1** of the submitted report;
 - iv. To note the responsibility for implementation will be delegated to the Director of City Development in consultation with the Executive Member for Development and Economy.
- b) In respect of the new lease agreements:
 - i. To approve the introduction of a range of standard leases and tenancy agreements as set out in Section 6.4 of the submitted report, to be offered to existing stall holders affected by the proposed works to the refurbished Kirkgate Market and to new traders wanting a stall in Kirkgate Market.
 - ii. To note the proposed timescale to implement the decision and that the Markets Manager and the City Solicitor will be responsible for implementation of the decision.

147 **Cycle City Ambition Grant - Highway to Health**

The Directors of Public Health and City Development submitted a joint report providing an update on the progress in developing the Cycle City Ambition Grant – Highway to Health, and also outlining how the programme will be delivered via seven work streams with Leeds City Council leading on three.

In presenting the report the Director of City Development discussed a concern raised regarding the joint use of towpaths by both cyclists and pedestrians and the need to ensure the safety of all users of the route. Officers confirmed that the design and construction of the towpath would be undertaken by the Canals and Rivers Trust to their own specification, and that the towpath would be widened at some points. Additionally, in response to concerns regarding the proximity of the route to small and medium businesses, officer reported that efforts would be made to minimise the loss of on street parking to facilitate the route.

RESOLVED –

- a) That the contents of the report be noted
- b) That the success of the Cycle City Ambition Grant bid - ‘Highway to Health’, and the £18.1m grant from the Department for Transport as part of the overall programme of £29.2m, be noted;
- c) That the programme delivery arrangements be supported, through 7 separate work-streams, in partnership with the West Yorkshire Integrated Transport Authority and the City of Bradford Metropolitan District Council with three of these work-streams being led by Leeds City Council;
- d) That a further report be presented to Executive Board, to detail the contracting arrangements, provide detailed estimates and seek authority to spend
- e) And to note:
 - the proposed timescales for implementing the project as outlined in section 3.3 of the submitted report
 - the stages required to implement the decision as outlined in sections 3.4 to 3.6 of the submitted report
 - that the Head of Transport Policy will be responsible for implementation

148 Broadband Update and approval of the Super Connected Cities Programme

The Deputy Chief Executive and Director of City Development submitted a joint report providing an update on the progress and issues arising with broadband investment projects and seeking approval to proceed with the Super Connected Cities (SCC) project on the basis of the main part of the project being a business voucher scheme, not an infrastructure scheme. Additionally, approval was sought for the proposed governance and risk management approach. Finally, the report sought agreement to proceed with recommendations to adopt a coherent approach to broadband investment.

The report highlighted the initiatives the Council had been working on to bring access to fast reliable broadband as an essential prerequisite for future economic growth. This work resulted in two partnership projects. Firstly with

the West Yorkshire Local Broadband Plan (WYLBP) - a joint project with West Yorkshire Local Authorities and Central Government (as detailed in Appendix A of the report) to deliver superfast broadband across West Yorkshire..

Secondly, a joint programme with Bradford which planned originally to deliver ultrafast open access broadband infrastructure across the Leeds Bradford corridor. Due to considerable state aid issues the main element of this project is now a voucher scheme to SME businesses

RESOLVED -

- a) That approval be given to the delivery of the Super Connected City programme by Leeds City Council on behalf of the partnership subject to the signing of a partnership agreement between Leeds and Bradford councils which sets out the responsibilities of both parties.
- b) That expenditure of £12.87m for the delivery of the Super Connected Cities programme in Leeds and Bradford, allocated as £6.5105m for Leeds and £6.3595m for Bradford, 100% funded through BDUK, be noted
- c) That approval be given to the injection of; and authority be given to spend; £6.5105m of external funding into the capital programme (scheme reference 16662SCCCOM); subject to confirmation of funding from BDUK and a partnership agreement with Bradford Council. The remaining funds will be held for Bradford metropolitan district related expenditure.
- d) That authority be delegated to the Director of City Development, in consultation with the Executive Member for Development and the Economy, to take all actions required to deliver the Super Connected City programme. This includes;
 - approving individual schemes within the programme,
 - entering into a funding agreement on behalf of Leeds and Bradford councils with BDUK and any variations thereto,
 - entering into a partnership agreement with Bradford council which sets out the responsibilities of both parties
 - approving all other documentation required including grant, development and other agreements with third parties
 - establishing a fixed term temporary staffing structure to support the delivery of the programme.
- e) That the development of a coherent approach to addressing broadband issues across Leeds and West Yorkshire, to encompass communications with the public and businesses, be endorsed. This should include efforts to stimulate demand for broadband related services and to work with other council priorities as appropriate.
- f) To continue to lobby Government and infrastructure providers to deliver improved broadband infrastructure across the metropolitan district. The priority for the Council is to improve connectivity in the city centre and SCC Priority Zone.
- g) And to note:
 - The stages required to implement the decision as outlined in Appendix D of the submitted report;
 - Proposed timescales for implementation as outlined in Appendix D;

