



SCRUTINY BOARD (CHILDREN'S SERVICES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 15th September, 2016 at 9.45 am

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

MEMBERSHIP

Councillors

- J Akhtar - Hyde Park and Woodhouse;
- S Bentley (Chair) - Weetwood;
- N Dawson - Morley South;
- C Dobson - Killingbeck and Seacroft;
- J Elliott - Morley South;
- S Field - Garforth and Swillington;
- C Gruen - Bramley and Stanningley;
- M Iqbal - City and Hunslet;
- A Lamb - Wetherby;
- P Latty - Guiseley and Rawdon;
- K Renshaw - Ardsley and Robin Hood;

Co-opted Members (Voting)

- Mr E A Britten - Church Representative (Catholic)
- Mr A Graham - Church Representative (Church of England)
- Ms L Nichols - 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
- Mrs S Hutchinson - Early Years Representative
- Ms C Hopkins - Young Lives Leeds
- Ms C Bewsher - Looked After Children and Care Leavers

Agenda compiled by:
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Scrutiny Support Unit
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Sandra Pentelow
Tel: 24 74792

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items have been identified.</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 - 21 JULY 2016</p> <p>To confirm as a correct record, the minutes of the meeting held on 21 July 2016.</p>	1 - 6
7			<p>CO -OPTED MEMBERSHIP OF THE SCRUTINY BOARD (CHILDREN'S SERVICES)</p> <p>To receive and consider the report of the Head of Scrutiny regarding the appointment of co-opted members.</p>	7 - 10
8			<p>INCREASING THE NUMBER OF YOUNG PEOPLE IN EMPLOYMENT EDUCATION OR TRAINING</p> <p>To receive and consider the report of the Head of Scrutiny and the Director of Children's Services regarding increasing the Number of Young People in Employment Education or Training</p>	11 - 38

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>DRAFT TERMS OF REFERENCE - INQUIRY INTO CHILDREN'S CENTRES</p> <p>To receive the report of the Head of Scrutiny which outlines the draft terms of reference for the Scrutiny Inquiry into Children's Centres.</p>	39 - 44
10			<p>CHILDREN'S SERVICES 2016/17 BUDGET</p> <p>To receive the report of the Deputy Chief Executive and Director of Children's Services regarding the Children's Services 2016/17 budget.</p>	45 - 54
11			<p>WORK SCHEDULE</p> <p>To receive a report from the Head of Scrutiny outlining the Board's work schedule for the 2016/17 municipal year.</p>	55 - 90
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 10 October 2016 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 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'S SERVICES)

THURSDAY, 21ST JULY, 2016

PRESENT: Councillor S Bentley in the Chair

Councillors B Anderson, N Dawson,
C Dobson, J Elliott, S Field, B Flynn,
C Gruen, M Iqbal and K Renshaw

CO-OPTED MEMBERS (VOTING)

Mr E A Britten – Church Representative (Catholic)
Mr A Graham – Church Representative (Church of England)
Mrs J Ward – Parent Governor Representative (Secondary)
Ms J Hazelgrave – Parent Governor Representative (SEN)

CO-OPTED MEMBERS (NON-VOTING)

Ms C Foote – Teacher Representative
Ms C Bewsher – Looked After Children and Care Leavers

12 Late Items

There were no late items.

13 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

14 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors A Lamb, P Latty and Co-opted Member, Ms K Jan. Notification had been received that Councillor B Flynn was to substitute for Councillor A Lamb and Councillor B Anderson for Councillor P Latty.

15 Minutes - 16 June 2016

RESOLVED – That the minutes of the meeting held on 16 June 2016 be approved as a correct record.

16 Children's Centres

The Head of Scrutiny submitted a report which presented an overview of Children's Centres in Leeds.

The following were in attendance:

- Councillor Lisa Mulherin, Executive Member of Children and Families
- Nigel Richardson, Director of Children's Services
- Andrea Richardson, Head of Service, Learning for Life.

Draft minutes to be approved at the meeting
to be held on Thursday, 15th September, 2016

The key areas of discussion were:

- An overview of children's centres in Leeds, particularly support for vulnerable families and development of an integrated approach through joint working with health partners.
- Concern from some parents, carers and clusters about the future sustainability of children's centres. The Executive Member of Children and Families undertook to write a letter to all children's centres to provide an update on the current position and highlight the positive impact that they had. It was requested that this letter reflected the support of the Scrutiny Board.
- An update on funding arrangements, particularly Clinical Commissioning Group (CCG) funding, which had been used to support early intervention programmes across Leeds.
- The need to review fees and charges of some services provided by children's centres.
- The complexities associated with children's centres attached to academies (26 in total) and clarification sought regarding the current legal position.
- An update on efficiencies across children's centres and changes to management structures.
- Development of intervention practices in relation to vulnerable and hard to reach families.
- Acknowledgement of the different approaches used by children's centres in responding to the needs of local communities.

RESOLVED –

- (a) That the Executive Member (Children and Families) writes to all children's centres providing an update on the current position and highlighting the positive impact that they had.
- (b) That the Board undertakes a Scrutiny Inquiry into Children's Centres
- (c) That the Chair and Principal Scrutiny Adviser consults with the relevant Director and Executive Board Members regarding terms of reference and reports back to the next Board meeting with draft terms of reference for agreement.
- (d) That the Board notes that the terms of reference may incorporate additional information during the inquiry should the Board identify any further scope for inquiry or request further witnesses or evidence.

(Councillor M Iqbal joined the meeting at 10.00am during the consideration of this item.)

17 Ofsted - Areas for Improvement

The Director of Children's Services submitted a report which provided an update on progress against the areas for improvement identified by Ofsted.

The following were in attendance:

- Councillor Lisa Mulherin, Executive Member of Children and Families
- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director of Safeguarding Specialist and Targeted Services
- Jancis Andrew, Virtual Headteacher, Looked After Children.

The following updates were provided:

- Leeds was the only core city to be rated 'good' overall.
- Considerable work had been undertaken in driving forward improvements, particularly in relation to care planning.
- There had been investment in IT infrastructure framework-i which had resulted in improvements to reporting of information and data.
- Less than 5% of social workers were now employed by agencies, previously 21%. In addition, 84% of staff had more than 2 years post-qualification experience.
- Improved attendance by agencies at child protection meetings.
- An update on investment in therapeutic services and joint working with health partners.
- Greater resources in relation to missing children and improvements to reporting arrangements.
- An update on looked after children and pupil premium.

