



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 16th October, 2014 at 9.45 am

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

Councillors

- 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;
- F Venner - Kirkstall;

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)
- Ms J Hazelgrave - Parent Governor Representative (Special)

Co-opted Members (Non-Voting)

- Ms C Foote - Teacher Representative
- Ms K Jan - Teacher Representative
- Ms S Hutchinson - Early Years Representative
- Ms T Kayani - Young Lives Leeds
- Vacancy - Looked After Children and Care Leavers

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A G E N D A

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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.</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 - 11 SEPTEMBER 2014</p> <p>To confirm as a correct record, the minutes of the meeting held on 11 September 2014.</p>	1 - 6
7			<p>RESPONSE TO THE SCRUTINY INQUIRY REPORT ON CLUSTER PARTNERSHIPS</p> <p>To consider a report from the Chief Executive, Director of Children's Services and Director of Public Health outlining the formal response to the recommendations of the Scrutiny Board (Children and Families).</p>	7 - 22
8			<p>UNIVERSAL YOUTH ACTIVITY FUNDING</p> <p>To consider the reports of Head of Scrutiny and Member Development and the Head of Early Help Services (Children's Services) providing information in relation to the delegated universal youth activities and funding.</p>	23 - 30

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>THE CHILDREN AND FAMILIES ACT 2014: SEN AND DISABILITY REFORMS</p> <p>To consider the report of the Head of Service (Complex Needs) providing an update on the Special Educational Needs and Disabilities reforms of the Children and Families Act 2014, that came into effect on the 1 September 2014.</p>	31 - 48
10			<p>DRAFT TERMS OF REFERENCE - INQUIRY INTO KINSHIP CARE</p> <p>To consider the report of the Head of Scrutiny and Member Development presenting the draft terms of reference for the scrutiny inquiry into Kinship Care in Leeds.</p>	49 - 54
11			<p>WORK SCHEDULE</p> <p>To consider the Scrutiny Board's work schedule for the 2014/15 municipal year.</p>	55 - 76
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 13 November 2014 at 9.45am (Pre-meeting for all Board Members at 9.15am)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	

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SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 11TH SEPTEMBER, 2014

PRESENT: Councillor J Chapman in the Chair

Councillors J Elliott, C Gruen, A Lamb,
P Latty, K Mitchell, M Rafique, K Renshaw,
A Sobel, B Urry and F Venner

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)
Mrs J Ward – Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING)

Ms C Foote – Teacher Representative

19 Late item - Appointment of Parent Governor Representative (SEN)

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:

- Appointment of Parent Governor Representative (SEN) – The Board agreed the appointment of Ms J Hazelgrave with effect from 12 September 2014.

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

20 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

21 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Co-opted Members, Mrs S Hutchinson, Ms K Jan and Ms T Kayani.

22 Minutes - 24 July 2014

RESOLVED – That the minutes of the meeting held on 24 July 2014 be approved as a correct record.

23 Leeds Safeguarding Children Board - Draft Annual Report 2013/14 Executive Summary

The Head of Scrutiny and Member Development submitted a report presenting the Leeds Safeguarding Children Board – Draft Annual Report 2013/14 Executive Summary.

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

- Councillor Judith Blake, Executive Member, Children and Families
- Councillor Jane Dowson, Deputy Executive Member, Children and Families
- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director, Safeguarding, Specialist & Targeted Services
- Jane Held, Chair of Leeds Safeguarding Children Board
- Bryan Gocke, Leeds Safeguarding Children Board Manager.

The key areas of discussion were:

- The journey over the past 12 months and the new challenges that have to be progressed. These challenges are summarised to the LSCB, Trust Board and other strategic partners.
- The focus on adult life and impact that has on children in the City. The Board was advised about the 'Think Family' protocol.
- The potential for Scrutiny to support the work of the LSCB.
- The requirement for a working group of the Scrutiny Board to consider the issues raised by the Rotherham report. Assurance was sought that the LSCB, Children's Services and the wider Council is taking action in response. This is being reviewed by strategic CSE sub group. The current strategy will be reviewed (multi agency) in light of the findings to identify what needs to be explored and addressed. The Executive Board member stated that Leeds City Council takes this situation very seriously.
- Protocols for safeguarding around the 'front door' operation.
- Intervention in adult service and the degree of information in the LSCB report. The Board was advised that there is significant information in the full LSCB report which will be shared once published.
- Challenges regarding the secure establishment in Wetherby and how they are being addressed.
- Family Group Conferencing and the results that are now starting to materialise.
- Required improvement in reflecting the views of the Child which needs to be evidenced over the forthcoming year.
- The structure of the LSCB and subgroups.

RESOLVED –

The Scrutiny Board (Children and Families)

- a) Considered and noted the information contained within the draft LSCB Annual Report, Executive Summary.
- b) Requested additional information relating to LSCB structures
- c) To arrange a working group of the Board to further consider CSE and safeguarding following the Rotherham report.

24 Increasing the Number of Young People in Employment Education or Training

The Head of Scrutiny and Member Development and the Director of Children's Services submitted reports which provided information relating to pathways for young people who are SEN or leaving care and also provided local NEET information by Cluster. Tracking information was also provided which enabled the Scrutiny Board to monitor progress in accordance with recommendation made in the Scrutiny inquiry.

The following information was appended to the report:

- Appendix A – Recommendation Flow Chart
- Appendix B – Review of increasing the Number of Young People in Education, Employment or Training (September 2014)
- Annex 1 – Performance Tables
- Annex 2 – The journey to sustained employment
- Annex 3 – From Care2Work
- Annex 4 – Post 16 Infrastructure Collaboration
- Annex 5 – Progression Routes for young people on the Devolved Youth Contact
- Annex 6 – Data Flow in and out of the Local Authority for 16 – 18 Year Olds

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

- Councillor Judith Blake, Executive Member, Children and Families
- Councillor Jane Dowson, Deputy Executive Member, Children and Families
- Nigel Richardson, Director of Children's Services
- Andrea Richardson, Head of Early Help Services
- Richard Amos, Senior Partnership Manager
- Lynne McLaughlin, iGen
- Sandra Pentelow, Principal Scrutiny Advisor.

The key areas of discussion were:

- The significant progress to reduce the number of 'not knowns' and improvements in data sharing.

- Youth contract program, figures are significantly better than other city deal youth contract program and the national youth contract programme.
- The targeted and focused work by iGen in Clusters.
- Concern regarding young people who have difficulty staying EET or who have not attained sufficient GCSE's to secure a destination. In response the Board were advised hat work is being done to work with schools in high NEET areas to bring in colleges and training providers during year 11 before young people leave school. Many of those year 11 young people are already working with iGen undertaking various programs to suit their individual needs.
- Meeting the needs of young people with complex SEN. The Board were advised that this is currently being looked at working with schools and colleges to improve provision.
- The improved IAG provision that is now provided by iGen as a result of access to schools.
- Providing opportunities for young people to learn skills outside the core curriculum and meeting the needs of the young person and not the requirements of the educational establishment.
- Working with businesses and the need to provide in work support particularly for vulnerable young people.

RESOLVED –

The Scrutiny Board (Children and Families):

- (a) Agree the recommendations which no longer require monitoring and were satisfactory progress is being made as follows:

Recommendation 1 – 6
 Recommendation 2 – 4
 Recommendation 3 – 2
 Recommendation 4 – 2
 Recommendation 5 – 4
 Recommendation 6 – 4
 Recommendation 7 – 4
 Recommendation 8 – 4
 Recommendation 9 – 4
 Recommendation 10 – 4
 Recommendation 11 – 4
 Recommendation 12 – 4
 Recommendation 13 - 2

- (b) Considered and noted the information relating to SEN, Care Leavers and local NEET information.
- (c) Requested NEET figures table 8 by age, to identify the numbers of NEET young people who should be fully engaged due to RPA.

25 Learning Places for Leeds Overview

The Director of Children's Services submitted a report which summarised the work undertaken over the last 12 months to ensure statutory duties are being met to secure sufficient early years and school places for children and young people across the city.

The following information was appended to the report:

- Basic Need Programme Dashboard
- 2014 Bulge Cohort Summary
- 2014 2 year old Capital Programme
- Primary Basic Need Dashboard Report

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

- Councillor Judith Blake, Executive Member, Children and Families
- Councillor Jane Dowson, Deputy Executive Member, Children and Families
- Nigel Richardson, Director of Children's Services
- Andrea Richardson, Head of Early Help Services
- Lesley Savage, Capacity Planning and Sufficiency Lead
- Liz Lowe, Capacity Planning and Sufficiency Deputy Lead
- Peter Anderson-Beck, Programme Manager.

The key areas of discussion were:

- Concerns around the impact of PFI and Free Schools on strategic planning for additional places.
- £40m funding shortfall to deliver the schemes required to meet demand.
- The provision and development of places for eligible 2, 3 and 4 year olds.
- Concern about class sizes and in shared areas not conducive to teaching and learning. The Board were advised that statutory guidelines are being adhered to with regard to class sizes.
- Difficulties regarding in year admissions and lack of available places in some parts of the city.
- Free School capacity and take up which identified that in a number of schools a number of available places have not been taken up.
- Assistance for vulnerable parents.

RESOLVED – That the contents of the report be noted.

26 Draft Terms of Reference - Raising Educational Standards in Leeds - Learning Improvement

The Head of Scrutiny and Member Development submitted the draft terms of reference which defined the outline and timescales for the scrutiny inquiry into Learning Improvement.

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

- Councillor Judith Blake, Executive Member, Children and Families
- Councillor Jane Dowson, Deputy Executive Member, Children and Families
- Nigel Richardson, Director of Children's Services
- Gail Webb, Head of Learning Improvement
- Sandra Pentelow, Principal Scrutiny Advisor

RESOLVED – The Scrutiny Board (Children and Families) amended the terms of reference relating to session 2 to consider narrowing the gap data for the significant known vulnerable groups and not all groups, then agreed the terms of reference into Raising Educational Standards in Leeds – Learning Improvement.

27 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 2014/2015 and the Executive Board minutes for 16 July 2014 were appended to the report.

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

RESOLVED – The Scrutiny Board (Children and Families) noted the content of the report and agreed the work schedule.

28 Date and Time of Next Meeting

Thursday, 16th October 2014 at 9.45am in the Civic Hall, Leeds (pre-meeting for Board Members at 9.15am)

(The meeting concluded at 12.00 noon)



Report author: Nicola Engel

Tel: 0113 247 5580

Report of Chief Executive, Director of Children’s Services and Director of Public Health

Report to Scrutiny Board (Children & Families)

Date: 16 October 2014

Subject: Response to the Scrutiny Inquiry report on Cluster Partnerships (July 2014)

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

Summary of main issues

1. Between November 2013 and April 2014 the Scrutiny Board (Children and Families) undertook an inquiry into cluster partnership working. The scope of the inquiry is set out in detail in the final report which was published in July 2014.
2. Leeds has as ambition to be a child friendly city and cluster model of locality working represents the key means of achieving this ambition at the local level. Children’s Services welcomed the scrutiny inquiry and was pleased to be able to support the Board in it work to establish the value and contribution that cluster working makes to improving the lives of children, young people and their families across the city.
3. The recommendations of the inquiry sought action from the Chief Executive, the Director of children’s services and the Director of public health. As such therefore this report represents the joint response of all of the above.

Recommendations

4. The Scrutiny Board is requested to note the responses to the recommendations based on their findings and to endorse the approach outlined below.

1 Purpose of this report

- 1.1 This report sets out the formal response of the Chief Executive, Director of Children's Services and Director of Public Health to the recommendations of the Scrutiny Board (Children and Families) inquiry into the Cluster partnership.

2 Background information

- 2.1 Between November 2013 and April 2014 the Scrutiny Board (Children and Families) undertook an inquiry into cluster partnerships. The scope of the inquiry is set out in detail in the final report which was published in July 2014.
- 2.2 Leeds has as ambition to be a child friendly city and cluster model of locality working represents the key means of achieving this ambition at the local level. Children's Services welcomed the scrutiny inquiry and was pleased to be able to support the Board in its work to establish the value and contribution that cluster working makes to improving the lives of children, young people and their families across the city.
- 2.3 The recommendations of the inquiry sought action from the Chief Executive, the Director of children's services and the Director of public health. As such therefore this report represents the joint response of all of the above.

3 Main issues

- 3.1 We have taken an overview of the recommendations of the inquiry and feel that a number of them address structural, operational and governance issues. We feel that these would be best addressed by taking a coordinated approach. Therefore we propose to pull together the implementation of recommendations 1, 2, 8, 10, 11, 12 and 14 into a process which will cover all of these areas. The bulk of these proposals are outlined in the response to recommendation 1 with additional content provided as relevant under the other recommendations.

3.2 Desired Outcome – To ensure a system of funding which secures the future sustainability of services provided by Cluster Partnerships across the City

Recommendation 1 – That the Director of Children's Services work in collaboration with Schools Forum to obtain feedback from individual clusters regarding the success of the funding formula implemented and the capacity to provide services. Following this undertake a review of the funding formula for implementation from 2016/17 onwards.

- 3.2.1 The Director of Children's Services accepts this recommendation. We propose to undertake a review of cluster operations which will look into the efficacy of the current funding model and more importantly look at the future funding of clusters.
- 3.2.2 We will also initiate a dialogue with clusters about the future of the funding model going forward post 2016. We held an event with 120 cluster colleagues on the 15th September which represented the first step on this journey. We will be undertaking further events at the cluster and city wide levels and intend to have a new funding model for the post 2016 period in place by the end of July 2015. Part

of this process will involve detailed discussions at the individual cluster level about current funding arrangements and a consideration of the options going forward. Local authority partners will have a key role in this dialogue.

- 3.2.3 As part of this process we will also look to quantify and clarify our own (LCC) contribution to cluster working so that the nature of partner contributions becomes more transparent.
- 3.2.4 We further feel that the overall embedding of the scrutiny inquiry's recommendations would be supported by the implementation of a cluster self-evaluation process which would enable a more granular understanding of the current strength of a number of areas including:
- The efficacy of cluster partnerships and governance arrangements
 - Levels of engagement in partnership working
 - The relationship to other structures e.g. families of schools
 - Consideration of the efficacy of the funding formula and discussions about funding going forward
 - The identification of areas requiring challenge and support
- 3.2.5 We will seek to initiate this process via the Schools Forum Review and Support Group as part of the on-going development of accountability measures to ensure that clusters make progress on delivering better outcomes for children and young people and are able to identify and address the blockers to this. In this regard we will also give consideration to the challenges presented by cross cluster working and seek to establish clear guidelines for this.