Final Minutes - Approved at the meeting held on Wednesday, 22nd January, 2014

- That the Head of Business Support will be responsible for implementation.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

149 Housing Related Support Programme - Annual Report

The Director of Environment and Neighbourhoods submitted a report providing an overview of the 2012/13 Housing Related Support programme and highlighting key service changes, achievements and opportunities and challenges moving forward.

The report outlined the positive impact the Leeds Housing Related Support (HRS) Programme, (previously known as the Supporting People (SP) programme) had across Leeds since 2003. The primary aim of the programme was to support vulnerable people, including those who are homeless, to achieve and sustain independent living. The programme also contributed to the delivery of wider outcomes for the Council and its partners including those related to community safety, health and well-being, poverty and debt, social inclusion and employment and training. This not only maximised the sustainability of positive outcomes for clients, but also delivered significant added value for other public sector services such as housing, health, police, probation and employment and skills.

In presenting the report, the Executive Member for Neighbourhoods, Planning and Support Services, highlighted the significant changes for the Programme during 2012/13 in terms of service reviews and re-modelling in response to central government budgetary reductions. The Board welcomed the information provided in respect of the on-going service improvements focussing on the clients, including developing more integrated services, flexibility and responsiveness within the programme, strengthening partnership working and integrated pathways for clients.

RESOLVED – That the contents of the report be noted and that in future, an Annual Report on the Housing Related Support programme be submitted to Executive Board.

150 Planning Policy for Affordable Housing

The Director of City Development submitted a report on the outcome of the Core Strategy Examination in relation to Leeds' affordable housing policy and sought approval to a proposed modification to the Core Strategy in order to incorporate the affordable housing targets and thresholds in response to comments received from the Inspector.

The report outlined how the Council's submission Core Strategy, as part of the Local Development Framework, had been the subject of Independent Examination, with the main block of Hearing sessions being held in October 2013. Core Strategy Policy H5 set out the approach to affordable housing, which currently advocated the use of a Supplementary Planning Document (SPD) to set thresholds and targets for the delivery of affordable housing. The Council had argued at Examination that this approach was consistent with the

regulations that govern the use of SPD and would enable the Council to respond to changes in market conditions in a timely way.

The Inspectors response to this approach was included as Appendix 2 of the report and concluded that the use of an SPD for setting affordable housing thresholds and targets was inappropriate. The Inspector had recommended that thresholds and targets for affordable housing be incorporated within the Core Strategy.

In presenting the report, the Executive Member for Neighbourhoods, Planning and Support Services indicated that one further revision may be required in respect of the Scholes affordable housing boundary, in consultation with local ward Councillors

RESOLVED – That, subject to a further review (and amendment if necessary) of the Scholes affordable housing boundary,

- a) That the overall approach to the revised affordable housing targets and thresholds in Core Strategy Policy H5 as set out in Paragraph. 3.2 and as amended in Appendix 3 of the submitted report be approved, and that the Chief Planning Officer be authorised to take such steps as are necessary to pursue this modification to the submitted Core Strategy as part of the formal examination;
- b) To note:
 - the stages required to implement the decision as outlined in paragraph 3.6 of the submitted report
 - proposed timescales for implementation as outlined in paragraph 3.6
 - that the Head of Forward Planning and Implementation will be responsible for implementation following formal adoption of the plan.