The key areas of discussion were:

- Clarification sought regarding Child Adolescent Mental Health Services (CAMHS) provision across academies. The Directorate undertook to provide the Board with a response regarding current provision. The Board was advised about early intervention measures and development of the Leeds and West Yorkshire Transformation Plan to address issues.
- The positive impact of clusters, particularly in terms of improving outcomes. Board members expressed concern regarding the future funding model for clusters.
- Changes to Ofsted assessment criteria.
- Learning outcomes for looked after children and personal education plans.
- A request that the next update reflected outcomes and impact.
- Support for schools to develop range of training provision.

RESOLVED –

- (a) That the Board notes the progress made on the Ofsted areas for improvement.
- (b) That the Directorate provides a response regarding access to CAMHS and TAMHS provision by academies.

18 The Implications of Academies for the Leeds Children's Services and Education in General

The Director of Children's Services submitted a report which presented information on academies, the role of the local authority, the financial implications of academisation and the number of academies within Leeds.

The following information was appended to the report:

- Overview of academy conversions (as at 21 June 2016)
- Education Services Grant – General and Retained Statutory Duties
- Summary of the Department of Education White Paper 'Educational Excellence Everywhere'.

The following were in attendance:

- Councillor Lisa Mulherin, Executive Member of Children and Families
- Nigel Richardson, Director of Children's Services
- Andrew Eastwood, Head of Service, Learning Improvement.

The key areas of discussion were:

- The aim to maintain a coherent learning community.
- Concern about the formula used for the allocation of pupil premium funding. The Board was advised that a statement from the new secretary of state for education was anticipated to address issues in relation to funding and the role of local authorities.
- An update on publication of a Government White Paper which set out a review of the core functions of local authorities in relation to academisation.
- The role of multi-academy trusts in addressing standards of attainment.
- The different approaches to leadership and decision-making across schools and academies.
- An update on developments at Springwell Academy.

RESOLVED – That the Board notes the contents of the report and appendices.

(Mr A Graham left the meeting at 12.05pm and Councillor B Flynn at 12.30pm during the consideration of this item.)

19 Work Schedule

The Head of Scrutiny submitted a report which invited Members to consider the Board's work schedule for the 2016/17 municipal year.

RESOLVED –

- (a) That the Board's work schedule be approved

(b) That the Principal Scrutiny Adviser provides clarification regarding the Board's recommendations in relation to universal youth activity to the Chief Officer for the area support teams and obtains clarification regarding the treatment of the wellbeing and youth activity funding budgets.

20 Date and Time of Next Meeting

Thursday, 15 September 2016 at 9.45am (pre-meeting for all Board Members at 9.15am)

(The meeting concluded at 12.40pm)

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Report author: Sandra Pentelow
Tel: 2474792

Report of Head of Scrutiny

Report to Scrutiny Board (Children's Services)

Date: 15 September 2016

Subject: Co-opted Members

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

Summary of main issues

1. This report provides guidance to the Scrutiny Board (Children's Services) regarding the appointment of co-opted members. There are also some legislative arrangements in place for the appointment of specific co-opted members set out in Article 6 of the Council's Constitution.

Recommendation

2. The Scrutiny Board is asked to:
 - i) consider voluntary sector nomination and appoint Claire Hopkins as co-opted member, Young Lives Leeds to the Scrutiny Board for the remainder of this municipal year.
 - ii) note the election of Louise Nichols as Parent Governor Representative (Primary) for a term of 4 years.

1 Purpose of this report

- 1.1 The purpose of this report is to seek the Scrutiny Board's formal consideration for the appointment of a voluntary sector representative (Young Lives Leeds) and advise the Board of the election of the Parent Governor Representative (Primary).

2 Main Issues

- 2.1 For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. It is widely recognised that in some circumstances, co-opted members can significantly aid the work of Scrutiny Boards. This is currently reflected in Article 6 (Scrutiny Boards) of the Council's Constitution, which outlines the options available to Scrutiny Boards in relation to appointing co-opted members.
- 2.2 In general terms, at this moment in time Scrutiny Boards can appoint:
- Up to five non-voting co-opted members for a term of office that does not go beyond the next Annual Meeting of Council ; and/or,
 - Up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.
- 2.3 The Scrutiny Board appointed to the majority of non – voting positions in at its meeting 16 June 2016. As a voluntary sector nomination had not been received this position remained vacant. A nomination, Claire Hopkins has recently been received.
- 2.4 The Local Government Act 2000 states that the relevant Scrutiny Board dealing with education matters shall include in its membership the following voting representatives in accordance with statutory requirements:
- One Church of England diocese representative¹
 - One Roman Catholic diocese representative¹
 - Parent governor representatives²

The Parent Governor representative (primary) position was vacant in June 2016 but has recently been filled by Louise Nichols, Parent Governor by process of election.

3.0 Corporate Considerations

3.1 Consultation and Engagement

- 3.1.1 The guidance surrounding co-opted members was previously discussed by the Scrutiny Chairs when it was agreed that individual Scrutiny Boards would consider the appointment of co-optees on an individual basis.

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

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

3.2 Equality and Diversity / Cohesion and Integration.

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

3.3 Council Policies and Best Council Plan

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

3.4 Resources and Value for Money

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

3.5 Legal Implications, Access to Information and Call In

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

3.6 Risk Management

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

4.0 Recommendations

4.1 The Scrutiny Board is asked to:

- i) consider voluntary sector nomination and appoint Claire Hopkins as co-opted member, Young Lives Leeds to the Scrutiny Board for the remainder of this municipal year.
- ii) note the election of Louise Nichols as Parent Governor Representative (Primary) for a term of 4 years.

5.0 Background documents³

- None

³ 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

Report to Scrutiny Board (Children’s Services)

Date: 15 September 2016

Subject: Increasing the Number of Young People in Employment Education or Training

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

Summary of main issues

1. This report explains the information to be presented to the Scrutiny Board (Children’s Services). Following the previous Scrutiny review into Increasing the Number of Young People in Employment Education or Training published on the 14th of March 2013 information is presented which provides progress information in accordance with the outstanding recommendations made.

2. The Scrutiny recommendation tracking system allows the Scrutiny Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

Recommendations

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

1 Background information

- 1.1 Following agreement of the Scrutiny Boards inquiry report, on the 14th of March 2013, the Board received the Director of Childrens Services response to the recommendations made at the July 2013 meeting followed by the first comprehensive update on progress in October 2013 and further reports in September 2014 and September 2015. At the last review the Scrutiny Board were satisfied that recommendations 6, 7 10 and 11 only required further review. The information contained in the report of the Director of Children's Services represents progress made since September 2015.
- 1.2 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

2 Main issues

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

3. Corporate Considerations - Consultation and Engagement, Equality and Diversity/Cohesion and Integration, Resources and Value for Money

- 3.1 Details of any consultation, impact on equality areas and significant resource and financial implication linked to the Scrutiny recommendations will be referenced in the report of the Director of Childrens Services appended to this report.