3.3 Desired Outcome – To ensure best use of resources which secures the future sustainability of services provided by Cluster Partnerships across the City.

Recommendation 2 – That the Director of Children's Services works in collaboration with the Children's Trust Board and Cluster Chairs to consider the current structure of Cluster Partnership areas to identify if resources could be better utilised if structured differently

- 3.3.1 The Director of Children's Services accepts this recommendation and will expedite this through the actions set out in response to recommendation 1.

3.4 Desired Outcome – To secure services for the benefit of Children, Young People and Families in the longer term

Recommendation 3 – That the Chief Executive, Leader of Council and Director of Children's Services consider if a package of Cluster investment to secure sustainable localised services in the longer term could be facilitated. This should align with future contributions for combined services via the Schools Forum. (see also recommendation 17)

- 3.4.1 The Chief Executive, the Leader of the Council and the Director of Children's Services accept this recommendation and agree with the finding of the scrutiny inquiry which states that 'it is essential to support cluster partnerships to develop

strategies and successfully plan for the longer term by affirming the commitment of resources....' The Director of Children's Services will instigate work to clarify the level of investment (in cash and in kind) both from the City Council and other partners in order to support a more transparent understanding of the level of investment into clusters. This will feed into the work highlighted under recommendation 1 to ensure that a longer term sustainable funding model is in place for the period after March 2016 when the current tranche of Schools Forum funding comes to an end.

3.5 Desired Outcome – a) to ensure the best and most effective use of publicly funded resources which has a significant positive impact and provides best value for money. b) implement support where this is not being achieved

Recommendation 4 – That the Children's Trust Board and Director of Children's Services clarifies within the Governance Framework how the effective use of significant local authority and partnership resources are monitored. In addition also clarify the provision, mechanism and trigger point for supportive intervention in any Cluster Partnership with identified weaknesses in partnership arrangements, structures and performance.

3.5.1 The Children's Trust Board and the Director of Children's Services accept this recommendation. As the report identifies there is no particular governance model that is more favourable than another and we have therefore sought to develop monitoring and accountability processes (based on outcomes based accountability (OBA) principles) which can be implemented across all clusters and focus around three key areas:

- Managing performance locally – what and how much are we doing?
- On-going learning – how well are we doing it?
- Intelligence and performance data – are we making a difference?

3.5.2 The Director of Children's Services is pleased to comment that significant progress around this recommendation is already being made. Working in partnership with the local authority, Schools Forum established a Review and Support Sub-Group in November 2013 whose agreed terms of reference are to ensure that Schools Forum funding is spent in a timely and appropriate way. The sub-group approved a Cluster Assurance Process (CAP) early in 2014 and this was sent to all clusters at the end of March 2014. The CAP sets out in simple terms the accountability processes for clusters and the requirement to produce a 'annual cluster plan' comprising of a business plan (indicating how funding will be allocated) and an action plan (indicating how services and activities will be delivered). The CAP is further supported through budget information in the form of regular budget statements providing an overview of how funding is being spent as well as 6 monthly targeted services update reports and 6 monthly progress updates to the CTB.

3.5.3 Distribution of funding to clusters is contingent on them producing a CAP which demonstrates how:

- the CYPP obsessions are being prioritised
- how they are also focusing on cluster level priorities

- how this year's funding is being spent on children and young people in school now (a particular priority of the Review and Support group)
- linked to the above, excessive balances (i.e. in excess of 20%) are being minimised

3.5.4 There was a high level of engagement in this process with a significant majority of clusters submitting their plans within the required timescale (with others subsequently submitting their plans to fit in with their own governance timetables) and a summary of these was presented to the Review and Support Group in June 2014 for detailed discussion. The outcome of this process was that a majority of clusters whose plans met the above criteria had their funding approved for distribution. Where the Review and Support Group had concerns about plans (particularly around forecast levels of over or under spend) clarification and assurance was sought from the cluster via the Local Authority Partner. This process is on-going and the Director of Children's Services and the Review and Support Group are confident that an important step in improving the monitoring the spending of cluster funding has been taken.

3.5.5 In addition to the above, this work had led to conversations with the SILC cluster with a view to ensuring that they also comply with the CAP process. They currently intend to submit their cluster plan in early October 2014. This extended timetable acknowledges the challenges faced by this cluster which is established more on a virtual than a geographical basis.

3.5.6 In terms of ensuring the effective use of significant local authority and partnership resources, this process is supported by:

- the production of regular performance dashboards with data at a cluster level produced by the Children's Performance Services
- 6 monthly targeted service leader reports which focus on the efficacy of key cluster processes and the associated outcomes
- 6 monthly reports to the Children's Trust Board which provide a progress report on cluster working, locality progress towards achieving the obsessions and other CYPP priorities and looking forward in terms of developing the cluster model
- The cluster Sharepoint site which is now live and provides not only a space to share data and plans but most importantly an opportunity for cluster to 'speak' to each other and share best practice.

Further work will be undertaken as part of the response to recommendation 1 to ensure that the arrangements in place to monitor the effectiveness of cluster partnerships are sufficiently robust.

3.5.7 The Director of Children's Services believes that effective processes are now in place and that as these develop and become more embedded they will also provide effective support and challenge mechanisms where clusters are identified through the above processes as underperforming.

3.6 Desired Outcome – To strengthen relationships between Community Committees and Cluster Partnerships in Leeds.

Recommendation 5 – That the Director of Children’s Services:

a) works in collaboration with the Assistant Chief Executive (Citizens and Communities) to provide information, advice and guidance to all Elected Member Cluster Representatives about their role

b) provides information to Elected Member Cluster Representatives on the different Cluster Partnership governance structures and voting rights.

3.6.1 The Director of Children’s Services accepts this recommendation. Work has already commenced in conjunction with colleagues in the Citizens and Communities Directorate to ensure effective working relationships between community committees and clusters. To this end a number of Community Committee Children’s Champions (CCCCs) have been appointed to form the vital link between clusters and the wider community area.

3.6.2 An initial meeting with the CCCCs has now been held in order to start the process of developing relationships and this new way of working particularly to support the dialogue between clusters and community committees. As part of this CCCCs will be provided with a range of information including those aspects highlighted in paragraph 5b above.

3.7 Desired Outcome – To strengthen relationships between Community Committees and Cluster Partnerships in Leeds.

Recommendation 6 – That the Director of Children’s Services and Assistant Chief Executive (Citizens and Communities) investigates and implements methods of raising awareness about the mutually beneficial relationship that could and should exist between Cluster Partnerships and Community Committees.

3.7.1 The Director of Children’s Services and Assistant Chief Executive (Citizens and Communities) accepts this recommendation and will take steps to implement it as indicated in the response to recommendation 5 above.

3.8 Desired Outcome – To raise awareness of the value of Cluster Partnerships and the positive impact in the Schools they support. In addition to facilitate dialogue and feedback between School Governors and Cluster Partnerships

Recommendation 7 – That the Director of Children’s Services identifies barriers in communications with School Governors and ensures that School Governors have access to Cluster Partnership information.

3.8.1 The Director of Children’s Services accepts this recommendation and undertakes to ensure that all school governors are made aware of the cluster performance information available on the cluster Sharepoint site. In this regard we will request that this information goes on the agendas of governing bodies via the governor support unit.

3.9 Desired Outcome – To clarify the role and purpose of ‘Family of Schools’ and Cluster Partnerships to promote understanding and where possible minimise duplication.

Recommendation 8 – That the Director of Children’s Services and Children’s Trust Board works collaboratively with School Head teachers and Cluster Chairs to review the roles of Families of Schools and Cluster Partnerships to clearly identify and define their purpose and value in terms of outcomes for Children and Young People. Duplication in remit or responsibility should be identified and where possible minimised.

3.9.1 The Director of Children’s Services accepts this recommendation and will feed consideration of this issue into the work outlined under the response to recommendation 1.

3.10 Desired Outcome – To promote engagement and support of the Cluster Partnership by all the organisations involved.

Recommendation 9 – That the Director of Children’s Services works with Cluster Managers to inform the scheduling of future meetings to maximise the attendance of Elected Members and non-education based partners.

3.10.1 The Director of Children’s Services accepts this recommendation. Officers in Children’s Governance will ensure the distribution of the existing calendar of council meetings to cluster managers to ensure that meetings do not clash. Cluster managers will be asked to take note of this document and make reference to it when planning their meetings.

3.11 Desired Outcome – To ensure strong leadership and support structures are in place to ensure fully coordinated management of partnership functions.

Recommendation 10 – That the Children’s Trust Board as part of their governance review consider the core support structures of each Cluster Partnership to assess the strength of leadership and support and ensure that adequate resources are in place to coordinate and galvanise the work of the partnership.

3.11.1 The Director of Children’s Services accepts this recommendation and will implement it as part of the work highlighted in the response to recommendation 1. This will include a review of funding arrangements going forward and clusters will be asked to undertake a health check including a review of partnership strength and effectiveness. Local authority partners will have a key challenge role in the process to ensure that the right resources are in place to coordinate and galvanise work.

3.12 Desired Outcome – To strengthen the link between Cluster Partnerships and the Local Authority and provide strategic advice and support.

Recommendation 11 – That the Chief Executive and Director of Children’s services reviews the provision of Local Authority Partners on Cluster Partnerships with a view to appointing officers from across various

directorates who hold positions which support operation at a strategic level and have a detailed understanding of the council wide contribution to the city's priorities for children and young people. (e.g. Chief Officer level or above.)

3.12.1 The Director of Children's services and Chief Executive acknowledges the spirit in which this recommendation is made and appreciates the intention of the scrutiny board to secure high level strategic commitment to the cluster working model from across the local authority. The Director would like to comment that in his experience it would be very difficult for such senior officers to effectively take on this role due to their other commitments however he is keen to implement a workable solution that supports the excellent work being undertaken by senior officers in children's services in their roles as LAPs and adds depth in specific areas whilst widening cross council support of the model.

3.12.2 The Director therefore proposes a pragmatic approach as follows:

- Discussion of this recommendation at CLT supported by a reiteration of how the model works and its value
- That LAPs are requested to indicate the key issues that they are most often approached about which are not specifically related to children's services and that based on this list children's services approach other directorates for a high level officer who can be approached in the first instance to respond to queries as and when they arise
- That children's services undertake briefings with these officers to inform them of the key aspects of the cluster model and how it works and commits to maintaining an on-going dialogue with them
- That following Cllr Lamb's suggestion during his presentation to the Cluster event on 15 September 2014 we develop a protocol so that clusters have ready access to the wider level of knowledge and support available from within the local authority.
- That where specific issues arise, the appropriate senior office is then invited to become involved on an issue specific basis.

3.13 Desired Outcome – To identify gaps in partner engagement and involvement and ensure that this is minimised.

Recommendation 12 – That the Director of Children's Services collates and maintains partner engagement information to inform the governance review process and identify where participation can be strengthened.

3.13.1 The Director of Children's Services accepts this recommendation. The Director acknowledges that engagement varies from cluster to cluster and over time as people working in clusters change and/or move on. He further acknowledges that promoting active engagement is a priority for all clusters and that therefore continuous effort needs to be made to ensure that partnership working arrangements and engagement remain effective. Consequently we will seek to

implement this recommendation as part of the work highlighted in response to recommendation 1.

3.14 Desired Outcome – To strengthen links between the Health Sector and Cluster Partnerships on a strategic and operational level to secure family focused support for both children and adults.

Recommendation 13 – That the Health and Well Being Board, Director of Children’s Services, Cluster Chairs and Director of Public Health work in collaboration to:

a) consider how partnership arrangements between Health Services and Cluster Partnerships can be strengthened

b) provide a localised more integrated system of health support with Cluster Partnerships to provide family focused support.

3.14.1 This recommendation is accepted. It is widely accepted that the health sector is a key partner to effective cluster working but that current structures and staffing levels mean that while health staff do attend some cluster partnership meetings there is often a need to prioritise front line work.

3.14.2 Part a

Partnership arrangements

There are excellent opportunities for strong strategic partnership links between Clusters and local Health and Wellbeing arrangements. Local Area Health Partnerships are responsible for taking forward the Joint Health and Wellbeing Strategy in a local area, for needs analysis from a local perspective, and identification of any issues or gaps in meeting the aims of the strategy locally. The JHWS is an all age strategy, and local area health partnerships have been asked to consider in particular the 4 commitments of the JHWS in their local work, which includes the commitment that every child should have the best start in life. The local area Health Partnerships offer an ideal forum with strong engagement from CCGs to which Clusters can contribute to take forward the wider agenda. This is a positive opportunity for Clusters to request membership of Area Health Partnerships.

Public Health partnership work with Clusters

From a Public Health perspective, both School Nurses and Health Visitors are well placed to engage in local strategic partnership work to improve the wellbeing of children and families, and this fits with their public health role at community level. There is a nominated School Nurse link to all strategic cluster meetings and they attend these meetings whenever possible. Health visitors also attend a small proportion of strategic cluster meetings, but are more directly involved in the best start agenda through the integrated Early Start teams in Leeds Children’s Centres. Children’s Centres are represented on the Clusters. Both School Nurses and Health Visitors prioritise attendance at the cluster Support and Guidance Panels with regular attendance at almost all of these.

In addition, a number of exciting new initiatives are being developed to strengthen the public health work in partnership with clusters. These include:

- The development of a Best Start zone in the Chess cluster. This will build on the former Chapeltown Infant Mortality Demonstration site, bringing together a wide range of partners to focus on the city's priority to give every child from conception to age two the best start in life.
- The Healthy Schools team is rolling out cluster OBA planning sessions on the topics of young people and drugs, alcohol and tobacco (DAT) and sexual health to support cluster action plans. These are rolled out to clusters as and when they express an interest and are ready to work on these focus areas which align with the Children and Young People's Plan. For example, current work is ongoing with the Open XS cluster on DAT, Pudsey Cluster on both DAT and Sexual Health, and the ESNW and Farnley clusters have both expressed an interest in working on both focus areas.
- The children's public health team is seeking to strengthen work with clusters on the priority of childhood obesity by developing an offer to support clusters with local action planning and offering a menu of support.