(The matters referred to within this minute were designated as being exempt from Call In due to the fact that it was necessary for the decision to be exempt in order to allow publication of the modifications as part of the Core Strategy timetable. The reasons for the urgency of the decisions were detailed within paragraph 4.5.1 to 4.6 of the submitted report)

151 Citizens@Leeds: Responsive to the Needs of Local Communities

Further to minute 139 of the meeting held 12TH December 2012, the Assistant Chief Executive Citizens and Communities presented a outlining the findings of the Area Working review. The report sought endorsement of the Citizens@Leeds proposition of being responsive to local communities and included specific proposals for a new approach to local democratic engagement and decision making to be adopted, subject to consultation and discussion, before new arrangements were implemented for the 2014/15 municipal year.

Appendix 1 detailed the proposition around the need to be responsive to local communities, building on recent work to improve Leeds' locality working arrangements. The proposition included proposals to develop a new approach to build on the work of Area Committees, to improve local democratic leadership of local areas, as well as provide a more meaningful way of involving local people in decisions that affect their local neighbourhoods

In presenting the report, the Executive Member for Neighbourhoods, Planning and Support Services, referred to the work done by the Area Chairs forum to consider how the Council could be more responsive to local communities and identified the intention to create a new locality working approach; built on the development of Community Committees to replace the current Area Committee structure and the introduction of a new community engagement model to support the Community Committees in their decision making responsibilities.

Members' comments on the skills required for implementation of the new structure were noted.

Additionally, the Board noted the particular success of the delivery of LCC Environmental Services following the devolvement of this service to the Area Committees and suggested that this be seen as a template for future locality working.

RESOLVED –

- a) That the “responsive to the needs of local communities” proposition as detailed at Appendix 1 of the submitted report be endorsed;
- b) That the principles identified at paragraphs 3.10 and 3.11 of the report be agreed and the Assistant Chief Executive (Citizens and Communities) be authorised to consult on the community committee and community engagement proposals, prior to final arrangements being brought back to Executive Board in May 2014 for approval

CHILDREN'S SERVICES

152 Improving Outcomes for Children with Behaviour, Emotional and Social Difficulties (BESD): Outcome of Statutory Notice on Proposals for the Expansion of Behaviour, Emotional and Social Difficulties (BESD) Provision from January 2014

Further to minute 85 of the meeting held 4th September 2013, the Director of Children's Services submitted a further report on proposals brought forward to meet the local authority's duty to ensure sufficiency of school places for children with a statement of special educational needs which names behaviour, emotional and social difficulties (BESD) as the principle need. The report detailed the outcome of statutory notices in relation to the expansion of BESD provision for primary and secondary age pupils across the city for January 2014, and sought a final decision on the proposals.

In presenting the report the Executive Member for Children's Services highlighted the work undertaken to provide the best opportunities for this particular cohort of young people

RESOLVED

- a) That approval be given to the linked proposals to:
 - raise the age range of Elmete Wood – BESD SILC (Behaviour, Emotional, Social Difficulties Specialist Learning Centre), Elmete Lane, Leeds, West Yorkshire, LS8 2LJ from 5 to 11 to 11 to 16 and to expand the capacity of the

provision from 150 to 200 places with the expansion of the school's remit to allow it to offer learning to children without a statement, in the manner of a PRU, with effect from January 2014. The school will operate from additional sites at:

Stonegate Road Centre, Stonegate Road, Stonegate Road, Leeds, LS6 4QJ

The Burley Park Centre, Cardigan Lane, Leeds, LS4 2LE

The Hunslet Gate Centre, Sussex Gardens, Leeds, LS10 2LA, and

The Tinshill Centre, Woodnook Drive, Tinshill, LS16 6NE, and

- expand the capacity of the West Oaks SEN Specialist School and College – Oakwood Lane site BESD (Behaviour, Emotional, Social Difficulties) provision, Oakwood Lane, Leeds, West Yorkshire, LS8 3L from a capacity of 30 pupils aged 4 to 11 to 40 pupils aged 4 to 11 with the expansion of the school's remit to allow it to offer learning to children without a statement, in the manner of a PRU, with effect from January 2014. No new or additional site is required for these changes. The school will make use of its existing premises.

b) To note the implementation date is 1st January 2014 and that the responsible officer is the Head of the Virtual College.

(The matters referred to within this minute were designated as being exempt from Call In due to the critical nature of the date by which a decision must be confirmed following the end of the statutory notice period. The reasons for the urgency of the decisions were detailed within paragraphs 4.5.2 and 4.5.3 of the submitted report)

153 Consultation outcomes on school place expansions for 2015

The Director of Children's Services submitted a report setting out proposals brought forward to meet the local authority's duty to ensure sufficiency of school places. The report was divided into four parts and dealt with the following matters:

Part A – sought permission to publish a statutory notice in relation to the expansion of Calverley C of E Primary School.