4 Recommendations

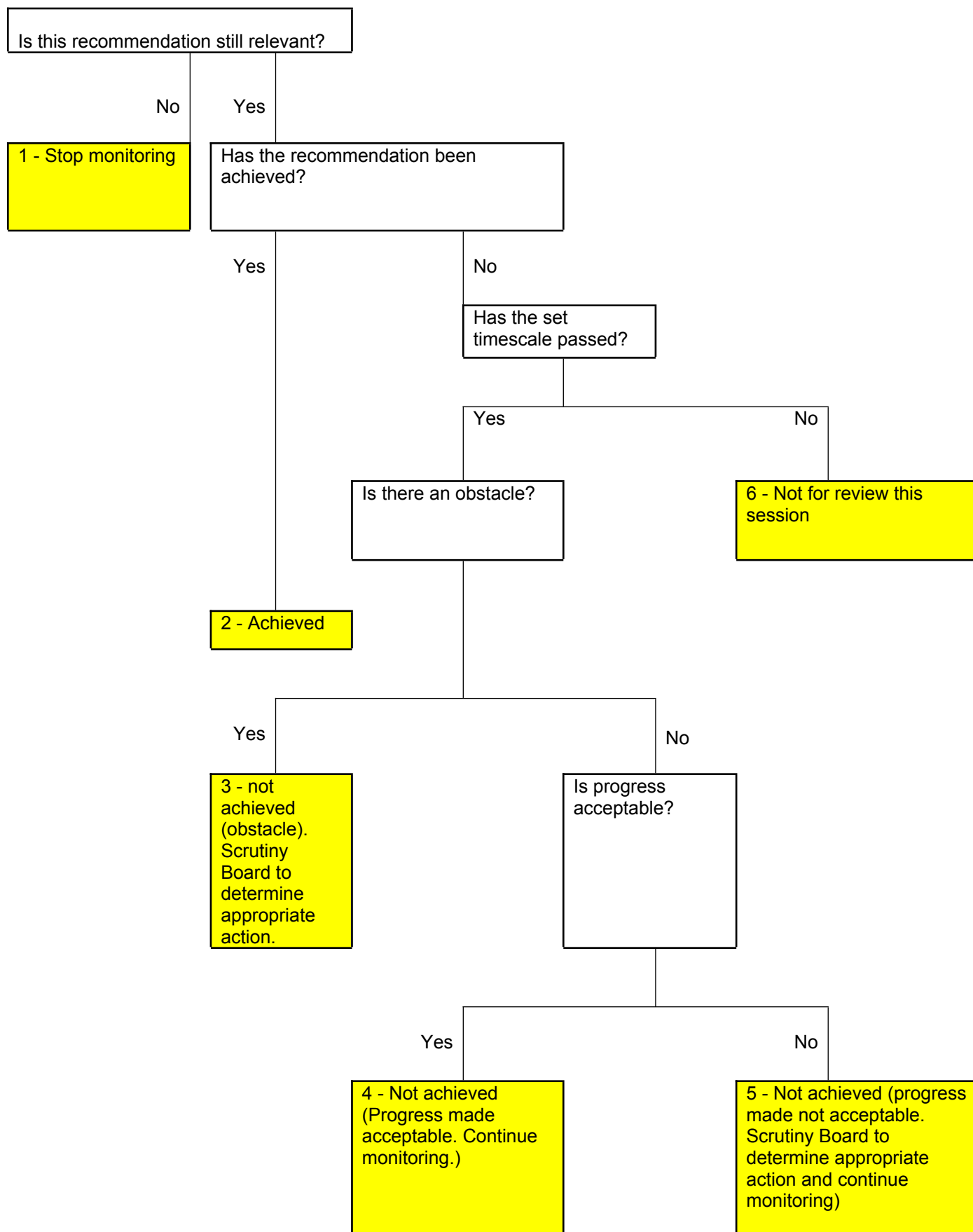
- 4.1 Members are asked to:
- Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.
 - Note the recommendations where satisfactory progress is being made.
 - Consider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

5 Background documents¹

- 5.1 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.

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



Review of Increasing the Number of Young People in Education, Employment or Training (September 2016)

Categories

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

Recommendation for monitoring	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 1</p> <p><i>That the Director of Children’s Services incorporates destination measure information for Leeds as part of the performance monitoring information. This information to be provided to the Scrutiny Board on an annual basis.</i></p>	<p><i>Stop Monitoring September 2015</i></p>	<p>✓</p>
<p>Recommendation 2</p> <p><i>That the Director of Children’s Services defines and implements a clear cross sector city wide strategy for tracking the destinations of young people and engaging with those who fall into the ‘Not Known’ category to ensure that appropriate support can be provided.</i></p>	<p><i>Completed September 2015</i></p>	<p>✓</p>
<p>Recommendation 3</p> <p><i>That the Director of Children’s Services provides a report to explain how Youth Contract Funding has been utilised and the direct impact this funding has had on creating EET opportunities for young people.</i></p>	<p><i>Completed September 2014</i></p>	<p>✓</p>

<p>Recommendation 4</p> <p><i>That the Director of Children's Services works in partnership with the Clusters to ensure that area based NEET data is analysed to identify those that are at risk of being NEET and sustained NEET to facilitate efficient targeting of resources.</i></p>	<p><i>Completed September 2014</i></p>	<p>✓</p>
<p>Recommendation 5</p> <p><i>That the Director of Children's Services undertakes a review of the IAG support provided by Schools since September 2012 and reports the outcomes to the Scrutiny Board (Children's Services).</i></p>	<p><i>Completed September 2015</i></p>	<p>✓</p>
<p>Recommendation 6</p> <p>That the Director of Children's Services works with Clusters across the City to share good practice and establish programmes in primary schools which reduce the risk of NEET, such as the concept of 'World of work Wednesdays'. Such programmes should also be adapted to suit the needs of young people in secondary education.</p>	<p>Director of Children's Services paragraphs 3.4.1 – 3.4.3 (with verbal update)</p>	<p>2</p>
<p>Recommendation 7</p> <p>That the Director of Children's Services investigates with secondary schools and employers how the curriculum/education system in Leeds can be enhanced in order to better prepare and equip young people with the skills they need for the work opportunities that are here today and will exist in the future.</p>	<p>Director of Children's Services paragraphs 3.4.4 – 3.4.9</p>	<p>2</p>
<p>Recommendation 8</p> <p><i>That the Director of Children's Services investigates how opportunities can be brokered between all schools and businesses to provide opportunities for young people to meet inspirational role models, raise awareness about career prospects and raise aspirations.</i></p>	<p><i>Completed September 2015</i></p>	<p>✓</p>