Emotional Mental Health Services partnership work with Clusters

In Leeds there is a complex picture of multiple commissioners (NHS England; CCGs; LA; and 24 School Clusters) that has led to a local system that despite best efforts is fragmented, with too many entry points (referral pathways); and too many hand offs (between a complex picture of service provision). This is confusing and frustrating for children, young people, parents and professionals.

The current economic situation has posed further challenge as partners have identified savings required within children's mental health spend.

However, there are also real strengths in Leeds provision. There is an early intervention service (Targeted Mental Health in Schools (TaMHS)) in every school cluster. This was seed funded by NHS, LA and School Forum partners in the city and is evaluating well in relation to improving outcomes. There has been the establishment of local pilots within two of the CCGs, involving five of the school clusters (Brigshaw, Temple Newsam, Bramley, Pudsey and Aireborough) where the local GP practices can directly refer to this early intervention service. Early views from the GPs involved include:

- Very useful service for GPs
- Patients are seen quickly
- Positive feedback from children to GPs
- None of the children referred have disengaged
- As a practice we have found this service extremely valuable for our patients and received good feedback from patients that have accessed the service.
- The service is easily accessible, user friendly, the referral process is simple and straight forward, the contacts are always readily available and able to answer our queries/concerns in order to get patients quick access to the most appropriate local service.

The above pilots are strengthening and building the relationships between the local GP practices and the relevant school clusters. Further work has also been undertaken in encouraging and advising the safeguarding leads within each GP practice to link with the Targeted Services Leaders and their relevant school clusters so developing the knowledge and understanding of their respective services.

At a strategic level in a recent joint commissioning workshop with partners and key stakeholders, there was agreement because of the difficulties identified for the need to redesign and re-commission the Leeds service model.

A subsequent paper to the Integrated Commissioning Executive (ICE) set out the case for this ambitious transformation of local children and young people's mental health services and the request for programme management officer support, to progress this at pace and scale. There was a comprehensive discussion and a strong commitment from all partners to support this way forward.

3.14.3 Part b

Public Health family focused support

Excellent progress has been made to enhance the family focused partnership work done by front line public health practitioners including Health Visitors and School Nurses Family. Leeds is a national leader in its model of integrated working at locality level between Health Visitors and Children's Centre staff ('Leeds Early Start Service'), whilst for school nursing our monitoring of service performance demonstrates outstanding contribution to partnership processes around safeguarding

Early Start Service: The Leeds Health Visiting Service has been working in an integrated model with the Children's Centres as an Early Start Service since 2011 when Leeds was a national 'Early Implementer' site. This integrated model ensures that local services for children under 5 years and their families are 'joined up' at local level. A joint service description, joint implementation board and joint performance dashboard all underpin the integrated Early Start Service. This model has been maintained through the period since April 2013 when commissioning passed to NHS England. The model will be further embedded, with greater emphasis on local partnership working to provide early help for vulnerable families, when commissioning of Health Visiting transfers to the Local Authority in October 2015.

Specialist Community Public Health Nursing 5-19 Service (School Nursing): The commissioning of Specialist Community Public Health Nursing Service 5-19 (School Nursing) transferred to the Local Authority in April 2015 and is led by Public Health. This transfer provided an exciting opportunity to join up agendas across the Local Authority, underpinned by a strong interface between the Office of the Director of Public Health and the Children's Services Directorate. An emphasis on family focused support in partnership at local level has therefore been made a high priority in the new service specification put in place in April 2014, and is being actively monitored through a performance dashboard which

supports the new specification. There is a clear priority for Specialist Community Public Health Nurses (SCPHNs) to ensure attendance at all child protection initial and review conferences (current performance close to 100%), to attend cluster based Guidance and Support Panels which develop multi-agency support for the most complex families (an audit of attendance to be undertaken by January 2015), to undertake health assessments for children looked after (current performance 93%) and to contribute to Early Help Assessments/CAFs (monitoring being established). This high level of performance reflects a real commitment across the service to strong partnership work at the level of the individual child and family within localities.

Adult Alcohol and Drugs Services: With respect to adult behaviour around drugs and alcohol, the services commissioned by Local Authority Public Health are subject to an ongoing sector review and re-procurement. The new specification requires any new provider to take a 'whole family approach'. Where the service user has children living with them, the assessment and recovery care plan should take account of any impact the service user's substance use and/or support needs are having on the children. The specification requires the service to engage in specific local family focused partnership processes including: CAF and Early Help assessments; Think Family protocol; Families First programme; child protection processes; and Support and Guidance panels.

3.14.6 Nonetheless this is a key issue that arose at the Cluster event on 15 September 2014 and is an area that will be subject to further high level discussion over the coming months. The Director of Children's Services will co-ordinate these discussions and will report back to the Scrutiny Board once a way forward has been formulated.

3.15 Desired Outcome – To support budget planning and spending in Clusters Partnerships and ensure that no partnerships is disproportionately financially disadvantaged by cross partnership working.

Recommendation 14 – That the Director of Children's Services works in collaboration with Cluster Chairs to agree and document a clear concordat for cases where cross cluster support is required. This should clarify the mechanism for expected financial and/or resource contribution in such cases.

3.15.1 The Director of Children's Services accepts this recommendation. The Director acknowledges that this is a challenging area and notes the conclusion in para 94 of the Scrutiny Inquiry report which states that many practitioners felt that 'cluster partnerships have broken down the previous 'silo mentality' of working...' None the less is it is accepted that due to the variances reporting in paras 107 and 108 further work should be undertaken within the response set out to recommendation 1 to provide clear protocols supported by clearer guidance.

3.16 Desired Outcome – To enhance the knowledge of practitioners who work in multiple clusters on the core offer and support available in each cluster area.

Recommendation 15 – That the Director of Children’s Services works in collaboration with Cluster Chairs to identify and record the core offer in each Cluster Partnership and ensure that this information is accessible to all practitioners supporting Cluster Partnerships.

3.16.1 The Director of Children’s Service accepts this recommendation and will request that officers in the directorate’s Partnership Development and Business Support service coordinate this in conjunction with the roll out of the cluster Sharepoint site.

3.17 Desired Outcome – To proactively improve practices and service delivery in Cluster Partnerships and reduce the levels of inconsistency in performance and outcomes across the city.

Recommendation 16 – That the Director of Children’s Services works collaboratively with Cluster Chairs to implement a process which maximises the sharing of strategic and operational good practice across all Cluster Partnerships.

3.17.1 The Director of Children’s Services accepts this recommendation. The Director is pleased to report a number of initiatives in support of the recommendation as follows:

- Termly area cluster meetings enable discussion of cross area issues by senior cluster representatives including cluster chairs, managers, TSLs and elected members
- In March 2014 a ‘cluster market place’ event was held with the specific focus of sharing best practice. Approximately 100 cluster colleagues attended for a half day event at which key partners gave table top updates about their work. Best practice case studies were also gathered and distributed.
- The cluster Sharepoint site is now operational. All key cluster personnel have been given access to this site which has been designed not only for the local authority to share information but for clusters to share information with each other. Each cluster has its own space on the site to host its key documents and best practice case studies. There is also an area where questions can be posted for wider discussion. Implementation and use of the Sharepoint site is seen as integral to the implementation of this recommendation and will be supported by a roll out programme to encourage cluster staff to use the site. Regular feedback on the functionality of the site will be taken in order to ensure that it continues to develop and reflects the needs of clusters.

- 3.18 Desired Outcome – To consider the merit and provision of focused support within communities with multiple disadvantage to improve the outcomes for children living in those communities.**

Recommendation 17 – That the Chief Executive and Director of Children’s Services considers the research in the reports ‘Developing Children’s Zones for England’ and ‘Developing Children’s Zones for England, What’s the evidence?’ and reports back to the Scrutiny Board (Children and Families) on the potential for establishing and maintaining a Children’s Zone in Leeds which brings a holistic focus and effort in improving a community or place that is experiencing multiple challenges.

- 3.18.1 The Chief Executive and Director of Children’s Services accepts this recommendation. The potential to review and adapt our existing model will be considered as part of the work undertaken in relation to recommendation 1, particularly the work taking place over the coming academic year with clusters to determine the shape going forward.
- 3.18.2 The Director of Children’s Services gives his commitment to provide an update on the outcomes and proposals arising out of this work once it has been concluded.

- 3.19 Desired Outcome – To provide a forum for a high level collaborative focus on the purpose, value and performance of Cluster Partnerships and establish a clear vision for the future of Cluster Partnerships.**

Recommendation 18 – That the Director of Children’s Services organises and provides a high level event which will promote and define Cluster Partnerships. This should clarify their value and purpose and consider future aims and development for governance and accountability, funding and resources, improving performance and future potential.

- 3.19.1 The Director of Children’s Services accepts this recommendation. The Director is pleased to report that an event called ‘Cluster working – the way forward’ took place on 15 September 2014 in the Civic Hall. The purpose of the event was to:
- Identify the ‘ingredients’ that make a successful cluster
 - Share views about taking the model forward particularly in light of the Scrutiny Inquiry (see attached summary of recommendations)
 - Determine the next steps of the journey for cluster development
- 3.19.2 The event which featured key note speeches from the Executive Member for Children’s Services and the Director of Children’s Services was aimed at cluster chairs and managers, TSLs, elected members on clusters, CCCCs and other key partners and attracted in excess of 120. As part of the agenda Cllr Lamb was also able to feed back on the scrutiny inquiry.
- 3.19.3 The key messages from the event are still being analysed however, it is clear that there is on-going high level commitment to cluster working and a commitment to continue to address the challenges of the model. The Director of Children’s

Services summed up the mood of the meeting saying that it's not so much a question of if the model continues as how we ensure that it continues.

- 3.19.4 The meeting also gave us a mandate going forward to continue discussions aimed at securing the long term future of the cluster model as referred to in the response to recommendation 1.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.5 The scrutiny inquiry enabled a considerable amount of local consultation and engagement about the efficacy of the cluster model. Elected members were able to undertake in depth visits to four clusters geographically distributed between different areas of the city including inner and out city areas. This process enable them to obtain a balanced picture of the value and challenges of the model at an in depth level.

- 4.1.6 In addition to this, as noted above, the Director of Children's Services and the Executive Member for Children and Families hosted a major consultation event on 15 September 2014 which attracted an audience of approx. 120 cluster colleagues to engage in a discussion about the future of the model and the funding arrangements. This event is the first in a series of events that will take place over the coming academic year to ensure the on-going future of the model.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The cluster model acknowledges challenges around enhancing equality by ensuring a local focus on key issues. Whilst all clusters are required to address the obsessions in the children and young people's plan they also have available to them data that supports them in setting more local priorities which take into account the nature and diversity of the local population.

4.3 Council policies and City Priorities

- 4.3.1 Clusters are the entities that support the delivery of children and young people's plan priorities at the local level. They are therefore intrinsic to the achievement of council and city priorities particularly in terms of supporting Leeds to be a child friendly city which is the best city for children and young people.

4.4 Resources and value for money

- 4.4.1 The importance of spending money wisely is acknowledged in this response particularly through the accountability processes that have now been put in place as a result of the introduction of the Cluster Assurance Process. See recommendation 4.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 None

4.6 Risk Management

4.6.1 None

5 Conclusions

5.1 The Chief Executive, Director of Children's Services and Director of Public Health welcomes the recommendations of the scrutiny inquiry into cluster working and undertakes to ensure the co-ordination of their implementation as outlined in this response.

6 Recommendations

6.1 The Scrutiny Board is requested to note the responses to the recommendations based on their findings and to endorse the approach outlined below.

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 author: Sandra Pentelow
Tel: 24 74792

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 16th October 2014

Subject: Universal Youth Activity Funding (Cover Report)

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

Summary of main issues

1. At The June 2014 meeting the Scrutiny Board (Children and Families) resolved to review localised universal youth activities since the delegation of the Universal Activities Fund in May 2013 to Community Committees¹.
2. Attached is the report of the Head of Early Help Services (Children’s Services) which provides a response to some of the specific areas raised by the Scrutiny Board, as detailed in the summary of main issues. Further co-ordinated information will be provided as late supplementary information from Area Leaders (Citizens and Communities), in addition data will also be provided by Childrens Services to support the published report.

Recommendations

3. Members are asked to:
 - 3.1. note the report Head of Early Help Services (Children’s Services)
 - 3.2. note the late supplementary information to be provided in advance of the meeting.
 - 3.3. make recommendations as deemed appropriate.

¹ Previously Area Committees

Background documents

4. None²

² 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 – Head of Early Help Services (Children’s Services)

Report to – Children’s and Families Scrutiny Board

Date: 23rd September 2014

Subject: Youth Activity Funding

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

Summary of main issues

This report responds to the following questions from Children’s & Families Scrutiny Board -

Is the Service delivery model successful and has area management teams the relevant capacity and expertise to support this

Is the Activity fund successful in term of providing a sufficient localised offer of a range of services which is influenced by children and young people

Is the quality of the offer consistently good in terms of provision, delivery and quality across all localities including how this is monitored and any performance information that is available (and that any good practice is shared)

If the localised methods are presenting an improved service and saving money

For a “Health check” on progress and if it is working

Clarity on whether monies delegated to Community Committees can be accessed by Targeted Youth Services

Recommendations

That Scrutiny Board (Children & Families) note the content of the report and makes recommendations as deemed appropriate.

Purpose of this report

To provide Children's & Families Scrutiny Board with a summary of progress regarding the Universal Activity fund since the delegation in May 2013 to Community Committees.

1 Background information

- 1.1 In May 2013 the delivery of universal activity for children and young people was delegated to Area Committees. The task was to promote, commission and evaluate local opportunities for children and young people aged 8-17 years in line with the needs and priorities of the area. "Activity" is defined as play, sports, arts and cultural opportunities.
- 1.2 The budget for 2013/14 was £250,000, increasing to £500,000 for 2014/15. Each Community Committee has an allocation based on population, creating a variation of budget and fair allocation.
- 1.3 The delegation includes the involvement of children and young people in decision making and shaping the needs of community activity.

2 Main issues

This report responds to the following questions from Children's & Families Scrutiny Board -

- 2.1 Is the Service delivery model successful and has area management teams the relevant capacity and expertise to support this

The service delivery model used for activity fund is based on the wellbeing model with slight amendments to incorporate the needs of children and young people.

There is a requirement for all applicants to be registered members of the Breeze Culture Network (BCN). All funded activities must be advertised on the Breeze website and the providers are required to use the BCN online management information system to record their monitoring information. This process ensures the quality assurance of an organisation; that event advertising is citywide and that there is a single, effective monitoring system for the activity fund as a whole.