Part B – sought permission to publish a statutory notice in relation to a proposal to open a specialist provision at Moor Allerton Hall Primary School for pupils who are deaf and hearing impaired from September 2014.

Part C – sought permission to publish a statutory notice to expand Broomfield South SILC and West Oaks SEN Specialist School and College.

Part D - described the outcome of a Statutory Notice in relation to expanding primary provision in Pudsey and sought a final decision on that proposal.

RESOLVED

a) That in respect of **Part A**

- 1) To approve the publication of a statutory notice to expand Calverley C of E Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2015.

- 2) To note the officer responsible for implementation is the Capacity, Planning and Sufficiency Lead.
- 3) To note that a further report detailing the outcome of consultation in Farsley will be taken to January's Executive Board.

b) That in respect of **Part B**

- 1) To approve the publication of a statutory notice to open a specialist provision at Moor Allerton Hall Primary School for pupils who are deaf and hearing impaired from September 2014.
- 2) To note the officer responsible for implementation is the Sensory Service Lead.

c) That in respect of **Part C**

- 1) To approve the publication of a statutory notice to expand the Broomfield South SILC from a capacity of 200 to 250 pupils with effect from September 2015 using a site adjacent to the school, Broom Court (Broom Place, Leeds, LS10 3JP).
- 2) To approve the publication of a statutory notice to expand the West Oaks SEN Specialist School and College from a capacity of 200 to 350 pupils with effect from September 2015 by the creation of an additional site for 150 children and young people aged 2 to 16 on the former Blenheim Centre (Crowther Place, Leeds, West Yorkshire).
- 3) To note the officer responsible for implementation is the Best Practice Development Officer.

That in respect of **Part D**

- 1) To approve the expansion of Pudsey Primrose Hill Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2015.
- 2) To note the officer responsible for implementation is the Capacity, Planning and Sufficiency Lead.

DATE OF PUBLICATION: 20th DECEMBER 2013

LAST DATE FOR CALL IN

OF ELIGIBLE DECISIONS: MONDAY 6TH JANUARY 2014 at 5.00 pm

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Tuesday 7th January 2014)

EXECUTIVE BOARD

WEDNESDAY, 22ND JANUARY, 2014

PRESENT: Councillor K Wakefield in the Chair

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

154 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- (a) Appendix 1 to the report entitled, 'Design and Cost Report: Mercury Abatement: Cottingley Crematorium' referred to at Minute No. 169 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any person or company (including the authority holding that information) which may result in prejudicial trading of that company. It is therefore considered that it is not in the public interest to release this information at this time, as this would compromise the Council's position.

155 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared to the meeting, however:-

In relation to the item entitled, 'Financial Health Monitoring 2013/2014: Month 8', Councillors Yeadon and Mulherin both drew the Board's attention to the fact that Councillor Yeadon was the Chair of the Leeds Grand Theatre and Opera House Board of Management and Councillor Mulherin was a member of the same Board. (Minute No. 160 refers).

156 Minutes

RESOLVED – That the minutes of the previous meeting held on 18th December 2013 be approved as a correct record.

LEISURE AND SKILLS

157 European Capital of Culture 2023

The Director of City Development submitted a report which sought to highlight the opportunity for Leeds to submit a bid to become European Capital of Culture 2023. In addition, the report outlined the issues and benefits associated with the title and aimed to canvas opinion from the Executive on this subject.

In presenting the report, the Executive Member for Leisure and Skills welcomed the positive responses received following informal discussions which had been conducted on this issue and highlighted that throughout any forthcoming consultation, consideration would continue to be given to the potential impact that achieving this award may have upon the people of Leeds.

RESOLVED -

- (a) That the contents of the submitted report, including those issues and opportunities raised within it regarding the consideration of whether or not to submit a bid for European Capital of Culture 2023, be noted.
- (b) That support be given to continued discussions taking place with a wide range of stakeholders over the next 9-12 months on this issue.
- (c) That a more detailed report be submitted to the Board in early 2015, outlining the results of the additional consultation, research and other considerations made at that point.