<p>Recommendation 9</p> <p><i>That the Director of Children's Services reports back to the Scrutiny Board in October 2013 on the success of the Learning for Parents pilot and the future provision of this support across the city.</i></p>	<p><i>Stop Monitoring September 2015</i></p>	<p>✓</p>
<p>Recommendation 10</p> <p>That the Director of Children's Services investigates how support can be expanded to raise the aspirations of parents and equip them with the skills to support their children to achieve from foundation years onwards.</p>	<p>Director of Children's Services paragraphs 3.4.10 – 3.4.12</p>	<p>2</p>
<p>Recommendation 11</p> <p>That the Director of Children's Services investigates how improvements can be made to ensure parents/carers are equipped with sufficient information to help their young people to make the right education, employment or training choices.</p>	<p>Director of Children's Services paragraphs 3.4.13 – 3.4.19</p>	<p>2</p>
<p>Recommendation 12</p> <p><i>That the Director of Children's Services works in partnership with other Council departments, schools, voluntary organisations, businesses and partners to determine a model and strategy which will mobilise the city to reduce the number of young people who are NEET or at risk of becoming NEET.</i></p>	<p><i>Completed September 2015</i></p>	<p>✓</p>
<p>Recommendation 13</p> <p><i>That the Director of Children's Services facilitates the provision of data and information for organisations to rapidly identify those whose NEET status is 'not known' or those who are at risk of becoming NEET in order to secure appropriate education employment or training destinations for young people.</i></p>	<p><i>Completed September 2014</i></p>	<p>✓</p>

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Report of Director of Children’s Services

Report to Scrutiny Board (Children and Families)

Date: 15 September 2016

Subject: An update on progress in relation to increasing the Number of Young People in Employment, Education or Training



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

Summary of main issues

1. The Children and Families Scrutiny Board conducted an investigation into the support available in Leeds to reduce the risk of young people not accessing appropriate employment, education or training, also referred to as NEET.
2. The Board conducted its inquiry over three sessions involving a range of key stakeholders and two visits to speak to young people undertaking courses provided by Aspire-igen and Leeds City College.
3. The resulting Scrutiny Inquiry Report was produced in March 2013 including 13 recommendations to be actioned and a subsequent response from Children’s Services in July 2013. The recommendations included a request for an update on progress in October 2013, September 2014, September 2015 and a further update in September 2016.

Recommendations

The Board is asked to note and comment on the progress made to reduce the risk of young people not accessing appropriate employment, education or training.

1 Purpose of this report

- 1.1 This report provides an update on a number of key areas of activity to meet the monitoring requirements of the Scrutiny Board following its inquiry on the support to young people identified as Not in Employment Education or Training (NEET) or at risk of becoming NEET.

2 Background information

- 2.1 The Scrutiny Board examined work on each of the three Children and Young People's Plan (CYPP) obsessions. The third of these related to reducing the number of young people not in employment, education or Training (NEET). The focus of the inquiry was on the support available in Leeds to reduce the risk of young people aged 16 to 19 years old becoming NEET and help them access appropriate employment, education or training.
- 2.2 During the course of the three sessions the inquiry received written and verbal evidence from a range of key stakeholders involved in supporting young people including council services, schools, FE colleges and the contractor for the targeted Information, Advice and Guidance (IAG) service, Aspire-igen. This was supported by two visits to speak to young people undertaking courses provided by Aspire-igen and Leeds City College.
- 2.3 The resulting Scrutiny Inquiry Report in March 2013 included 13 recommendations for action and a response was provided from Children's Services in July 2013. The Board has monitored implementation of the recommendations through progress reports on a number of key areas of activity at its meetings in October 2013, September 2014, September 2015 and now in September 2016.
- 2.4 At the Scrutiny Board meeting in September 2015, it was agreed that the actions arising from recommendations 2, 5, 8 and 12 had been completed, and recommendations 1 and 9 would no longer be monitored through the board. This report provides an update on the remaining recommendations 6, 7, 10 and 11.

3 Key Issues

3.1 NEET & Not Known Performance Update

- 3.1.1 The data tables in Appendix 1 demonstrate that we have started to turn the curve on performance to NEET reduction / increasing progression to education, employment and training and reducing Not Knowns.
- 3.1.2 There are around 250 less young people NEET in June 2016 compared to June 2015 (6.1% of the 16-19 cohort). Whilst this is not a dramatic decrease, this is still a significant achievement considering that the number of young people with a not known status has reduced by 1,725 over the last four years (see Table 3 of Appendix 1). Currently, there is 1.9% of the 16-19 cohort whose status is not known, the lowest level recorded in Leeds. We can now be more confident in the accuracy of our NEET data than in earlier reporting periods and more appropriately direct resources across the city to effectively support young people into education or employment.

- 3.1.3 The DfE use data from the reporting period between November and January each year as their key measure of local authority performance and this data is shown in Table 1, along with comparisons against Core Cities and Statistical Neighbours in Table 2. It should be noted that of the young people who are included in the NEET figures at any particular time, around 300-400 will not be available to the labour market due to medical reasons, or because they are caring for young children or have other caring responsibilities. In addition 50-60 young people who already have a date agreed to start work or further training will remain recorded as NEET for a short while longer. At the current time around 935 of the NEET group are those young people who are actively seeking education, employment or training. These groups are shown in Table 10 of Appendix 1.
- 3.1.4 Table 8 of Appendix 1 details the number of young people in the cohort across the clusters who have been NEET for over 3 months and over 6 months at June 2016. Table 9 shows the change in NEET and Not Known levels by cluster over the last 12 months. There have been significant reductions for some clusters across both measures. A reduction in Not Knowns usually results in an increase, therefore a reduction in both is very positive.
- 3.1.5 In Leeds we are reducing the length of time young people are NEET. The Year 14 cohort have the greatest prevalence of sustained periods of NEET, with around four out of every five NEET young person in that age group being NEET for more than three months, and around two-thirds having been NEET for more than six months. Long-term NEET rates are much lower for young people in Year 12, with around two-thirds of this group being NEET for less than six months. The majority of the NEET group in Leeds are 18 year olds, with two thirds of them being NEET for more than six months.
- 3.1.6 Children Looked After (CLA) and Care Leavers (CLs) are over-represented in the NEET cohort. They are defined and measured differently across age groups by different government departments. Social care report that around 40% of 16-21 year old CLA or CLs are NEET at any one time. Data for the 16-19 age range, indicates that 36.2% are NEET (see Table 5 of Appendix 1). The Care 2 Work Group, working with the Social Care Teams, has completed a cohort analysis to understand the main barriers experienced by these young people. This has informed the Care 2 Work initiative and new arrangements being developed with the Employment and Skills service to strengthen and better connect the target group with prioritised access to employment support programmes and Council apprenticeships and the graduate employment scheme.
- 3.1.7 The DfE have now produced the second year of statistics for the Key Stage 4 and Key Stage 5 Destination Measure, which now enables us to start to analyse trends. Leeds is below par nationally in relation to the number of 16 and 17 year olds participating (90% in Leeds, compared to 92% nationally). However, this has increased over the two year period by 2 percentage points (from 88%) compared to 1 percentage point nationally (see Key Stage 4 Destination Measure, Table 6 of Appendix 1). This positive picture is important as we measure how well young people in Leeds are meeting their Raising the Participation Age duty. On this measure, comparison against national figures is more reliable, as this measure is not distorted by large numbers of not known records (as is the case when looking at NEET performance).