To date, there is evidence that the majority of the organisations are becoming registered members of the BCN. This is a positive step as it creates a more effective, vibrant network of activity providers for the city. Registered organisations are required to demonstrate they have the appropriate policies and procedures in place, so by doing so, the authority can be more confident regarding the well-being and safeguarding of children and young people.

However, despite being a condition of funding, not all providers have been advertising their events and activities via the Breeze Culture Network and even fewer providers have been using the online monitoring system.

Training has been offered to both area support teams and organisations to enable them to become familiar with the system and requirements of the monitoring. There has not been a significant uptake of this training due to the apparent lack of

capacity. As a consequence, there will be gaps in monitoring information for the first half of 2014/15.

This has now been addressed and as from September there has been an increase in monitoring on BCN. There is a commitment from area support teams to ensure the remaining monitoring for 14/15 is collated and that all future monitoring is submitted onto BCN. The Youth Offer Team and Breeze Team continue to support with training, advice and guidance.

It was expressed early in the process that the Area Support teams lacked the required expertise required for working with and engaging children and young people. The Youth Offer team have supported the engagement of young people, and as a result, there are now 11 local youth engagement panels established, that each meet on a monthly basis.

2.2 Is the Activity fund successful in term of providing a sufficient localised offer of a range of services which is influenced by children and young people

In 2013/14 93 different projects were commissioned to deliver activity and 34 projects were part funded for the summer with Activity, Wellbeing and Cluster funds.

7314 children and young people took part in the activities in 2013/14.

Each application for 13/14 and 14/15 has been scrutinised by young people, via the Area Youth Engagement panels and/or existing youth groups. Feedback is reported to Community Committee panels or sub groups, who will then use this feedback to inform their decisions.

There has been significant consultation in some areas to shape the delivery of activity to ensure the needs of children and young people are at the heart of the process. One good practice example of this is within the Outer South. Here, the Community Committee commission a Breeze event each summer and use this to facilitate a consultation to gain the views of as many children and young people as possible. In summer 2014, 705 children and young people took part in the consultation. This has proved very successful and is supported by the Area support team, Youth Offer, clusters and the Youth Service.

2.3 Is the quality of the offer consistently good in terms of provision, delivery and quality across all localities including how this is monitored and any performance information that is available (and that any good practice is shared)

The quality of the provision is captured within the monitoring and evaluation information collected by the Area support teams. This is an area for further development as the focus so far has been getting the process for applications, involvement of children and young people and consultation in place.

The Youth Engagement panels are now established. The next step is for these groups to begin to carrying out peer inspections of funded activities across the city to support the quality assurance of providers.

2.4 If the localised methods are presenting an improved service and saving money i.e. Health check on progress and if it is working

The Activity Fund has presented increased opportunity for providers to access funds which can complement other funding streams. Details in 2.2 give an indication of the volume of applications and numbers of young people who have benefited from this funding.

Given that this is a new initiative it is difficult to draw comparisons as to the level of improved service.

2.5 Clarity on whether monies delegated to Community Committees can be accessed by Targeted Youth Services

Please see background paper which clarifies the roles and responsibilities of the Youth Offer teams in relation to Universal Activity fund.

3 Corporate Considerations

3.1 Consultation and Engagement

3.1.1 Young people's engagement is demonstrated throughout the process and is referenced in response to the questions raised. Children and young people have been involved in the decision making process of when, where and what type of activity will benefit their community. They are also involved in the evaluation of all Activity fund applications and making recommendations to Community Committees. Combined with Community Committee member's knowledge and experience of their localities this results' in an effective way of securing successful programmes of activities for children and young people.

3.2 Equality and Diversity / Cohesion and Integration

3.2.1 2014/15 delivery is proportionate across the city in the delivery of the number of projects delivered to date. Each area is considerate to existing delivery of events and activity to ensure a broad variety of activity across the community.

3.3 Council policies and City Priorities

3.3.1 The delivery of the universal youth activity fund supports the Children and Young Peoples Plan with a particular focus on; children and young people have fun growing up; and are active citizens who feel they have voice & influence.

3.4 Resources and value for money

3.4.1 The Universal Youth Activity Fund resource for 2014/15 is £525,000 this includes £500,000 across the ten Community Committees and £25,000 for city centre delivery. Community Committee allocations are based on populations of children and young people age 8-17 years across the city.

3.5 Legal Implications, Access to Information and Call In

3.5.1 N/A

3.6 Risk Management

- 3.6.1 The risk of missing data, due to some organisations not using the Breeze Culture Network management information system has been addressed. Providers have started inputting from August/September 2014. Capturing the data for 2014/15 will be collated from BCN and area support teams. The monitoring for 2015/16 will all be through BCN this will enable immediate access to attendance and session data for all areas and citywide.

4 Recommendations

- 4.1 That Scrutiny Board (Children & Families) note the content of the report and makes recommendations as deemed appropriate

5 Background documents¹

- 5.1 Presentation on Youth Offer/Youth Activity Fund roles and responsibilities.

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.

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Report of Head of Service: Complex Needs

Report to Children and Families Scrutiny Board

Date: 16th October 2014

Subject: The Children and Families Act 2014: SEN and Disability Reforms



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 checked="" type="checkbox"/> Yes	<input 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

The Children and Families Act became law in March 2014. The law brings changes to a number of areas including family justice, care and in particular children and young people with special educational needs and disabilities (SEND). The special educational needs and disabilities changes are the most significant in 30 years and include:

1. Leeds City Council is required to produce a 'local offer' of services for children, young people and their families. This Leeds Local Offer should clearly set out what services are available locally, for those aged 0-25 with special educational needs and disabilities, and how to access the services.
2. Statements of Special Educational Need (Statements) and Learning Difficulty Assessments (LDAs) must be replaced with Education, Health and Care Plans (EHCPs). Education, Health and Care Plans are for the 0-25 age range with complex needs, and must focus on outcomes and preparation for adulthood.
3. Leeds City Council, as part of the Education, Health and Care Plan process is required to offer the option of a personal budget. Personal budgets can be managed different ways to increase self-direction, choice and control.
4. Leeds City Council's Complex Needs Service is required to work in a more integrated way with Social Care and the NHS, including the joint commissioning of services.

Recommendations

Scrutiny Board is recommended to consider and note:

- the progress to implement the Special Educational Needs and Disabilities reforms outlined in the Children and Families Act 2014 made by the programme;
- the progress made to develop and maintain high levels of engagement with partners, children, young people and families affected by the changes;
- the impact of the proposed changes on Council services and the resource implications, which will be kept under review as the longer term implications cannot be fully anticipated (detail in sections 4.4.3 through 4.4.14);
- that the DfE has made grant available to support the implementation;
- whether there are particular aspects of the reforms upon which members would like to receive further reports.

1 Purpose of this report

- 1.1 To provide the board with an update on the Special Educational Needs and Disabilities reforms of the Children and Families Act 2014, that came into effect on the 1st September 2014.
- 1.2 To highlight the implications of the Special Educational Needs and Disabilities reforms on Children's Services and our partners, particularly the financial impact.
- 1.3 To identify the opportunities that the Act offers to maximise our resources to have a positive lifelong impact, actively engaging young people at risk of disenfranchisement and preparing them for adulthood and active citizenship.

2 Background information

- 2.1 The Children and Families Act (the Act) became law on the 13th March 2014. The act encompasses a broad range of changes affecting children, young people and their families, including parental leave and family justice. This report will focus on the Special Educational Needs and Disabilities reforms contained within the Act. It should be noted that the Health and Wellbeing Board has previously considered a report on the implications of this legislation.
- 2.2 The purpose of the Special Educational Needs and Disabilities reforms is to improve outcomes and life chances for children and young people with Special Educational Needs and Disabilities. The vision for Leeds children and young people with Special Educational Needs and Disabilities is the same as for all Leeds children: that they achieve well in early years, school and post 16 education and training; have choice and control; and lead happy and fulfilled lives.
- 2.3 Children and young people with Special Educational Needs and Disabilities are a significant proportion of children nationally: in 2012/13 1.55 million children or 18.7% of the school population were reported to have some degree of Special Educational Needs and Disabilities. Children and young people with Special Educational Needs and Disabilities, despite significant deployment of resource, do less well than their peers: they are more likely to be absent or excluded from school and are more than twice as likely to be not in education, employment or training (NEET). Longer term outcomes continue to be poor with 93% of learning disabled people unemployed.
- 2.4 Supporting learning disabled people to achieve specific outcomes is cost effective. When a learning disabled person is supported into employment, it not only improves their self-esteem and independence, it also reduces the lifetime cost to the public purse by about £170,000. Supporting a young person to live semi-independently, rather than in fully supported housing, can reduce the lifetime cost of their support by an estimated £1million.
- 2.5 The main differences that will result from this legislation are;
 - The replacement of Statements of Special Educational Needs within Education, Health and Care Plans for those with the most complex needs,

covering the 0-25 age range. This is intended to improve and streamline planning for individuals, and to coordinate it more effectively

- The opportunity of accessing a personal budget for those with Education, Health and Care Plans to improve flexibility, choice and control.
- The publication of a local offer setting out services that are available locally for children, young people and families where there are additional needs.

2.6 The reforms strengthen person-centred planning and the focus on preparation for adult life. They are intended to promote greater autonomy and maximise independence. By extending the age range for Education, Health and Care plans up to 25 for those who can appropriately continue in education or training, the intention is that a more consistent approach will be maintained across the different educational settings a young person might experience. In addition, the right of appeal to the First Tier Special Educational Needs and Disability Tribunal is extended. This is currently only available for young people up to a maximum age of 19 and then only if they are in a school setting.

2.7 After the age of 25 it is anticipated that young people with complex needs requiring additional support will receive it in an integrated way from Adult Social Care and health, as currently.

2.8 Although Leeds is not one of the Pathfinder authorities, who were piloting the Special Educational Needs and Disabilities reforms early with additional support, good progress towards the implementation has been made and this has been recognised nationally in feedback from the Department for Education.

2.9 The Department for Education has stated that all existing SEN Statements will need to be converted to Education, Health and Care Plans by April 2018.

3 Main issues

Overall Programme

3.1 The Special Educational Needs and Disabilities reforms are underpinned by three key principles of co-production; person-centred planning and outcomes focussed planning. Leeds has agreed that the programme will use the nationally endorsed Early Support Principles (Appendix 1) and all partners will work with families using Restorative Practice; working with families and young people rather than doing things to them or for them. These principles and the approach of the work streams are as important as the final product. The way that the work has been, and must in the future be, undertaken is contained in the guidance that accompanies the Act.

3.2 Leeds City Council is the lead partner, charged with implementing reforms that have significant implications for Health and Education. The partnership element of the reforms is pivotal to the change, shifting the burden of responsibility for coordinating the integration of care around the child to the professionals and the statutory bodies. In addition to coordinating the provision of separate services and sharing information effectively to support informed planning, the legislation

demands financial integration and the creation of shared resources. These changes, and the responsibility placed on Leeds City Council, will require investment in our infrastructure and our workforce.

- 3.3 Swift, effective and coordinated interagency workforce development is a necessity. The workforce will need to understand the act and the principles that underpin it; they will need to know how to communicate the change to families, use new tools and processes, and share the right level of information in a timely and safe manner. Leeds City Council has an interagency workforce development plan, which began with the sessions during the Child Development fortnight in June 2014 and will roll out in autumn 2014.
- 3.4 The legal ground for sharing information when preparing the Education, Health and Care Plan is clear and does not require a further Information Sharing Agreement beyond the robust agreements already in place. Leeds City Council Information Governance and the NHS Trusts' Information Governance fully support sharing information. Effective inter-agency information sharing is being addressed in a coordinated way; any further arrangements will be entirely concerned with the mechanical means of sharing and designed to support workforce development.
- 3.5 Leeds City Council IT infrastructure must support the changes to working practice and the service improvements necessary to respond to the increased volume and complexity of work. The Complex Needs Service has identified temporary IT solutions, in consultation with Leeds City Council IT, for the Leeds Local Offer and the Education, Health and Care Plan process that are in line with the direction of travel within Children's Services and the best option for Leeds that the nascent market has to offer.
- 3.6 The Special Educational Needs and Disabilities reforms programme has three work streams: The Leeds Local Offer; Assessment and Education Health and Care Plans and Personalisation and Personal Budgets.

The Leeds Local Offer

- 3.7 Families have had a real challenge to navigate the path to the services that they need, particularly when their child has very complex needs. Families can have contact with over 40 services during the first two years of their child's life. In 2009 families told the Lamb enquiry how parental confidence in the special educational needs system could be improved; parents wanted information to be accessible, transparent and in one place. The Leeds Local Offer must make it easier for families to know what is available and how to get it. It must also provide the place for families and young people to comment on the offer of services so their needs and views can be used by Leeds City Council and NHS Commissioners to provide an evolving and responsive offer.
- 3.8 The active process of engagement in Leeds has supported the production of the Leeds Local Offer. Children and young people with Special Educational Needs and Disabilities, parents and service providers have been involved in the development of the first iteration of the Leeds Local Offer. To achieve a functional website, and a non-digital version both with the information they require, parents

and young people provided their views on: content, language, presentation and how to avoid potential pitfalls.

- 3.9 The Leeds Local Offer will hold details of the universal elements of services offered in localities, describing how they support children and young people aged 0-25 with Special Educational Needs and Disabilities. This will include all schools, settings and colleges within our borders as well as all of the services offered by Leeds City Council and the NHS. The Leeds Local Offer will also hold the details of additional, targeted and specialist services that have been designed specifically for children and young people with special educational needs and disabilities. Clear information about how reasonable adjustments are made in universal settings, and the thresholds or requirements to access targeted and specialist services, will equip parents and young people to make informed choices about the services they need to support the outcomes they want.
- 3.10 The Leeds City Council website will host the digital version of the Leeds Local Offer. External partners will be responsible for keeping their own web pages up to date but will not be required to submit separate information to keep the Leeds Local Offer current. The IT solution that supports the Leeds Local Offer draws information from specified web pages sited anywhere publically available on the internet, including within the Leeds City Council website. The digital Leeds Local Offer will have an interactive function so children, young people and families can feed back on the current offer of services. The information they provide will be linked to joint commissioning arrangements to inform planning and commissioning; responses must be published at least annually. To support access to the digital Leeds Local Offer, staff across services accessed by families, particularly Libraries and the Leeds City Council contact centres will need to guide families and young people through using the web site.
- 3.11 For families and young people who do not want to use a website, the Leeds SEND Information Advice Support Service (formerly Parent Partnership Service) will operate a helpline and provide support for those who do not use or have access to the internet.