ADULT SOCIAL CARE

158 Response to Deputation - MENCAP regarding 'Question Time' Event at Leeds Civic Hall

The Director of Adult Social Services submitted a report responding to the deputation presented by a group of people with learning difficulties, who were supported by MENCAP, to the full Council meeting of 13th November 2013. The deputation related to the 'Question Time' event held at Leeds Civic Hall on 26th July 2013 and the potential establishment of a Leeds People's Parliament.

RESOLVED -

- (a) That the success of the 'Question Time' event which was held in the Council Chamber on 26th July 2013 be noted, together with the importance of people with a learning disability being involved in local democracy.
- (b) That support be provided to the 'Asking You!' Reference Group with regard to the group sharing learning with the Sheffield People's Parliament.

- (c) That support be provided to the 'Asking You!' Reference Group with regard to looking at regularly using the Council Chamber for their meetings, and also in respect of the group giving consideration to changing its name, if members of the group so wish, in order to reflect its links with local democracy.
- (d) That it be noted that the Joint Commissioning Manager will support the 'Asking You!' Reference Group in taking these recommendations forward.

LEADER OF COUNCIL'S PORTFOLIO

159 Response to Deputation - the role of Post Offices within Communities

The Assistant Chief Executive (Citizens and Communities) submitted a report responding to the deputation presented to the full Council meeting of 13th November 2013 concerning the role of Post Offices within the community.

RESOLVED -

- (a) That the work which is taking place in localities to support individual Post Offices be noted.
- (b) That the level and nature of the work which the Post Office currently conducts on behalf of the Council be noted.

160 Financial Health Monitoring 2013/2014 - Month 8

The Deputy Chief Executive submitted a report presenting the Council's projected financial position for 2013/2014 after eight months of the financial year.

The Chair thanked all officers concerned for their continued efforts which had led to the currently projected underspend after 8 months of the financial year.

Responding to a specific enquiry, a Member was provided with further information regarding the increased costs associated with dog kennelling services which had been experienced.

RESOLVED -

- (a) That the projected financial position of the authority after eight months of the financial year be noted.
- (b) That an additional grant payment of £142,000 from contingency be approved, in order to stabilise the Grand Theatre company's finances.

HEALTH AND WELLBEING

161 Review and Commissioning of Drug and Alcohol Treatment and Recovery Services

The Directors of Public Health, Adult Social Services, Children's Services and Environment and Housing submitted a joint report regarding the commissioning review undertaken in respect of drug and alcohol treatment

and recovery services, which followed directly on from the Leeds Drug and Alcohol Strategy and Action Plan approved by Executive Board in November 2013 (Minute No. 120 referred). The report highlighted the key findings from the review, detailed the draft service design and sought approval to proceed with the re-commissioning of the services.

In considering the submitted report, a Member sought to emphasise the potential cost efficiencies and savings which the re-commissioned integrated services could achieve. In response, the Board noted the comments made in respect of potential savings and highlighted the importance of re-investing such savings into service provision wherever possible.

In addition, specific reference was made to the work of Safer Leeds in respect of tackling the issue of drugs and alcohol misuse. Also, the Board's attention was drawn to the significant number of young people who were affected by parental drug and alcohol misuse in the UK.

RESOLVED – That the progress of the review be noted, and that approval be given to proceed with the re-commissioning of drug and alcohol treatment and recovery services.

DEVELOPMENT AND THE ECONOMY

162 High Speed Rail Phase 2: Formal Consultation Response

Further to Minute No. 176, 15th February 2013, the Director of City Development submitted a report providing an update on the Government's proposals for HS2 and which sought endorsement of the proposed City Council submission to the Department for Transport's consultation exercise on the initial preferred route and station proposals.

The draft submission to the HS2 Phase 2 consultation exercise was appended to the submitted report for Board Members' consideration.

Responding to a question, the Board was provided with clarification regarding the consistency of the representations which had been made by the Council in respect of the HS2 route and potential alternatives to it, together with the compensation arrangements. Regarding the compensation arrangements, emphasis was placed upon the need for such arrangements to be resolved at the earliest opportunity.

The Board discussed and noted the potential range of benefits which could be realised from the development, including improved connectivity throughout the city region, increased capacity upon the network, increased transportation of freight via rail and associated regeneration, jobs and skills opportunities. Members also noted the benefits from a coherent approach being adopted by the relevant authorities within the north of England.

RESOLVED -

(a) That the contents of the submitted report be noted.