3.1.8 Key Stage 5 destination data (see Table 7 of Appendix 1) is more positive, with 77% of the Leeds cohort sustaining their destination compared to a national average of 73%. This is a 4 percentage point increase, when nationally only a 2 percentage point increase was seen over the same period.

3.2 Reporting NEET data from September 2016 onwards

3.2.1 The DfE has applied a NEET adjustment formula to Local Authority (LA) NEET statistics since 2003. The NEET adjustment formula uplifts each LA's NEET rate by factoring in a small percentage of their not knowns. However, comparison between official national data and LA data has shown the current uplift factor to be insufficient to account for the disparity between official NEET rates and those reported in LA data. The DfE has therefore decided to drop the NEET adjustment formula altogether.

3.2.2 The DfE plans to introduce a new headline performance measure which combines each LA's NEET rate with their not known rate. This will provide local stakeholders with a much more accurate measure of who the young people are who are in need of support: both those who are NEET and those whose status is not known. NEET rates alone will no longer suggest high performance when in reality there may be a significant number of young people NEET whose activity is not known. The new measure will provide greater transparency and recognition where LAs have efficient tracking processes and low rates of not knowns, but whose NEET rate appears to be above average. The new measure will indicate how well an LA is performing at both tracking young people and supporting the proportion who are NEET.

3.2.3 In addition the DfE has reduced the amount of information LAs must collect and record in their Client Caseload Information Systems (CCIS) and submit to the DfE in monthly extracts. The CCIS is a local database, known as Insight in Leeds, which holds tracking information in relation to the learning and employment status of young people and enables information returns to the DfE.

3.2.4 Prior to September 2016, NEET was measured across the Year 12 to Year 14 age group. From September 2016, the DfE will require LAs to track young people up to the end of the academic year in which they turn 18 (i.e., Year 13). This recognises the disproportionate level of activity required to track the whole 18-year-old cohort in order to identify a small proportion that required support. Unlike 16 and 17 year-olds, 18 year-olds are not under a legal obligation to participate in education or training. They are under no obligation to make themselves known to their LA or engage with them. 18 year-olds are more mobile and tracking them to ascertain their whereabouts and activity is more difficult as a result – particularly in areas where movement across LA boundaries is commonplace. Young people aged 18 are eligible for support from Jobcentre Plus. The DfE believes that this change represents an opportunity for local authorities to focus resources on ensuring that all 16 and 17 year-olds fulfil their legal duty to participate until their 18th birthday, and to continue or improve support for those 18 year-olds who need it and are not already receiving support from elsewhere.

3.2.5 The change to the age range does not mean that local authorities can stop supporting 18 year-olds who are NEET to re-engage. The change in tracking

policy simply extends a local authority's discretion as to how it identifies those 18 year-olds who need support.

- 3.2.6 The law around local authorities' duties for supporting young people has not changed. Section 68 of the Education and Skills Act 2008 still requires local authorities to 'make available to young persons and relevant young adults for whom it is responsible such services as it considers appropriate to encourage, enable or assist the effective participation of those persons in education or training.' The Act defines young people as those below the age of 20.
- 3.2.7 The DfE has confirmed that LA NEET statistics and the annual LA NEET scorecard will only cover academic age 16 and 17 year-olds. It will not be possible to compare data after September 2016 with earlier reporting periods due to the changes to the monitored age range and the removal of the adjustment factor. It is anticipated that Leeds will compare favourably against national comparators when the new measure is introduced given that 55% of the local NEET cohort fall within year 14 and will be removed alongside an existing low Not Known rate.

3.3 Changes to the way young people in Leeds access targeted IAG.

- 3.3.1 The Education Act 2011 requires that individual schools, academies and colleges provide access to independent and impartial careers education and IAG for pupils in Years 8 to 13. The local authority has a statutory to provide access to IAG services to young people who are currently NEET, known as targeted IAG services.
- 3.3.2 Until recently the Council has discharged this duty through contracted activity delivered by Aspire-igen. This contract expired at the end of July 2016 and the service is now being delivered in house. A small number of staff have transferred under TUPE regulations and will deliver the service initially from the Jobshop in the Great George Street One Stop Centre. This service will be rolled out to key Community Hubs over the next few months as additional staff are identified and trained where required.

3.4 Scrutiny Board Inquiry Recommendations

- 3.4.1 **Recommendation 6:** *That the Director of Children's Services works with Clusters across the City to share good practice and establish programmes in primary schools which reduce the risk of NEET, such as the concept of 'World of work Wednesdays'. Such programmes should also be adapted to suit the needs of young people in secondary education.*
- 3.4.2 In 2012 the DfE removed the statutory duty to deliver work-related learning pre-16. That said, there are numerous organisations locally and nationally which continue to devise bespoke programmes for primary and secondary school aged students to support them for the world of work, and which the Council has helped to introduce/connect into local schools. These include programmes such as the EEF's Primary Engineer, Code Clubs (which is being promoted to employers through the city's Digital Skills Action Plan), and work of brokerage organisations

such as the Ahead Partnership who work with lead secondary and 'feeder' primary schools on business and enterprise activities.