Assessment and Education Health and Care Plans

- 3.12 Families have requested a swifter statutory assessment process. The need for better outcomes focused planning for children and young people has been identified nationally, so that they can live more independently. The statutory process for Statements of Special Educational Need (Statements) and for Learning Difficulties Assessments (LDAs) has been replaced with the Education Health and Care Plan process. The statutory process for Statements was previously completed within 26 weeks; the Education, Health and Care Plan process must be completed in 20 weeks. The Education, Health and Care Plan must include short and longer term goals and incorporate outcomes for the young person as they move towards adulthood. The Education, Health and Care Plan process is more interactive and intensive but must be completed more swiftly.
- 3.13 The Education, Health and Care Plan can begin when a child is born and can remain in place until the young person reaches 25, if they are still in education or training. This is a change as Statements typically did not start (at the earliest)

before the child was two and ceased (at the latest) when the young person was 19. On average, in Leeds, 400 new Statements were generated each year. Leeds City Council can anticipate that ongoing demand will be at least at this level and, in the short to medium term, higher given the wider age-range that applies and the higher birth rates in recent years. This means the Complex Needs Service will be maintaining more Education, Health and Care Plans, as they may both start earlier and finish later.

- 3.14 The live birth rate is increasing year on year and will continue to increase demand on SEN and disability services. The Complex Needs Service is aware of a significant cohort of younger children who have an identified need. Children are also presenting with an increasing level of complexity, where children have more than one type of identified need.
- 3.15 Young people with current Statements and LDAs must be transferred to Education, Health and Care Plans over the next three years. These conversions must be completed in 14 weeks. Leeds has approximately 2,400 existing Statements or 800 conversions each year during the phased three year period. The Complex Needs Service anticipate conversions will be coordinated by the school, as annual reviews are now, but there will be significant additional work for the service as a result of this requirement. In addition to the support needs of the schools, each conversion requires an assessment by an Educational Psychologist. It is also worth noting that for any conversion, if it is not possible to reach agreement on the content of the Education, Health and Care Plan, there is the opportunity for an appeal to the Special Educational Needs and Disabilities Tribunal.
- 3.16 As the lead partner, Leeds City Council will need to manage the involvement of new partners who have previously had very little engagement with the statutory assessment process. Adult health and care providers, who have not had to support Statements, will need to contribute to the Education, Health and Care Plan. Post 16 education and training providers, who have not had to maintain Statements, will need to accommodate the Education, Health and Care Plan. The Education, Health and Care Plan must be reviewed at least annually, and this should be an interactive process, with the young person, at the learning centre.
- 3.17 The IT to support the Education, Health and Care Plan is an upgrade to the current Synergy system. The upgrades will manage the work more effectively and reallocate resource from administration to person centred planning. The reconfigured system will automatically generate management information and statutory returns.

Personalisation and Personal Budgets

- 3.18 Families will benefit from personalisation and person centred planning, a more restorative way of working. The Complex Needs Service want to empower the family and work with them so they are as well-equipped as possible. Together with partners, the service will support the family emotionally, as well as practically, through the assessment process, providing the right information and making sure that the family understands the steps at each stage.

- 3.19 If a young person has an Education, Health and Care Plan in place they will be able to request a personal budget. Young people and families can request: to know the value of their education, health and care package; to have a third party broker manage their personal budget once identified or a personal budget that they can manage directly. Funding will be linked to the outcomes identified in the Education, Health and Care Plan and these will be monitored through the review process.
- 3.20 The long term aim is to have a co-ordinated personal budgets process across agencies, but in the short term it will be possible to identify the three different elements should this be requested.
- 3.21 The education element of the personal budget will be the Element 3 top up funding identified through the well-established Funding For Inclusion (FFI) process. Element 3 is specific to the individual child and can be disaggregated from the school's overall SEN budget. The local authority and school must be in agreement with how the parent intends to use the budget, which must be very clearly linked to the agreed learning outcomes in the Education, Health and Care Plan.
- 3.22 Currently children's continuing health care support must be available as part of a personal budget on request. There are approximately 30 children currently receiving continuing health care in Leeds. Other aspects of health care will be included incrementally, with long term health conditions being the next phase. Clinical Commissioning Groups (CCGs) will have a role in agreeing what elements of health provision will be in the scope for personal budgets and agreeing the currencies and costs of provision to feed in to a Resource Allocation System. CCGs will also have a key role in ensuring availability of provision and also managing potential disaggregation of budgets to release the funding for personal budgets, without destabilising provision.
- 3.23 For the care elements of the plan, there is already a way to pay the family directly to meet the assessed needs of the child. Just over 100 families in Leeds are currently receiving direct payments for their children's care.
- 3.24 Increased personalisation, choice and control brings with it challenges to stimulate or, where necessary, develop the marketplace for the services that families will want to access to ensure that families have better access to resources within their local community. It is important that what Leeds City Council and the NHS support or stimulate will improve the life chances of children and young people and will help families in their caring role. The third sector is a key partner in these developments.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Children, young people and families have been engaged fully at all levels of the Special Educational Needs and Disabilities reforms programme. EPIC Leeds, the parents' forum, has representatives on the Complex Needs Partnership Board chaired by Councillor Judith Blake. Other key stakeholders are also present on

Complex Needs Partnership Board and the Interagency Children and Families Act Implementation Steering Group (the Steering Group) including Voluntary Action Leeds (VAL) representing the third sector. The Complex Needs Partnership Board provides governance to the Steering Group and the Special Educational Needs and Disabilities reforms programme.

- 4.1.2 Leeds City Council has learned from the Pathfinders and worked with other regional authorities to share good practice. Young people and families have been actively involved in co-producing aspects of the Special Educational Needs and Disabilities reforms. The Complex Needs Service, with the support of the Voice and Influence Team, has involved children, young people and families through: short films to raise awareness; briefings; drop-in sessions; a blog and the Complex Needs Service bi-monthly newsletter. The service has also been involved in events and groups where children, young people and families already attend, collecting feedback in a number of different ways and in a range of settings.
- 4.1.3 There has been local, small scale trial of the new processes focused on outcomes. A person-centred transition review process has been piloted successfully in some schools. This trial used an outcomes focussed approach and placed greater emphasis on preparation for adulthood. There has been a full trial of the Education, Health and Care Plan process with a small number of families. The families reported that they felt like active partners in the process rather than passive recipients. A lessons learned exercise has captured the feedback and been used to shape the Education, Health and Care Plan process. There is engagement from all relevant partners in the assessment and Education, Health and Care Plan. A new multi-agency panel has been established to consider requests for Education, Health and Care assessments.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 A completed EDCI Screening document is attached at Appendix 2. In addition, each part of the programme has completed a separate Equality Impact Assessment. The actions in the Equality Impact Assessment have been completed and every opportunity has been taken to involve families and partners in the way they wish to be involved. The work streams have met with families using accessible venues across Leeds, have attended specific events for children and young people with special educational needs and disabilities and met with families in their own homes as well as offered the opportunity to contribute virtually.

4.3 Council policies and City Priorities

- 4.3.1 The programme to implement the Special Educational Needs and Disabilities reforms supports the Best Council Plan objective, "Building a Child Friendly City" and is in line with Children's Services' ambitions, the Special Educational Needs (SEN) Strategy, and the Learning Improvement Strategy. Leeds as child friendly city is supported by the inclusive and restorative way the programme is working to implement the SEN and disability reforms. The restorative approach supports both the Local Authority and Health and Wellbeing Board Every Disabled Child Matters Charters.

4.3.2 The reforms will help encourage a graduated approach to support and move Leeds swiftly towards a situation where the right support at the right level is available locally. Leeds City Council and our partners will be open, honest and transparent about how reasonable adjustments to universal services are made, as well as how decisions are made about which targeted and specialist support is most appropriate for children and young people with more complex needs.

4.4 Resources and value for money

4.4.1 The Department for Education has provided £1.451m of grant funding to support the Special Educational Needs and Disabilities reforms in 2014/15. They have also indicated further funding for 2015/16 but the value of this has yet to be confirmed. The Department for Education grant conditions state that “the purpose of this grant is to provide support to local authorities in England towards additional expenditure lawfully incurred or to be incurred by them in implementing the Special Educational Needs and Disabilities reforms, including transferring children and young people from statements and young people in further education or training who had Learning Difficulty Assessments to Education, Health and Care plans.”

4.4.2 The resource implications of delivering these reforms are yet to be fully understood, particularly as the legislation increases the age range for eligibility as well as changes in demography, as stated in paras 3.13 and 3.14, which could lead to increases in costs such as transport. These implications will continue to be developed as the reforms progress.

Implementation Costs

4.4.3 As referred to in para 2.6, the Department for Education have stated that all existing SEN Statements will need to be converted to Education, Health and Care Plans between September 2014 and April 2018; the indicative implementation costs of £990k outlined below therefore cover that period.

4.4.4 Additional resources to help to deliver and support the implementation of the Act have been provisionally identified to cost £774k; these include three additional Education Psychologists; a Personal Budget FFI Co-ordinator and two Project Support Officers. It is recognised that will be an additional administrative burden on the SILCs during the conversion process and it is proposed to make a contribution to these costs of £120k. These are tabulated below in Table 1. It is also acknowledged that there will be a requirement for professional time needed to provide advice for EHC plans from, for example, therapists and other health professionals; however, it is not possible to quantify or cost these at this time.

4.4.5 In addition to the resources outlined above the following costs have also been identified; given the ‘newness’ of the reforms an increase in mediation and advocacy is anticipated to cost £36k over three years. In addition to this there are one off costs which include ICT Systems and equipment £40k; plus a one off payment of £10k to EPIC in recognition of their contribution to the process. Again these are tabulated in Table 1.

Table1 Implementation Costs

	2014/15	2015/16	2016/17	2017/18	Total
	£000	£000	£000	£000	£000
3 X Education Psychologists	100	172	172	71	515
FFI Coordinator – Personal Budgets	23	39	39	17	118
2 X Project Support Officers	27	47	47	20	141
Contribution to SILC Admin	23	40	40	17	120
Therapists and Health Professionals	?	?	?	?	?
Mediation and Advocacy	7	12	12	5	36
ICT Systems & Equipment	50	0	0	0	50
Contribution to EPIC	10	0	0	0	10
Total	240	310	310	130	990

4.4.6 Current estimation is that there is sufficient provision within the base budget and the grants outlined above to be able to fund the implementation phase of the Act. However it is noted that there is a requirement for additional activity in a shorter time frame than in the previous system, and that some costs cannot be predicted with confidence. The situation will therefore be kept under review.

Post Implementation Service Provision

4.4.7 Following the implementation of the act it is likely that there will be increased workloads in terms of maintenance of existing Education, Health and Care Plans, plus any new requests given the increase in the eligible age range and the anticipated increases in demography. Currently it is anticipated that an additional 100 requests will be received annually.

4.4.8 The projected cost of an Education, Health and Care Plan is £612. In comparison the average cost of an SEN statement is £442. Based on the anticipated increase in demand i.e. 100 additional requests, the projected additional cost would be c. £85k per annum. The additional cost of ongoing annual reviews, including the increase in demand, would be c. £15k per annum.

- 4.4.9 It is felt that there are sufficient resources, and budget provision, available within the current service staffing structures and budgets to be able to cope with this increase.
- 4.4.10 Additional work will be required to determine any amendments to “Back Office” functions to deal with the payment of personal budgets; this will be informed by the demand for uptake of personal budgets during the implementation stage, so at present it is not possible to determine whether there will be an ongoing additional cost or opportunity for efficiency savings.
- 4.4.11 Whilst the long term aspiration of the legislation is that it will reduce demand on the public purse by improving outcomes for people with disabilities, increasing their independence and employability, in the short and medium term there are clearly additional resource requirements.
- 4.4.12 The implications for commissioning are also being considered jointly across the local authority and Clinical Commissioning Groups with a view to identifying longer term implications and the potential for greater efficiency.
- 4.4.13 Development work will continue to be undertaken to expand and refine the content of the Leeds Local Offer website. This will include the young person’s version which will require time to fully involve young people in creating a site they want to use. The non-digital format of the Leeds Local Offer will also need to be developed. While we are required to have all the information available in one place we will also need leaflets, booklets and other ways for young people and families to access information without using the internet. The service improvement and commissioning that will be instigated and informed by feedback from the Leeds Local Offer is an unknown quantity at the moment. The Complex Needs Service has scheduled a reporting point after the third quarter of the financial year to reflect the indicative volume and initial response. The implications for commissioning are also being considered jointly across the local authority and CCGs with a view to identifying longer term implications and potential for greater efficiency.
- 4.4.14 The IT to support the changes is part of Children’s Services case management and electronic records project Learning Information Solutions and the wider development of the Leeds City Council website and its functionality. The solutions that have been delivered are temporary responses and the full requirements will inform and have an impact on the wider IT programmes of work. As the IT solution to support the range of personal budget options has yet to be identified, this is an unknown quantity; it is possible the demand will be insufficient to warrant a significant investment in IT infrastructure. It is equally possible that demand will be stimulated through the developing market and offer of services.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 Legal advice is being sought as part of the preparation for implementation.

4.6 Risk Management

- 4.6.1 The programme has an active risk log that is regularly updated as part of the governance of the Special Educational Needs and Disabilities reforms programme.

5 Conclusions

- 5.1 The Special Educational Needs and Disabilities reforms bring major changes for agencies working with young people with SEN and Disability aged 0-25 and their families, and exciting opportunities to improve outcomes and life chances for some of our most vulnerable citizens. Agencies across the city will need to contribute fully to this agenda to ensure compliance with the legislation and to maximise the opportunities it affords for greater integration and more responsive and effective services.
- 5.2 Leeds City Council is the lead agency for implementing these reforms and will need to devote significant resources to fulfilling our legislative requirement.