- (b) That the proposed submission to the HS2 Phase 2 consultation, as set out within the appendix to the submitted report be approved, subject to any final amendments.
- (c) That the final submission of the response by the deadline date of 31st January 2014 be delegated to the Director of City Development.

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

(The matters referred to within this minute were designated by the Board as being exempt from Call In, due to the fact that the decisions arising from this report were deemed as urgent, given that the submission deadline for the consultation document is 31st January 2014. The Call In process would not enable the submission deadline to be met by the Council, and it is deemed that not meeting this deadline may prejudice the Council's or the public's interest)

163 A6120/A65 Horsforth Roundabout Improvement

The Director of City Development submitted a report advising of the scheme costs totalling £2,770,000 for the proposed improvements to Horsforth Roundabout and which also sought authority to incur additional expenditure of £2,520,000 (of which, £250,000 had been previously approved). In addition, the report also sought to invite tenders and to implement the proposed highway improvement works to Horsforth Roundabout.

RESOLVED –

- (a) That the construction of the Council's preferred scheme to fully signalise Horsforth Roundabout at an estimated cost of £2,770,000, be approved.
- (b) That an additional £1,450,000 be injected into the City Development Capital Programme for this scheme (noting that £1,320,000 is already included in the Capital Programme and also that the £1,450,000 is funded from a private developer contribution receipt).
- (c) That authority be given to incur additional expenditure of £2,520,000 (comprising of works costs of £2,380,000; staff fee costs of £110,000 and legal/other costs of £30,000) funded from the LTP Transport Policy Capital Programme (£1,070,000) and a Private Developer contribution receipt (£1,450,000).
- (d) That it be noted that previous Design and Cost reports approved authority to incur expenditure of £250,000 on initial staff design fee costs on this scheme, funded from the LTP Transport Policy Capital Programme.
- (e) That it be noted that the officer responsible for implementing these proposals is the Acting Head of Transport Policy, that the works will be

procured through competitive tender and delivered in line with the date identified in section 4.7 of the submitted report.

164 East Leeds Extension: Next Steps in Enabling Investment in Infrastructure and Housing

Further to Minute No. 100, 9th October 2013, the Director of City Development submitted a report providing an update on the work undertaken to establish the principles on which the financial contribution of housing developers to the construction of the East Leeds Orbital Road (ELOR) could be based. The submitted report invited the Board to note the rationale behind the approach proposed and to consider the implications for the Council and its role in leading the delivery of infrastructure and housing in the East Leeds Extension.

The Board acknowledged the significance of the scheme for East Leeds, both in respect of housing development and also with regard to associated infrastructure and noted that it was currently anticipated that the Northern Quadrant planning application would be submitted to City Plans Panel in February 2014.

Responding to an enquiry, the Board was provided with clarification both on the associated timescales for the scheme, together with the processes by which the development was being progressed.

Members noted that further work was to be undertaken with regard to proposals around greenspace provision associated with the development, whilst the Board also received an update in respect of the current position regarding infrastructure funding.

Regarding paragraph 2.11 of the submitted report, the Executive Member for Neighbourhoods, Planning and Support Services sought the Board's approval to withdraw a section of this paragraph (commencing: 'It is envisaged' through to 'to the A58', together with the removal of the word 'further' from the final sentence), in order to properly reflect the current position in respect of the Red Hall site, and the fact that preliminary work in the form of an Informal Planning Statement would continue in 2014, along with associated consultation. The paragraph within the submitted report would then read:

'In Section 1 – Red Hall, the Council itself owns the majority of the land, which was the subject of a report to Executive Board in September 2013. Members approved drafting of an informal Planning Statement for the site that following relocation of the existing Parks & Countryside nursery would guide possible future development and set out the requirement for local infrastructure and facilities. The detailed brief will be developed during 2014 and will be subject to consultation with local residents and other stakeholders'.

RESOLVED -

- (a) That the position reached in discussions with the Northern Quadrant consortium, as set out within the submitted report, be noted.