- 3.4.3 Good practice exists and is reflected in reduction across both NEET and Not Knowns across a number of clusters. Work will take place to capture this activity through Area Leadership Teams and Community Committees across the city to enable learning and sharing of best practice. The work taking place with secondary schools under the More Jobs, Better Jobs Breakthrough Project (see 3.4.4) also offers the opportunity for the Council to better understand the interactions between secondary and primary schools in areas such as business and enterprise education, and to gather evidence on the impact of initiatives within primary education to reduce the risk of NEET and better prepare for transition to secondary.
- 3.4.4 **Recommendation 7:** *That the Director of Children's Services investigates with secondary schools and employers how the curriculum/education system in Leeds can be enhanced in order to better prepare and equip young people with the skills they need for the work opportunities that are here today and will exist in the future.*
- 3.4.5 Work to address this recommendation has been prioritised under the More Jobs, Better Jobs Breakthrough Project focused on 2 key actions:
- Strengthening business support in schools through work with business leaders and learning institutions to develop and broker programmes to strengthen business engagement in schools;
 - Working with learning institutions, business leaders (including the LEP and its Enterprise Adviser programme), the third sector, and the national Careers and Enterprise Company to strengthen independent careers education, information, advice and guidance (CEIAG) in schools.
- 3.4.6 At its meeting in July 2016, the More Jobs Better Jobs Member Steering Group supported the proposed new brokerage service to deliver the above objectives by drawing on the experience of the Education Business Partnership and the Apprenticeships Hub. The new service aligned with that provided by the National Careers Service, the Careers and Enterprise Company, and the LEP's Enterprise Adviser Programme, will work with schools to support them in reviewing their business engagement and CEIAG provision, identifying strengths and gaps and signposting to the wide range of existing providers and employers that can meet these needs. Schools will be assigned a named account manager which will offer continuity of approach and the development of a trusted relationship. Follow up visits to schools to check on progress and impact will be carried out.
- 3.4.7 The above will also be supported by the development of a virtual platform where teachers / IAG leads can comment on and discuss the range and quality of provision to promote learning, continuous improvement and best practice.
- 3.4.8 For those schools unable to commit to the above, additional provision will be accessible through the 'INPartners' brokerage scheme which will advertise school and partner requests for volunteers to employers to enable employability skills development and CEIAG activities for students run by schools themselves. Designed to break down cultural barriers between education and the business

world and to broker links between schools and businesses, the Leeds Enterprise Exchange programme will be held twice a year providing a free networking event for employers and teachers based around a topical theme linked to young people's transition from education into employment.

- 3.4.9 The review and refresh of the Leeds Pathways site is underway with new up-to-date local labour market information and changes that will make it easier to navigate and appeal to young people. Further work will be undertaken with teaching and IAG staff to ascertain how they can more effectively interact with the website to inform delivery.
- 3.4.10 **Recommendation 10** *That the Director of Children's Services investigates how support can be expanded to raise the aspirations of parents and equip them with the skills to support their children to achieve from foundation years onwards.*
- 3.4.11 Of the 25,304 families registered with our Childrens Centres, 13,581 are in target groups, including lone parents, teenage parents, families with low income and non-working parents. This work includes courses around health lifestyles, child development, first aid courses, parenting courses and a range of adult education courses. 8,096 people attended these groups in the last three months.
- 3.4.12 The Council's Adult Learning Programme delivered 58 targeted family courses in the 2015/16 academic year. Courses delivered in primary schools and children's centres engaged 343 parents or carers of children to improve their skills including English, Maths and ESOL for those where English is not their primary language. Activities also enable parents / carers to be more active in the support of their children's learning and development.
- 3.4.13 **Recommendation 11:** *That the Director of Children's Services investigates how improvements can be made to ensure parents/carers are equipped with sufficient information to help their young people to make the right education, employment or training choices.*
- 3.4.14 The statutory guidance 'Careers guidance and inspiration in schools' and the new Ofsted Common Inspection Framework, states that schools, academies and colleges have a responsibility to consider, as part of their CEIAG strategy, how parents and carers are kept informed of learning and employment options for their young people. Parents and carers have a significant influence on the decisions their young people make, therefore the Council has also implemented several initiatives / products to help parents feel adequately prepared and informed.
- 3.4.15 The review of the Leeds Pathways site with new information relating to the local labour market and an easier to navigate interface will provide parents/carers with an improved resource for accessing information to help their young people make the right education, employment or training choices. Direct mailings to parents of young people in years 9, 10, 11, 12 and 13 have been undertaken to provide information on learning and employment options for young people and services where they can access further support both locally and nationally.
- 3.4.16 The Virtual School and colleagues from Children's Services have increased the knowledge of our Foster Carers and the 13+ Social Care Teams through training

sessions on Leeds Pathways and the Youth Information Hub, post-16 learning, benefits, bursaries and support groups available. All of which have increased their knowledge and ability to support our looked after children and care leavers to make decisions about what next steps are best for them.

- 3.4.17 The Employment and Skills service attend a number of parents evenings hosted by schools and academies to provide information on the wide range of apprenticeships available with businesses in Leeds across all sectors of the economy. Marketing materials, direct mailings and campaigns to support increased access to apprenticeships are designed to target and inform parents and carers as well as young people. This was reflected in the high attendance of parents at the Leeds Apprenticeship Fair in March 2016 with a total of over 5,000 visitors. Parents /carers and young people were better informed and therefore able to make best use of their time with employers and training providers.
- 3.4.18 Annually, Leeds Pathways participates in the Good Luck Results campaign, providing both Revision and Results/Clearing information at appropriate times. For a second year we will host a clearing event on 1 September at the Leeds Civic Hall to support 16-18 year olds who do not have a start in learning or employment with training for September. Training providers, colleges and other providers will host stands offering advice, information and live courses for young people to enrol onto. The Apprenticeship Hub will be supporting young people and their parents/carers to search and apply for live vacancies with employers.
- 3.4.19 The Careers Network, led by Children's Services, has run for another year and has been well attended with 90% of Leeds secondary schools and colleges attending. Evaluation of the network has been rated by attendees as predominantly excellent. Sponsorship from Aspire-igen has enabled the Network to run for another year. As part of this network, members have created materials to help parents / carers to support their children. These include an IAG timeline, informed by the Youth Council, showing when young people would like to receive IAG throughout years 8 to 13, and when the crucial times are for parents to support them making decision about their future options. The materials sign post parents/carers to facilities and support available through the city and nationally. Schools and providers are now implementing these as part of their CEIAG strategies.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The NEET Data Board has consulted with schools and colleges to make improvements to tracking and the September Guarantee processes.
- 4.1.2 Young People have, and will continue to play, a key role in the development of Leeds Pathways and the Youth Information Hub.
- 4.1.3 Children who are looked after and those who are care leavers have been involved extensively in the development and evaluation of the Care 2 Work Plan and the projects and initiatives which are being supported by the Leeds Guarantee funding.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 NEET rates vary significantly across the city with those areas with the highest rates having a strong correlation with the areas of greatest deprivation. Some young people are statistically more likely to be NEET such as those with learning difficulties and disabilities, care leavers, young offenders, poor school attenders, young parents and carers, homeless young people and those living away from their family. Data from January 2016 showed that 21% of the NEET cohort were young people from BAME communities which is proportionate to local general population at this age. However, the NEET rate for young people in care was 19.2% and care leavers was 36.2%, which is significantly higher than the percentage of the local 16-19 population who are in or have left care which is 1.4%
- 4.2.2 Preventative work is targeted to these high risk groups and tracking activity enables targeted support to re-engage young people to achieve a positive outcome and reduce the inequalities of opportunity that prevent young people from making a successful transition from school.