6 Recommendations

6.1 Scrutiny Board is recommended to consider and note:

- the progress to implement the Special Educational Needs and Disabilities reforms outlined in the Children and Families Act 2014 made by the programme;
- the progress made to develop and maintain high levels of engagement with partners, children, young people and families affected by the changes;
- the impact of the proposed changes on Council services and the resource implications, which will be kept under review as the longer term implications cannot be fully anticipated (detail in sections 4.4.3 through 4.4.14);
- that the DfE has made grant available to support the implementation;
- whether there are particular aspects of the reforms upon which members would like to receive further reports.

7 Background documents¹

None

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

Appendix 1: Early Support Principles, Council for Disabled Children



Valued Uniqueness

The uniqueness of children, young people and families is valued and provided for



Planning Partnerships

An integrated assessment, planning and review process is provided in partnership with children, young people and families.



Key Working

Service delivery is holistic, co-ordinated, seamless and supported by key working.



Birth to Adulthood

Continuity of care is maintained through different stages of a child's life and through preparation for adulthood.



Learning & Development

Children and young people's learning and development is monitored and promoted.



Informed Choices

Children, young people and families are able to make informed choices.



Ordinary Lives

Wherever possible, children, young people and their families are able to live 'ordinary lives'.



Participation

Children, young people and families are involved in shaping, developing and evaluating the services they use.



Working Together

Multi-agency working practices and systems are integrated.



Workforce Development

Children, young people and families can be confident the people working with them have appropriate training, skills, knowledge and experience.

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: Children's Services	Service area: Complex Needs
Lead person: Barbara Newton	Contact number: 0113 2475456

1. Title: Implementation of The Children and Families Act: SEND Reforms

Is this a:

Strategy / Policy
 Service / Function
 Other

If other, please specify

2. Please provide a brief description of what you are screening

Proposals for the implementation of the requirements of The Children and Families Act 2014. This includes the three main strands of the legislation i.e.

- **Education Health and Care Assessments and Plans**
- **Personalisation and Personal Budgets**
- **The Local Offer of services**

3. Relevance to equality, diversity, cohesion and integration

All the council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		X
Have there been or likely to be any public concerns about the policy or proposal?		X
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	X	
Could the proposal affect our workforce or employment practices?	X	
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 	X	

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment. Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity, cohesion and integration?**

Those impacted by the reforms are children and young people 0-25 with SEN and Disabilities and their families. Extensive consultation and engagement has taken place to determine how the reforms should be delivered locally. A Co-production approach has been used to ensure that those most affected by the service are able to influence the developments.

- **Key findings**

Children and young people with SEN and Disabilities will be positively helped by the reforms which increase personalisation, choice and control.

There should be no negative impact.

Families will be better informed about the services available to them in their local area, and will be able to feedback their views, identify gaps etc. This will be used to inform joint commissioning.

- **Actions**

(think about how you will promote positive impact and remove/ reduce negative impact)

The positive impact will be promoted through our new Local Offer website, Complex Needs Newsletter and other publications, as well as through partnership mobilisation and stakeholder engagement.

5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.

Date to scope and plan your impact assessment:	
--	--

Date to complete your impact assessment	
---	--

Lead person for your impact assessment (Include name and job title)	
--	--

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Barbara Newton	Head of Complex Needs	26.08.2014

7. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published.

Please send a copy to the Equality Team for publishing

Date screening completed	26.08.2014
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Date sent to Equality Team	
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Date published (To be completed by the Equality Team)	
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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 16th October 2014

Subject: Draft Terms of Reference – Inquiry into Kinship Care

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. Summary of Main Issues

Leeds City Council has an ambition to be the best council in the UK: fair, open and welcoming with an economy that is both prosperous and sustainable so all our communities are successful. The vision encompasses the aim to be a Child Friendly City by 2030. The methodology for delivering this vision is defined in The Children and Young Peoples Plan which details five headline outcomes one of which is to ensure Children and Young People are safe from harm.

At its meeting on the 19th of June 2014, the Scrutiny Board considered potential sources of work for the 2014/15 municipal year. Following discussion with the Executive Board Member (Children and Families) and representatives from Childrens Services the Board expressed a desire to undertake an inquiry which would consider Kinship Care Services and Support.

2. Recommendation

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

Note the information contained within this report, make further recommendation to update the terms of reference where necessary and agree the terms of reference for the inquiry.

Note that the terms of reference may incorporate additional information during the inquiry should the Children and Families Scrutiny Board identify any further scope for inquiry or request further witness or evidence.

1 Purpose of this report

- 1.1 This report sets out the draft terms of reference for the Scrutiny Boards inquiry into Kinship Care Services and Support.

2. Scope of the Inquiry

- 2.1 The Scrutiny Board at its meeting on the 19th of June 2014 resolved to undertake an inquiry looking at Kinship Services and Support

- 2.2 The purpose of the inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:

- Kinship Care and the impact this has on outcomes for children
- Consideration and assessment of the needs of the child and the family
- The support and assistance provided to children, their carers and their parents in Leeds by the Local Authority and partner organisations.

- 2.3 Additional guidance has been sought from the Deputy Director, Safeguarding, Specialist and Targeted Services in order to recommend areas of focus for the inquiry.

3. Desired Outcomes and Measures of Success

- 3.1 In conducting the Inquiry the Board wishes to reflect on the value and impact of Kinship Care Services and identify positive outcomes for carers, children and young people. The Scrutiny Board will endeavour to establish if robust strategies are in place and if sufficient support and intervention measures are implemented in order to ensure children can be safely cared for in the wider family network therefore preventing children from entering care.

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

- 3.3 Following the inquiry the Scrutiny Board will publish its report which will identify clear desired outcomes. These will be reflected in the recommendations made. The director or organisation to whom the recommendations have been made will be responsible for monitoring the impact of each recommendation and for advising the Scrutiny Board accordingly as the board reviews progress.

4. Comments of the relevant Director and Executive Member

- 4.1 In line with Scrutiny Board Procedure Rule 12.1 where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference.

5. Timetable for the inquiry

- 5.1 It is anticipated that the inquiry will take place during one single session. The length of the inquiry and range of evidence to be collected is however subject to change by agreement of the Board.

6. Submission of evidence – date to be determined

Introduction

- Legislation and explanation of Kinship Care
- Reasons why children become looked after by Kinship Carers
- Kinship Care- known outcomes for children. The pros and cons.
- Demographics of Kinship Carers and Kinship Care data for Leeds

Kinship Care Arrangements

- Considering the needs of the child and the family, seeking the views of the child and access to early advice for potential kinship carers.
- Supporting Kinship Carers and Children
 - Family and Friends Policy
 - Networks and peer support
 - Support to cope with challenging circumstances such emotional and behavioural difficulties, adult care commitments and carers with long term disability or illness.
 - Financial support
 - Respite arrangements
 - 'Staying Put' arrangements
 - Special guardianship and residence orders
 - Children returning to parental care, support for the whole family.

7. Witnesses

- 7.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Members of the Childrens Trust Board
- Elected Members
- Third Sector and Voluntary Organisations
- Stakeholders and Partners
- Deputy Director of Children's Services (Safeguarding, Specialist and Targeted Services)
- Director of Children's Services
- Children's Services Officers

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

8 Corporate Considerations

8.1 Consultation and Engagement

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

8.2 Equality and Diversity / Cohesion and Integration.

- 8.2.1 The Equality Improvement Priorities 2011 to 2015 have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities will help the council to achieve its ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.
- 8.2.2 Equality and diversity will be a consideration throughout the Scrutiny Inquiry and due regard will be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.
- 8.2.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to inform recommendations.
- 8.2.4 Where an impact has been identified this will be reflected in the final inquiry report, post inquiry. Where a Scrutiny Board recommendation is agreed the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, conducting impact assessments where it is deemed appropriate.

8.3 Council Policies and City Priorities

This inquiry will assist in achieving outcomes and priorities as defined in the Children and Young Peoples Plan 2011-2015 and the Child Friendly City Priority Plan.

8.4 Resources and Value for Money

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

8.5 Legal Implications, Access to Information and Call In

None

8.6 Risk Management

There are no risk implications relating to this report. At the conclusion of the inquiry any identified risk will be reported in the final inquiry report.

8.7 Recommendations

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

8.7.1 Note the information contained within this report, make further recommendation to update the terms of reference where necessary and agree the terms of reference for the inquiry.

8.7.2 Note that the terms of reference may incorporate additional information during the inquiry should the Scrutiny Board identify any further scope for inquiry or request further witness or evidence.

8.8 Background documents¹

None

DRAFT

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.

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 16th October 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 17 September 2014

3. Recommendations

3.1 Members are asked to:

- a) Consider the draft work schedule and make amendments as appropriate.
- b) Note the Executive Board minutes

4. Background papers¹ - 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.

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Draft Scrutiny Board (Children and Families) Work Schedule for 2014/2015 Municipal Year

Schedule of meetings/visits during 2014/15			
Area of review	19 June	24 July – Full	August
Inquiries		Board Agree Reports* Cluster Partnerships	
Annual work programme setting - Board initiated pieces of Scrutiny work (if applicable)	Consider potential areas of review		
Budget		Budget Update 2014/15	
Policy Review			
Recommendation Tracking		Private Fostering Inquiry (LSCB and Director of CS)	
Performance Monitoring		Performance Report	
Working Groups			

*Prepared by S Pentelow

Draft Scrutiny Board (Children and Families) Work Schedule for 2014/2015 Municipal Year

Schedule of meetings/visits during 2014/15			
Area of review	11 September – Full	16 October – Full	13 November – Full
Inquiries	<p>Agree scope of review for **</p> <p>1) Learning Improvement Service</p>	<p>Agree scope of review for **</p> <p>2) Kinship Care</p> <p><u>Inquiry Response</u> Cluster Inquiry</p>	Evidence Gathering Learning Improvement Service
Recommendation Tracking			
Policy Review	Basic Need Update and sufficiency of Early Years Provision		Free School Meals a) Update on supply of meals to infant age children. b) Promoting take up of fsm for all school age children.
Performance Monitoring	<p>NEET</p> <p>a) recommendation tracking b) supporting Care Leavers c) geographical challenges</p> <p>SEN- preparing for and providing a destination in EET</p> <p>Leeds Safeguarding Children – Draft Annual Report</p>	<p>Youth Offer – performance, consistency and delivery since the delegation of responsibility and budgets to Community Committees</p> <p>Implementing the Children and Families Act – update</p>	
Working Groups	Working Group – School Transport – 11 th Sept	CSE – Scrutiny Working Group	

* Prepared by S Pentelow

Draft Scrutiny Board (Children and Families) Work Schedule for 2014/2015 Municipal Year

Schedule of meetings/visits during 2014/15			
Area of review	18 December – Full	29 January	26 February
Inquiries	<p><u>Evidence Gathering</u></p> <p><u>Board Agree Reports*</u> Interim School Transport</p>	<p><u>Evidence Gathering</u> School Visits – Learning improvement ?</p>	<p><u>Evidence Gathering</u> Learning Improvement Service (to include Annual Standards Report: Early Years Foundation Stage, Primary & Secondary Schools Provision)</p> <p><u>Directors Response</u> Interim School Transport Inquiry</p>
Budget	Initial Budget Proposals 2015/16 and Budget Update		
Policy Review	Children and Young Peoples Plan – Formal Consultation (B&P framework)		
Recommendation Tracking		External Placement Inquiry Private Care Home Inquiry Maths and English Inquiry	Attendance Inquiry
Performance Monitoring	Performance Report	Child Poverty – Progress report Child Poverty Strategy/ Child Poverty Outcomes Group	Social Services Care System update and impact report.
Working Groups	Working Group – School Transport	Working Group – Inquiry Evidence Gathering	Working Group – Inquiry Evidence Gathering

Draft Scrutiny Board (Children and Families) Work Schedule for 2014/2015 Municipal Year

Schedule of meetings/visits during 2014/15			
Area of review	19 March	23 April	May
Inquiries	<u>Evidence Gathering</u> Learning Improvement Service	<u>Board Agree Reports</u>	
Budget and Policy Framework?			
Recommendation Tracking		Cluster Inquiry Progress Report	
Performance Monitoring		Partnership Review – CTB a) Recommendation tracking b) membership c) Structures d) City priorities	
Working Groups			

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Need to schedule:

Ofsted inspection information

LTHT report following the Jimmy Savile investigation – feedback from Safeguarding Boards (joint work with HW&ASC Scrutiny Board)

Updated – 8th October 2014

*Prepared by S Pentelow

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

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 17TH SEPTEMBER, 2014

PRESENT: Councillor J Blake in the Chair

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

55 Chair of the Meeting

In accordance with Executive and Decision Making Procedure Rule 3.1.5, in the absence of Councillor Wakefield, who had submitted his apologies for absence from the meeting, Councillor Blake presided as Chair of the Board for the duration of the meeting.

56 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:-

Appendix 1 to the report entitled, 'Lease at Less Than Best Consideration: Agreement to Lease 4 Miscellaneous Properties to GIPSIL on a 21 Year Lease Agreement', referred to in Minute No. 68 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 the information contained within the appendix relates to the financial or business affairs of particular persons, or organisations, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information is to be used as part of one to one negotiations in respect of the leases of these properties in this report, it is not in the public interest to disclose this information at this point in time. Also, it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions of other similar properties. It is therefore considered that this element of the report should be treated as exempt under Rule 10.4.3 of the Access to Information Procedure Rules.

57 Late Items

There were no formal late items of business, however, it was noted that Board Members had been provided with correspondence received from the Education Funding Agency in respect of the agenda item entitled, 'Transfer of the Former Fir Tree Primary School to the Khalsa Education Trust' (Minute No. 78 refers).

Draft minutes to be approved at the meeting
to be held on Wednesday, 15th October, 2014

58 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting, however in relation to the agenda item entitled, 'Allotment Rental Charges', Councillor A Carter drew the Board's attention to his position as President of the Calverley Horticultural Society.

Regarding the same item, Councillor Golton drew the Board's attention to his position as Vice President of Leeds and District Allotment Gardeners' Federation. Having sought advice at the meeting, it was confirmed to Councillor Golton that his position did not preclude him from participating in the relevant item (Minute No. 70 refers).

59 Minutes

RESOLVED – That the minutes of the previous meeting held on 16th July 2014 be approved as a correct record.

ADULT SOCIAL CARE

60 Safeguarding Adults Annual Report 2013/2014 and Business Plan 2014/2015

The Director of Adult Social Services submitted a report which introduced the Leeds Safeguarding Adults Board Annual Report for 2013/2014, presented the Board's Business Plan for 2014/2015 and provided an update on the ongoing work of the Board.