- (b) That with regard to paragraph 2.11 of the submitted report, the section of this paragraph (commencing: 'It is envisaged' through to 'to the A58', together with the word 'further' from the final sentence) be withdrawn from the report, in order to properly reflect the current position in respect of the Red Hall site, and the fact that preliminary work in the form of an Informal Planning Statement would continue in 2014, along with associated consultation. As a result, the paragraph within the submitted report would read as detailed above.
- (c) That support be given to the principle that (subject to the grant of planning permission) the delivery of the East Leeds Orbital Road between the A58 and A64 roundabouts should be funded by developer contributions, to be included in a s106 agreement to be negotiated by the Chief Planning Officer (paragraphs 3.8 – 3.12 of the submitted report refer).
- (d) That approval be given to the principle of direct delivery by the City Council of the East Leeds Orbital Road between the A58 and A64, to be led by the Chief Highways and Transportation Officer, subject to securing the necessary statutory consents, the grant of planning permission including the completion of the s106 agreement and the approval of a detailed financial business case (paragraphs 3.10 – 3.12 of the submitted report refer).
- (e) That approval be given for the Chief Highways and Transportation Officer to progress delivery of the East Leeds Orbital Road between the A58 and A64 on the basis that, should any compulsory purchase of land be required, the s106 agreement negotiated by the Chief Planning Officer will include an indemnity to the Council from the Northern Quadrant consortium for all costs properly incurred in pursuing a CPO (paragraphs 3.20 – 3.22 of the submitted report refer).
- (f) That a further report be brought back to Executive Board by the Director of City Development in order to agree the specific financial implications for the Council as early as possible once the details of the s106 Agreement for the Northern Quadrant have been established.
- (g) That approval be given to the approach as set out within resolutions (a) to (d) above. With this approach being used as a basis for the Chief Planning Officer to lead discussions with landowners and developers in the Red Hall, Middle and Southern Quadrants of the East Leeds Extension for establishing developer contributions to the funding of the East Leeds Orbital Road (as set out within paragraphs 3.25 – 3.27 of the submitted report), subject to the further legal clarification referred to in paragraph 3.30 of the submitted report.
- (h) That the due diligence now underway with the Homes and Communities Agency and development interests to secure access to up to £15,200,000 of support in the form of loans or equity from the government's Local Infrastructure Fund towards the costs of delivering

the East Leeds Orbital Road which will support the development of housing in the East Leeds Extension, be noted (paragraphs 3.32 – 3.33 of the submitted report refer).

165 Leeds City Council Input to Leeds City Region Strategic Economic Plan

The Director of City Development submitted a report setting out the recommended main proposals from Leeds City Council to be incorporated into the Leeds City Region Strategic Economic Plan.

Members noted the process by which greater levels of devolution to Local Authorities had been proposed, noted the respective levels of capital finance relating to this initiative when compared to revenue and acknowledged the need for such finances to feed into the development of strategic schemes wherever possible.

RESOLVED -

- (a) That the main emerging priorities from Leeds, which will form the basis for Leeds City Council's submission to the Leeds City Region Strategic Economic Plan be endorsed.
- (b) That the approach of using the Core Cities "asks" of Government, as the basis for our proposals to Government, through the Strategic Economic Plan and the City Growth Deal, for greater devolution to support economic growth, be endorsed.
- (c) That the Chief Economic Development Officer be requested to co-ordinate further work to develop the proposals from Leeds for input into the Strategic Economic Plan and to work closely with the Leeds City Region team on the production of the Strategic Economic Plan, recognising that this will be an iterative process.
- (d) That the submitted report and the issues covered within it be referred for consideration to a joint session of the Scrutiny Board (Sustainable Economy and Culture) and the Scrutiny Board (Housing and Regeneration).
- (e) That the Chief Economic Development Officer update Executive Board at its meeting on 5th March 2014 on the proposed input from Leeds into the Strategic Economic Plan, including on how the views of the Scrutiny Boards have been taken into account.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

166 Proposal for Maximising the Use of Council Homes

The Director of Environment and Housing submitted a report which proposed a new incentive scheme to facilitate moves which would enhance the use of council stock and deliver improved outcomes for customers.

Members discussed the levels of demand for certain types of properties, and responding to an enquiry, the Board noted the flexible approach taken in certain circumstances with regard to under occupancy, where affordability of a larger property was not an issue for the customer and such an approach would increase both customer choice and also tenancy sustainability.

The Board considered the benefits of a mutual exchange incentive scheme and noted the more proactive and flexible approach to be taken by housing managers in future.