4.3 Council policies and City Priorities

- 4.3.1 The activity undertaken to respond to the recommendations contributes to the Best Council Plan outcomes for everyone to do well at all levels of learning and have the skills they need for life and everyone to earn enough to support themselves and their families. This work will contribute to the specific Best Council Plan 2016/17 priorities around improving educational achievement and closing achievement gaps; supporting economic growth and access to economic opportunities; supporting communities and raising aspirations; and providing skills programmes and employment support.
- 4.3.2 The More Jobs, Better Jobs Breakthrough project, in particular the 'life ready for learning' workstream provides the opportunity to build on existing good work and strengthen the connections between schools and business and young people's awareness and knowledge of labour market opportunities and skills pathways to achieve these.

4.4 Resources and value for money

- 4.4.1 There are no resource implications arising from this report.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 There are legal implications arising from the matters detailed in this report.

4.6 Risk Management

- 4.6.1 Under the revised in-house delivery model, the Council is now directly tracking and supporting young people. Tracking information will be collated and submitted to the DfE in line with the new definitions and local NEET and Not Known rates will be monitored, along with any associated risks.
- 4.6.2 The NEET Risk Register records potential risks and options for risk mitigation. It captures risks associated to current longstanding tracking and reporting systems

and those new processes being implemented to support in house delivery of TIAG services. The NEET Data Board will be the custodian of the Risk Register. Reports will be submitted to the Children's Services Leadership Team, highlighting risks and planned actions to mitigate or remedy these.

5 Conclusions

- 5.1 Leeds City Council has ambitious plans to promote sustainable economic growth and improve the wellbeing of local residents which includes helping all young people to successfully transition from learning to work. Failure to deliver on this priority would have serious consequences for the economic prosperity and social fabric of the city. There is clear evidence that we have started to turn the curve on increasing participation/reducing NEET, with the Not Known numbers remaining at a record low level of 1.9%; a significant reduction of 1,800 young people in the last 3 years.
- 5.2 A new operational delivery model is being put in place to support the most vulnerable through the Targeted Information, Advice and Guidance service alongside additional support to schools to meet their duties around CEIAG and build effective links with local businesses to better connect education with the world of work and enable young people to make informed choices.

6 Recommendations

- 6.1 The Board is asked to note and comment on the progress to reduce the risk of young people not accessing appropriate employment, education or training.

7 Background documents

- 7.1 None

NEET Scrutiny Report 2016

Appendix 1: Data tables

To benchmark national performance, the DfE use an average of data from November, December and January of each year. Table 1 shows the annual result for the last nine years.

The annual data for 2010 and earlier is based on the old definition of how young people were included in the cohort. Before April 2011 the measure of young people in education was based on the location of the educational institution rather than the residency of the young person. The age was those over statutory school age and under 19, so young people left the cohort on their 19th birthday. This data is not therefore comparable with annual NEET reporting for 2011 onwards.

Table 1: Annual Adjusted NEET performance, 2007 to 2015 (Nov-Jan average)

	Leeds	England	Statistical neighbours
2015	6.4%	4.2%	5.0%
2014	6.4%	4.7%	6.1%
2013	6.7%	5.3%	6.4%
2012	6.2%	5.8%	6.7%
2011	8.1%	6.1%	7.8%
2010	8.3%	6.0%	7.4%
2009	8.2%	6.4%	8.4%
2008	9.5%	6.7%	8.5%
2007	10.0%	6.7%	8.7%

Data source for LA level data: <https://www.gov.uk/government/publications/neet-data-by-local-authority-2012-16-to-18-year-olds-not-in-education-employment-or-training>

Data source for England data: Jan 2016 NCCIS download

Table 2: Adjusted NEET and Not Known Rates in the Core Cities and Statistical Neighbours 2015 (Nov 2015-Jan 2016 Average)

Core City	NEET	Not Knowns
Birmingham	5.2%	16.9%
Sheffield	5.2%	5.8%
Bristol	5.7%	9.9%
Newcastle	5.7%	4.7%
Nottingham	5.8%	2.7%
Manchester	6.0%	14.1%
Liverpool	6.3%	19.2%
Leeds	6.4%	3.6%

Statistical Neighbour	NEET	Not Knowns
Bury	3.7%	2.8%
North Tyneside	3.8%	3.3%
Calderdale	4.3%	4.2%
Derby City	4.8%	4.7%
Kirklees	4.8%	4.2%
Bolton	4.8%	9.2%
Sheffield	5.2%	5.8%
Newcastle	5.7%	4.7%
Leeds	6.4%	3.6%
Darlington	6.4%	1.3%
Stockton on Tees	6.6%	0.7%

Table 3: Leeds and England Not Known rate at June 2016 (current picture)

	Leeds (number)	England
June 2012	8.9% (2,153)	8.8%
June 2013	5.5% (1,284)	7.2%
June 2014	2.9% (687)	7.1%
June 2015	2.5% (565)	7.3%
June 2016	1.9% (428)	6.3%

The data in Table 4 shows how activity varies across each year group in the 16-19 cohort, and also breaks down the NEET group into those who are available for work or training and the smaller proportion of young people in this group who are not currently able to work or study.

Table 4: Breakdown of current activity (NEET / EET / Not Known sub-categories) by year group for June 2016.