Board Members were provided at the meeting with information packs which accompanied the submitted the report.

Dr Paul Kingston, Independent Chair of the Leeds Safeguarding Adults Board, was in attendance to introduce the key issues arising from the 2013/14 Annual Report, together with the Business Plan for 2014/15.

Members welcomed the report and received assurances in respect of the ongoing work and initiatives that continued to be undertaken and developed in this area of safeguarding.

In conclusion, the Board thanked the Chair together with the members of the Safeguarding Adults Board for their continued work in this field.

RESOLVED – That the contents of the submitted report, together with the appended 2013/14 Annual Report be noted, and that the 2014/15 work programme of the Safeguarding Adults Board be endorsed.

CHILDREN AND FAMILIES

61 Leeds Safeguarding Children Board (LSCB) Annual Report 2013/2014 Evaluating the Effectiveness of Safeguarding Arrangements in Leeds

The Independent Chair of the Leeds Safeguarding Children Board (LSCB) submitted a report which presented the LSCB Annual Report for 2013/2014.

Jane Held, Independent Chair of the Leeds Safeguarding Children Board, was in attendance to introduce the 2013/14 Annual Report and the key themes arising from it.

Members welcomed the report together with the partnership approach being taken across a number of agencies in this field.

The Chief Executive provided the Board with details of the ongoing work being undertaken to review and monitor the provision of safeguarding in Leeds, together with partnership working which continued on a regional and city regional basis.

Responding to a Member's enquiry, officers provided the Board with details regarding the actions being taken by the Council to ensure that any drivers, employed by companies who transported vulnerable individuals on the Council's behalf had been subject to the required Disclosure and Barring Service (DBS) checks.

The Board thanked the Chair together with the members of the Safeguarding Children Board for their continued work in this field.

RESOLVED – That the key issues from the LSCB Annual Report for 2013/2014 be noted, specifically:

- The evaluation of the effectiveness of safeguarding arrangements in Leeds;
- The challenges identified for strategic bodies in 2014/15; and
- The implications for the work of Leeds City Council.

62 The Children and Families Act 2014: SEN and Disability Reforms

The Director of Children's Services submitted a report which provided an update on the Special Educational Needs and Disabilities reforms within the Children and Families Act 2014 that came into effect on the 1st September 2014. The report highlighted the implications of the reforms on Children's Services and partners, particularly the financial impact, and identified the opportunities that the Act offered to maximise the Council's resources in order to have a positive lifelong impact, to actively engage young people at risk of disenfranchisement and prepare them for adulthood and active citizenship.

RESOLVED –

- (a) That the progress made to implement the Special Educational Needs and Disabilities reforms as outlined in the Children and Families Act 2014 be noted;
- (b) That the progress made to develop and maintain high levels of engagement with partners, children, young people and families affected by the changes, be noted;
- (c) That the impact of the proposed changes on Council services and the resource implications, which will be kept under review (as detailed in sections 4.4.3 to 4.4.14 of the submitted report), be noted;
- (d) That it be noted that the Department for Education has made grant available to support the implementation;
- (e) That it be noted that the longer term financial implications, following

Draft minutes to be approved at the meeting
to be held on Wednesday, 15th October, 2014

- the implementation of the Act will not be fully known in the short term, but that these will be kept under review;
- (f) That it be noted that the lead officer for these reforms is the Head of Complex Needs, Children's Services.

63 Basic Need Programme

Further to Minute No. 53, 17th July 2013, the Deputy Chief Executive, the Director of Children's Services and the Director of City Development submitted a joint report which sought approval to the proposed delegations necessary to adopt a programme approach to the delivery of school places under the basic need programme.

Members emphasised the importance of cross-departmental working on such matters and highlighted the significant scale of the programme across the city.

Responding to an enquiry regarding Member engagement in the proposed delegated decision making process, officers assured the Board that any decisions taken regarding the approval of design and cost reports as part of the Basic Need scheme would first be subject to consultation with the relevant Executive Members. Furthermore, should there be any situation whereby an unforeseen release of funds was required, then prior to any decisions being made, this would be the subject of a separate consultation exercise with Executive Members. Finally, it was noted that any officer delegated decisions in respect of Basic Need schemes would be accompanied by a standard design and cost report and would be subject to the Council's agreed delegated decision making procedures.

RESOLVED –

- (a) That the adoption of an enhanced programme approach to the management of the basic need schemes, be approved;
- (b) That additional authority to spend expenditure on the basic need programme of £28,250,000 which increases the overall approval on the schemes in the programme to £97,585,000 be approved, and that approval also be given to the fact that this additional authority to spend will include an allocation of up to £10,000,000 for the establishment of a basic need risk capital fund;
- (c) That the approval of design and cost reports for the schemes identified in Table 3 in Appendix A to the submitted report be delegated to the Director of Children's Services, and that these approvals shall be subject to the agreement of the Director of City Development and the Deputy Chief Executive in consultation with the appropriate Executive Members and that these reports will be open to scrutiny by Members as explained within the submitted report;
- (d) That the management and use of the basic need risk capital fund be delegated to the Director of Children's Services and that these decisions shall be subject to the agreement of the Director of City Development and the Deputy Chief Executive, in consultation with the

appropriate Executive Members and that decisions on with these matters will be open to scrutiny by Members as explained within the submitted report;

- (e) That the proposed governance and transparency arrangements in relation to the officer decisions for design and cost reports, together with the variations on projects, as set out within the submitted report, be approved;
- (f) That regular reports, at least every six months, be submitted to Executive Board on the progress made in delivering outcomes and on the overall programme approvals and budget;
- (g) That it be noted that the Head of Service, Strategic Development and Investment has client responsibility for the programme and that the Chief Officer, Public Private Partnerships & Procurement Unit is responsible for the delivery of projects in the programme.

64 Outcome of consultation to increase primary school places in Leeds. Part A: Outcome of Statutory notice on proposals to expand primary provision in Guiseley and Part B: Outcome of consultation on proposals to expand primary school provision in Roundhay

Further to Minute No. 14, 25th June 2014, the Director Children's Services submitted a report providing details of proposals brought forward to meet the Local Authority's duty to ensure sufficiency of school places. The submitted report was divided in to two sections: Part A described the outcome of statutory notices regarding proposals to expand primary school provision in Guiseley by establishing two 2 form entry primary schools from the existing three form entry Guiseley Infant and Nursery School and St Oswald's C of E Junior Schools and which sought a final decision on the proposals. Whilst Part B described proposals to increase places at Gledhow Primary School and Immaculate Heart of Mary Catholic Primary School, summarised the outcome of a consultation exercise and sought permission to publish a statutory notice in respect of Gledhow Primary School.

RESOLVED –

- (a) That changes to Guiseley Infant and Nursery School by increasing its capacity from 270 pupils to 420 pupils and raising the upper age limit from 7 to 11, therefore creating a primary school with an admission limit of 60 in reception, with effect from September 2015, be approved;
- (b) That changes to St Oswald's Church of England Junior School, increasing its capacity from 360 to 420 and lowering the age limit from 7 to 4, therefore creating a primary school with an admission limit of 60 in reception with effect from September 2015, be approved;
- (c) That the publication of a Statutory Notice to expand Gledhow Primary School from a capacity of 420 pupils to 630 pupils, with an increase in the admission number from 60 to 90, with effect from September 2016, be approved;
- (d) That it be noted that the proposal in respect of Immaculate Heart of Mary Catholic Primary School will not be progressed.

- (e) That it be noted that the responsible officer for the implementation of such matters is the Capacity Planning and Sufficiency Lead.

NEIGHBOURHOODS, PLANNING AND PERSONNEL

65 Leeds Core Strategy: Inspector's Report and Adoption

Further to Minute No. 210, 5th March 2014, the Director of City Development submitted a report which presented the contents of the Leeds Core Strategy Inspector's Final Report, and which sought authority from the Board to proceed to full Council with the recommendation that the Leeds Core Strategy be formally adopted.

Members discussed key issues arising from the submission of the Leeds Core Strategy and acknowledged that such matters would be considered in further detail at the next scheduled meeting of Council.

The Board thanked all of those who had been involved for their considerable efforts in getting the Leeds Core Strategy to its current position.

RESOLVED – That the Inspector's Final Report, including his recommendations and reasons be noted, and that the Executive Board recommends to Council that it adopts the Core Strategy (as submitted for examination and with modifications) pursuant to Section 23 of the Planning and Compulsory Purchase Act 2004.

(Under the provisions of Council Procedure Rule 16.5, both Councillor A Carter and Councillor Golton required it to be recorded that they respectively abstained from voting on the matters included within this minute)

(The Council's Executive and Decision Making Procedure Rules state that the power to Call In decisions does not extend to those made in accordance with Budget and Policy Framework Procedure Rules (B&PFPRs). As the resolution relating to this minute (above) was being made in accordance with the Council's B&PFPR's, such matters were not eligible for Call In)

66 The Leeds Community Infrastructure Levy: Future Date for Adoption of Charging Schedule and Approval of Associated Policies

Further to Minute No. 102, 9th October 2013, the Director of City Development submitted a report which presented the outcome of the Examiner's report on the Leeds Community Infrastructure Levy (CIL) Draft Charging Schedule, the proposed minor modifications to the final Charging Schedule and associated policies, and also proposed a formal adoption date of 6th April 2015.

RESOLVED –

- (a) That Executive Board recommend to Full Council that the contents of the Community Infrastructure Levy Charging Schedule be approved;
- (b) That Executive Board recommend to Full Council that the Community Infrastructure Levy be formally adopted in Leeds from 6th April 2015;
- (c) That the contents of the Regulation 123 List, Exceptional

- Circumstances Policy, Instalments Policy and the Statement of Discretionary Charitable Relief, be approved;
- (d) That as required following monitoring, approval be given for the Chief Planning Officer under delegated authority to make revisions to any of the policies and procedures detailed in resolution (c) (above) going forward;
 - (e) That it be noted that the following steps will be undertaken in order to deliver the decisions of the Board:-
 - i. The Charging Schedule will be submitted to Full Council on 12th November 2014 for resolution to adopt.
 - ii. The timescales for the implementation of the decisions are, subject to the agreement of Executive Board and Full Council, that Leeds City Council will start charging the CIL from 6th April 2015.
 - iii. The Chief Planning Officer is the officer responsible for the implementation of such matters.

(The matters referred to in resolutions (a) and (b) above were not eligible for Call In, given that the approval of such matters are for the determination of full Council only)

67 Quality Housing Growth and the Leeds Standard

Further to Minute No. 20, 25th June 2014, the Director of Environment and Housing and the Director of City Development submitted a joint report which sought to provide a way forward for improving residential design throughout Leeds in order to ensure that the Council achieved both quality and quantity in the delivery of new houses in Leeds through the development of linked activities brought together to form the "Leeds Standard".

In response to a Member's enquiry, officers provided the Board with information regarding how the 'Leeds Standard' would look to improve the quality of units provided by private developers. In addition, the Board also received information on the methods by which the provision, quality and development of greenspace could be maximised in the communities.

RESOLVED –

- (a) That officers be requested to prepare clarification of the 'Neighbourhoods for Living' guidance for residential design in Leeds, focusing on external design issues such as streets, spaces and architecture, layout and character, in line with the principles outlined within the submitted report in order to enable the Council as the Local Planning Authority to influence the delivery of high quality housing growth;
- (b) That the summary/review of existing local policy and guidance under the three themes of the 'Leeds Standard': Design Quality and Liveability, Space Standards and Sustainable design and construction, be noted;
- (c) That the progress made on the delivery of the Council Housing Growth Programme, including the development of the Leeds Standard be noted, together with the next stages of the programme and

- proposed procurement approach to support the adoption of the Leeds Standard through the construction of new council housing;
- (d) That the Director of City Development be requested to consider the required resources to support this approach to the delivery of quality housing growth, together with the key planning and design issues following the Farrell Review of architecture and the built environment;
 - (e) That the proposed consultation exercise with developers, providers and others in the housing industry on the clarifications to Neighbourhoods for Living, be approved.

68 Lease at Less Than Best Consideration - Agreement to lease 4 miscellaneous properties to GIPSIL on a 21 year lease agreement

The Director of Environment and Housing submitted a report which sought approval to surrender the committee tenancy arrangements between GIPSIL and Leeds City Council and to formalise the use of the properties listed in exempt appendix 1 to the submitted report via standard 21 year lease agreements at less than best consideration.

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 – That the surrender of the committee tenancy arrangements between GIPSIL and Leeds City Council for the properties listed in exempt appendix 1 to the submitted report be approved, and that approval also be given to the simultaneous re-grant of 21 year lease agreements at less than best consideration on the terms to be agreed by the Director of City Development.

CLEANER, STRONGER AND SAFER COMMUNITIES

69 Update on district heating and the Residual Waste Treatment PFI project

The Director of Environment and Housing submitted a report providing an update on the progress made towards the delivery of a district heating network linked to the Recycling & Energy Recovery Facility (RERF) as part of the Residual Waste Treatment Project, and also on a range of potential benefits and options for achieving substantial cost reductions through this project. In addition, the report sought approval of the delegation of appropriate authority to the relevant Directors in order to exercise specific contractual cost saving options, to instruct Veolia to install elements of infrastructure at the RERF necessary for the export of heat from the site, subject to further technical and financial assessment, and also to explore other potential value for money opportunities.

Officers responded to Members' enquiries around the Non-Reverting Asset option as detailed within the submitted report and also regarding how the energy used as part of the District Heating Scheme could be maximised.

In conclusion, Members welcomed the report and noted the wider opportunities, particularly in respect of infrastructure provision, that the initiative could potentially help to offer in the future.