RESOLVED -

- (a) That the successes of the Council's under occupation scheme and the mutual exchange incentive scheme be noted.
- (b) That the formal closure of the Council's previous under-occupation incentive scheme be approved.
- (c) That £200,000 from the Housing Revenue Account for 2014/2015 be earmarked to fund a new incentive scheme to operate from April 2014 – March 2015, based upon the principles outlined within sections 4.16 – 4.37 of the submitted report.
- (d) That approval be given to a new scheme being developed by the Chief Officer Statutory Housing, in conjunction with officers from Housing Leeds Housing Management, to be launched from 1st April 2014.

CHILDREN'S SERVICES

167 Design & Cost Report for Allerton Bywater Primary School: Basic Need Project Phase 2 - New build accommodation to facilitate school expansion

The Director of Children's Services submitted a report regarding the proposed Basic Need expansion at Allerton Bywater Primary School which would enable the admission limit of the school to increase from 30 to 60 pupils. In addition, the report sought authority to incur capital expenditure of £2,035,338 in order to undertake the works required to provide 6 additional teaching spaces, cloakrooms space, toilet facilities and additional parking provision at the school.

The Board noted that an issue had recently arisen with regard to a redundant mine shaft on the land potentially identified for off-site car parking, however, Members were assured that this matter would not impact upon the proposals as set out within the submitted report.

RESOLVED -

- (a) That expenditure of £2,035,338 from Capital Scheme number 16585/ALB/000 be authorised in order to enable the construction of additional accommodation at Allerton Bywater Primary School.

- (b) That the programme dates, as identified within section 4.4 of the submitted report, regarding the implementation of this decision be noted, with it also being noted that the final delivery date for total completion of this scheme is August 2014.
- (c) That it be noted that the Director of Children's Services is responsible for the implementation of such matters.

ENVIRONMENT

168 Waste Collection Service Policies

Further to Minute No. 90, 9th October 2013, the Director of Environment and Housing submitted a report which sought to formalise the Council's policies for the kerbside collection of waste and recyclables. Specifically, the Board was recommended to formally adopt the specific operational kerbside collection policies, as proposed within section 3 of the submitted report.

By way of introduction to the submitted report, the Executive Member for the Environment provided the Board with a number of clarifications in respect of its contents, highlighting that the proposed policies were intended to formalise the Council's existing practices regarding the kerbside collection of waste and recyclables. Furthermore, the Executive Member paid tribute to all of the teams involved in the Council's kerbside collection services for the work they continue to undertake.

Responding to enquiries, the Board received an update and clarification upon a number of issues including: the provision of brown bins to more households across the city, the procedure to address missed collections and the provision of food waste collections.

RESOLVED – That the formal adoption of the specific operational kerbside collection policies, as proposed within section 3 of the submitted report, be approved.

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

169 Design and Cost Report: Mercury Abatement - Cottingley Crematorium

Further to Minute No.15, 19th June 2013, the Director of Environment and Housing submitted a report advising of the progress made regarding the specification development and cost estimates in relation to Cottingley Crematorium, in addition to seeking approval to spend up to the financial limit as detailed within exempt appendix 1 of the submitted report. Furthermore, the report sought approval to let the contract following the conclusion of a design and build procurement process, subject to the preferred tender return being within the approved budget, as detailed within exempt appendix 1. Finally, the report sought approval of an injection of £425,000 into Capital Scheme No. 16194 to cover the costs identified in the exempt appendix.

Following consideration of Appendix 1 to the submitted report, designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED -

- (a) That expenditure of up to the limit detailed within exempt appendix 1 to the submitted report be authorised to replace the cremators at Cottingley Crematorium with equipment capable of abating mercury emissions.
- (b) That the award of a design and build contract be approved, subject to the preferred tender return being within the budget as detailed within exempt appendix 1 to the submitted report.
- (c) That an injection of £425,000 into Capital scheme 16194 / COT / 000 be approved in order to cover the costs as identified within exempt appendix 1 to the submitted report.
- (d) That the steps required to implement the decisions and associated timescales, as detailed within paragraph 3.2 of the submitted report be noted, together with the fact that the Chief Officer Parks and Countryside will be responsible for implementing such decisions.

DATE OF PUBLICATION: FRIDAY, 24TH JANUARY 2014

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** FRIDAY, 31ST JANUARY 2014 AT 5.00P.M.

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 3rd February 2014)

Draft minutes to be approved at the meeting
to be held on Friday, 14th February, 2014

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