RESOLVED –

- (a) That the contents of the submitted report, including the progress made on feasibility work for a district heating scheme linked to the Recycling and Energy Recovery Facility (RERF) as part of the Project, together with the community benefits associated with the Project, be noted;
- (b) That the Director of Environment and Housing be authorised to approve the installation of initial infrastructure at the RERF which will be necessary for the delivery of a district heating scheme (as described at sections 3.1.9-3.1.12 of the submitted report), subject to his receipt of a further satisfactory technical and financial assessment and subject to the timescales detailed within section 3.1.12 of the submitted report;
- (c) That approval be given for the implementation of the Non Reverting Asset option in relation to the Project (as described at sections 3.2.2-3.2.11 of the submitted report), in order that the Director of Environment & Housing can take the decision subject to DEFRA approval and subject to the Deputy Chief Executive determining that there are no accounting treatment issues following consultation with the Council's external auditors by the Extended Commissioning Date currently anticipated to be 25th March 2016, although subject to programme;
- (d) That following the agreement of resolution (c) above, it be noted that the Director of City Development will arrange for disposal of the RERF site for an additional 15 years at the appropriate time and in accordance with the Asset Management functions in the officer delegation scheme;
- (e) That approval be given to an injection into the City Council's Capital Programme together with the associated authority to spend £30,000,000 as a Capital Contribution to the Project (as described at sections 3.2.12-3.2.18 of the submitted report) by the Actual Full Payment Date (currently expected to be 8th July 2016, although subject to programme change and subject to DEFRA approval);
- (f) That the necessary authority be delegated to the Deputy Chief Executive in order to negotiate and agree to further proposals with Veolia for an increased Capital Contribution of up to an additional £12,000,000, should this (in the Deputy Chief Executive's opinion) represent value for money, this will be subject to DEFRA approval and also subject to the Deputy Chief Executive determining that there are no accounting treatment issues following consultation with the Council's external auditors by the Extended Commissioning Date, currently anticipated to be 25th March 2016, subject to programme;
- (g) That subject to resolution (f) above being actioned, approval be given to an injection into the capital programme and the associated authority to spend of up to £12,000,000;
- (h) That apart from those matters expressly set out in the resolutions above, it be noted that the Director of Environment and Housing will take any necessary action associated with the implementation of the

above options in accordance with the timescales and Waste Management Function.

70 Allotment Rental Charges

Further to Minute No. 63, 4th September 2013, the Director of Environment and Housing submitted a report which sought approval for a fresh decision on allotment rental charges following the outcome of a judicial review.

As part of the consideration of this matter, Members received information on the context and background to the recommended way forward, as detailed within the submitted report. In response, a concern was raised and a request was made for further dialogue to be undertaken with all relevant parties, prior to any final decisions being taken. Having noted the concern raised, at the conclusion of the debate it was

RESOLVED – That the following be approved, without prejudice to the Council's position that the decision made on 4th September 2013 was not unlawful and should not have been quashed:-

- (a) A phased rental increase commencing in autumn 2015, as set out in the following table, which starts for a full size plot in year 1 as £19.50 more per year (or £0.37 extra each week) to £33.50 more at the end of year three (which equates to £0.64 per week).

Rental	2015/16			2016/17			2017/18		
	Con-cession	Con-cession Pensioner	Full	Con-cession	Con-cession Pensioner	Full	Con-cession	Con-cession Pensioner	Full
Full plot (250sq m)	£29.00	£46.40	£58.00	£32.50	£52.00	£65.00	£36.00	£57.60	£72.00
Half plot (125sq m)	£14.50	£23.20	£20.00	£16.25	£26.00	£32.50	£18.00	£28.80	£36.00
Quarter plot (62.5sq m)	£7.25	£11.60	£14.50	£8.00	£13.00	£16.25	£9.00	£14.40	£18.00

- (b) That a side letter be issued to each allotment association to confirm the implementation of the provisions for concessions and that the reduction in the proportion of rental income that may be retained by the association should be deferred until the proposed new rental charges take effect;
- (c) That those sites managed by associations who fail to sign lease agreements on or before 15th October 2014 will automatically become directly managed by the Council and the Council will then offer a 12 month agreement to each plot holder on each site;

- (d) That following the Court ruling, it be noted that allotment rental charges in 2014/15 will be on the same basis as the previous year (2013/14), including the level of concessions;
- (e) That it be noted that the Chief Officer Parks and Countryside will be responsible for implementing the recommendations in the timescales indicated.

(Under the provisions of Council Procedure Rule 16.5, both Councillor A Carter and Councillor Golton required it to be recorded that they respectively voted against the matters included within this minute)

71 The Future of Middleton Park Golf Course and Gotts Park Golf Course

The Director of Environment and Housing submitted a report which set out proposals to cease providing golf at Middleton Park Golf Course and Gotts Park Golf Course. The report provided the background to the submitted proposals along with a summary of consultation undertaken, together with responses to the alternative options proposed and issues raised as part of such consultation.

In considering the key aspects of the submitted report, emphasis was placed upon the need to ensure that Gotts Park Golf Club was provided with the appropriate opportunity to successfully manage Gotts Park Golf Course, should they confirm that they wish to lead on the management of the course. Furthermore, it was agreed that in the event that Gotts Park Golf Club did not come forward to lead on the management of the golf course, then prior to any final decisions being made, the Director of Environment and Housing submit a further report to Executive Board in order to provide the Board with the opportunity to consider the most appropriate way forward.

Correspondence with Wade's Charity, which reflected the need for their agreement to the proposals, was referred to during the discussion. With regard to the proposals relating to the future of Middleton Park, it was emphasised that the outline ideas for conversion of the course to park land were a basis for consultation and that the final form would be agreed in partnership with the local community, local Members and community groups to ensure that the future use of the park could be maximised for the benefit of the area.

RESOLVED –

- (a) That approval be given for the Council to cease to provide golf at Middleton Park on 31st October 2014;
- (b) That in the event that Gotts Parks Golf Club confirm that they wish to lead on managing the course, then this be approved in principle, subject to the Council entering into an agreement reviewable annually. With an annual grant of no more than the maintenance costs of semi natural parkland, currently £20,000, being made payable by the Council to the operator subject to meeting the terms of the agreement.

The agreement should limit the Council's future liability in the event that the venture is unsuccessful;

- (c) That in the event that Gotts Park Golf Club does not come forward, then the Director of Environment and Housing submit a further report to Executive Board in order to provide the Board with the opportunity to consider the most appropriate way forward;
- (d) That approval be given to invest £74,000 in the space currently occupied by Middleton Park Golf Club, with the investment to be shaped in consultation with local Members, Friends of Middleton Park, Wades and the local community, and that the ongoing costs of maintenance be limited to the costs of maintaining semi natural parkland, which is equivalent to £20,000 at current prices;
- (e) That the necessary authority be delegated to the Director of Environment and Housing, in consultation with the Executive Member for Cleaner, Stronger and Safer Communities in order to conduct the consultations referred to in the resolutions above, and also to conclude negotiations, and then to implement the above resolutions, having regard to the outcome of the consultations.

FINANCE AND INEQUALITY

72 Financial Health Monitoring 2014/2015 - Month 4

The Deputy Chief Executive submitted a report presenting the Council's projected financial position for 2014/15 after four months of the financial year.

RESOLVED –

- (a) That the projected financial position of the authority after four months of 2014/15, as detailed within the submitted report be noted;
- (b) That the creation of an earmarked reserve using general fund reserves, as detailed in paragraph 3.3.5.1 of the submitted report, be approved, and that the release of the reserve be delegated to the Deputy Chief Executive.
- (c) That the release of reserves, as detailed in paragraph 3.3.5.2 of the submitted report, be noted.

73 Customer Access Programme - Improving Customer Service Delivery and Achieving Efficiencies

Further to Minute No. 260, 16th May 2012, the Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the delivery of Phase 1 of the Transactional Web Services project. In addition, the report sought approval of a £4,866,000 injection into the Capital Programme, whilst it also sought authority for the Assistant Chief Executive (Citizens and Communities) to spend in order to deliver the second phase of the Transactional Web Services project.

RESOLVED –

- (a) That the progress made on the delivery of Phase 1 of the Transactional Web Services project, be noted;
- (b) That an injection of £4,866,000 into the Capital Programme be approved and that the Assistant Chief Executive (Citizens and Communities) be provided with the necessary authority to spend in order to deliver the second phase of the Transactional Web Services project, as detailed within the submitted report.

74 Leeds City Council Social Care and Health Capital Fund

The Deputy Chief Executive, the Director of Adult Social Services and the Director of Children's Services submitted a joint report which provided information on the proposal to create a specific Capital fund of £25,000,000 in order to support the City's ambitious plans to be the Best City in the country for Health and Wellbeing.

Responding to a Member's enquiry, officers provided the Board with an update on the evaluation work being undertaken around the most effective way to secure additional Intermediate Care beds across the city.

The Board emphasised the importance of partnership working across all relevant agencies when considering the most effective ways in which to meet the needs of residents throughout Leeds.

RESOLVED –

- (a) That the creation of a £25,000,000 Capital Fund in support of health and social care initiatives, be approved;
- (b) That the schemes put forward so far and the benefits predicted for those schemes to deliver, be noted;
- (c) That approval be given to the release of a 'pump priming' fund of £100,000 in the first instance, to support business case development in relation to the schemes most likely to be brought forward quickly (More Independent Living Opportunities for People with Learning Disabilities (Building) & Investment in Technology Solutions - IT Hardware (Support Systems)), which is in addition to the £50,000 already committed by Leeds CCG's for the PPPU evaluation of options in relation to Intermediate Care beds;
- (d) That further reports be submitted to the Board in future which seek agreement to commit capital as each scheme becomes ready.

75 Regulation of the High Cost Short Term Credit Market by the Financial Conduct Authority

Further to Minute No. 48, 16th July 2014, the Assistant Chief Executive (Citizens and Communities) submitted a report providing details of the actions taken by the Financial Conduct Authority (FCA) to regulate the High Cost Short Term Credit (HCSTC) industry since 1st April 2014, together with details of their consultation on the proposed cap on the total cost of high cost credit.

Members welcomed the positive action which had been taken by the FCA and noted the Council's response to the FCAs associated consultation exercise, as appended to the submitted report.

In terms of future communications by the Council regarding the regulation of the high cost short terms credit market, emphasis was placed upon the need to highlight the stark figures around borrowing charges, as detailed within the submitted report.

RESOLVED –

- (a) That the contents of the submitted report, particularly Leeds City Council's response to the FCA consultation, as set out in Appendix 1 to the submitted report, be noted;
- (b) That the Chief Executive be requested to write to all Leeds MPs asking them to consider Leeds City Council's response to the FCA consultation, as set out in appendix 1 to the submitted report, and urge them to take up the issues raised within the Council's response.

TRANSPORT AND THE ECONOMY

76 Beckhill Neighbourhood Framework

Further to Minute No. 8, 25th June 2014, the Director of City Development submitted a report providing an overview of the work undertaken to prepare a Neighbourhood Framework for the Beckhills area. The submitted report presented the proposed final version of the document for the purposes of approval, whilst agreement was sought on the phased approach to the delivery of improvements across the locality.

In response to a Member's enquiry, officers undertook to provide the Member in question with further information on how the Framework would inform the views of Plans Panel when determining planning matters in the area.

The Board discussed the ways in which an expression of interest for the possible establishment of a Neighbourhood Framework could be made. In addition, Members also discussed the funding sources which had been used in respect of the Beckhills Neighbourhood Framework. In conclusion, invitations were extended to any neighbourhoods that wished to submit an expression of interest in establishing a Neighbourhood Framework in the future.

RESOLVED -

- (a) That the contents of the submitted report be noted;
- (b) That the Beckhill Neighbourhood Framework be approved as informal planning guidance to support the area's regeneration;
- (c) That support be given on the approach to prioritisation, phasing and funding the delivery improvements to the Beckhill area, as set out in paragraphs 3.9 – 3.12 of the submitted report, which is to be led by the Chief Asset Management and Regeneration Officer.

77 Temporary Financial Assistance Measures: Kirkgate Market

Further to Minute No. 227, 2nd April 2014, the Director of City Development submitted a report which sought approval for a package of support for traders during the period of construction works to refurbish and improve Kirkgate Market.

Responding to a Member's enquiry, the Board was provided with assurances around the levels of contact and consultation undertaken with the Friends of Kirkgate Market group, both generally and specifically in respect of the proposals detailed within the submitted report.

RESOLVED –

- (a) That the injection of, and authority to spend £395,800 in respect of the financial assistance at Kirkgate Market, be approved;
- (b) That the injection of, and authority to spend £100,000 in respect of the upgrade of stalls to aid the temporary relocation of the Fish and Game row tenants, be approved;
- (c) That as Kirkgate Market is a Grade 1 listed building, it be noted that the proposed works to the existing Butchers Row in order to facilitate the temporary decant have been discussed with the Local Planning Authority and English Heritage who are supportive of the proposals;
- (d) That it be noted that the Chief Economic Development Officer will be responsible for the implementation of such matters.

78 Transfer of the former Fir Tree Primary School, Lingfield Drive, Leeds to the Khalsa Education Trust

Further to Minute No. 30, 16th July 2014, the Director of City Development and the Director of Children's Services submitted a joint report presenting information and background to the use, and potential disposal of the site previously used for Fir Tree Primary School, Alwoodley. The report provided details of the options open to the Council in respect of this matter.

It was noted that at the commencement of the meeting, Board Members had been provided with correspondence received from Education Funding Agency (EFA) in respect of the submitted report.

In discussing the matter, Members considered a range of issues, including:-

- The recent correspondence which had been received from the EFA and the extent to which it provided any further clarity on the current position;
- The clarification which was still required on whether the Government's legal powers would enable a 'scheme' to be served upon the Council which compelled it to transfer the freehold of the site to the Khalsa Education Trust, and the need for further dialogue to be held between the Department for Education's (DfE's) legal representatives and the Council,

- The level of contact and discussion which had taken place between the Council and the DfE on this issue to date, the nature of such contact and the associated timeframe in which this had taken place;
- The need to ensure that in order to progress this matter, a collaborative approach was adopted by all relevant parties;
- With regard to education provision in the area, the extent to which this specific site would best meet the needs of the local community.

At the conclusion of the discussion on the submitted report, it was formally moved by Councillor A Carter and seconded by Councillor Golton that the former Fir Tree Primary School site be transferred on a leasehold basis to the Khalsa Education Trust. On being put to the vote, this motion was lost, and it was

RESOLVED – That further information and clarification be sought from the Department for Education in respect of those matters considered during the meeting, specifically as to whether the Government’s legal powers enabled a ‘scheme’ to be served on the Council which would compel it to transfer the freehold of the site in question to the Khalsa Education Trust.

(Under the provisions of Council Procedure Rule 16.5, both Councillor A Carter and Councillor Golton required it to be recorded that they respectively voted against the matters included within this minute)

DATE OF PUBLICATION: FRIDAY, 19TH SEPTEMBER 2014

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: FRIDAY, 26TH SEPTEMBER 2014 AT 5.00 P.M.

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 29th September 2014)