	Yr 12	Yr 13	Yr 14	Yr 12-Yr 14 Total
Cohort total	7705	7488	7560	22753
EET Total	7410	6947	6585	20942
In education, post Year 11	6689	5647	4105	16441
School Sixth Form	2950	2836	331	6117
Sixth Form College	1179	732	99	2010
Further Education	2384	1957	1398	5739
Higher Education	2	6	2076	2084
Part time Education	8	17	26	51
Gap Year students	0	1	156	157
Full time education - Other	166	98	19	283
Independent Specialist Provider	0	0	0	0
Full time education – custodial institution (juvenile offender)	0	0	0	0
Employment	586	1143	2395	4124
Apprenticeship	509	789	991	2289
Employment combined with accredited training/part time study	28	142	725	895
Employment without training	28	138	461	627
Employment with non-accredited training	6	22	94	122
Temporary employment	1	4	5	10
Part Time Employment	14	44	96	154
Self Employment	0	4	23	27
Self Employment combined with part time study	0	0	0	0
Working not for reward combined with part time study	0	0	0	0
Training	135	157	85	377
EFA/SFA funded Work Based Learning	100	118	59	277
Other training (eg, private training organisations)	30	34	17	81
Training delivered through the Work Programme		2	6	8
Traineeships	5	3	3	11
Supported Internship	0	0	0	0
Re-engagement Provision	0	0	0	0
NEET Group	218	419	712	1349
Available to labour market	174	299	462	935
Working not for reward	0	1	9	10
Not yet ready for work or learning	6	6	4	16
Start date agreed (other)	1	4	5	10
Start date agreed (RPA compliant)	6	6	5	17
Seeking employment, education or training	161	282	439	882
Not available to labour market	44	120	250	414

	Yr 12	Yr 13	Yr 14	Yr 12-Yr 14 Total
Carer	0	3	17	20
Teenage parents	21	41	93	155
Illness	12	47	88	147
Pregnancy	10	24	36	70
Religious grounds	0	0	0	0
Unlikely to be economically active	0	1	0	1
Other reason	1	4	16	21
Other (not EET or NEET)	4	11	16	31
Custody (young adult offender)	4	11	16	31
Refugees/Asylum seekers	0	0	0	0
Current situation not known	73	111	247	431
Current situation not known	12	5	1	18
Cannot Be Contacted	56	65	152	273
Refused to disclose activity	1	5	3	9
Currency Expired - EET	4	35	89	128
Currency Expired - Other	0	1	2	3

Data source: June 2016 Insight Outreach submission to DfE

All EET statuses have an 'expiry date'. If the expiry date passes and no update is input on the system then the young person is classified as having an expired status. NEET statuses do not have an expiry date. The expiry periods are detailed below:

- Full time education - 12 months from last confirmation. Cannot be extended beyond the end of the course. For those in higher education this can be extended to two years.
- Employment with training (including apprenticeships) - 12 months from last confirmation. Can in certain circumstances be extended to two years for those 18 and over.
- Training - 6 months from last confirmation. Cannot be extended beyond the end of the course
- Temporary employment; part time learning; part time employment; gap year students - 4 weeks after date of review
- Custodial sentence/asylum seekers/refugees yet to be granted citizenship - 4 weeks after date of review

Table 5: Children Looked After and Care Leavers (16-19) NEET by Year Group (June 2016)

Showing the percentage of 16-19 children looked after (CLA) or care leavers (CL) who are NEET, compared to the percentage of the general 16-19 cohort who are NEET

Year Group	Age Range	Non-CLA/CL %NEET	Children Looked After %NEET	Care Leavers %NEET
12	16-17yrs	2.6% (200)	15.7% (11)	29.2% (7)
13	17-18yrs	5.3% (394)	16.7% (<5)	24.4% (22)
14	18-19yrs	9.0% (670)	-	38.5% (42)
All Year Groups	16-19 yrs	5.6% (1264)	19.2% (14)	36.2% (71)

Table 6: Key Stage 4 Destination Measure. Showing the percentage of Key Stage 4 cohort going to, or remaining in, an education or employment destination in the following academic year

	2011/12 KS4 cohort (activity in 2012/13)		2012/13 KS4 cohort (activity in 2013/14)	
	England (state-funded mainstream)	Leeds	England (state-funded mainstream)	Leeds
Number of students	551,580	7,920	561,110	7,720
Overall percentage going to a sustained education ¹ or employment / training destination	91%	88%	92%	90%
Sustained education destination	88%	85%	90%	88%
Further education college	34%	28%	34%	27%
Other FE provider	3%	5%	4%	4%
School sixth form	38%	43%	39%	45%
Sixth form college	12%	9%	13%	10%
Apprenticeships ²	5%	6%	5%	5%
Sustained employment and/or training destination	2%	2%	1%	1%
Employment with training	1%	1%	1%	-
Other employment	-	-	-	-
Other training	-	-	-	-
Not recorded in the measure				
Destination not sustained ³	6%	7%	5%	6%
Destination not sustained / Recorded NEET ⁴	3%	4%	2%	3%
Activity not captured in data ⁵	2%	1%	1%	1%

Data source: Destinations of key stage 4 pupils DfE SFRs

1 - Participation in a destination must be sustained for two terms - To be included in the measure, young people have to show sustained participation in an education or employment destination in all of the first two terms of the year after they completed Key Stage 4 or took A level or other level 3 qualifications (October 2011 to March 2012).

2 - Destination not sustained - This includes students where for the majority of the six month period, the student was in education or employment/training but did not have continuous participation from October to March. Some of these young people may also have been reported as NEET for fewer than three months.

3 - Destination not sustained/ recorded NEET - This includes students who were in education or employment/training but did not have continuous participation from October to March and had three or more months reported NEET. It also includes those with no education or employment participation but did have a record of being NEET.

4 - Activity not captured - These young people may have been attending an independent school missing from DfE data, a Scottish or Welsh college or school, have left the country, been in custody or their whereabouts not known.

5 - "-" means the percentage is less than 0.5% but greater than 0%, X means fewer than 5

Table 7: Key Stage 5 Destination Measure. Showing the percentage of students who entered an A Level or other Level 3 qualification going to, or remaining in, an education or employment destination in the following academic year

	2011/12 KS5 cohort (activity in 2012/13)		2012/13 KS5 cohort (activity in 2013/14)	
	England (state-funded schools and colleges)	Leeds	England (state-funded schools and colleges)	Leeds
Number of students	345,790	4,090	358,970	4,150
Overall percentage going to a sustained education or employment / training destination	71%	73%	73%	77%
Sustained education destination	63%	66%	65%	68%
Further education (FE) college	10%	7%	11%	7%
Other FE provider	3%	4%	3%	4%
School sixth form	2%	3%	2%	1%
Sixth form college	1%	1%	1%	2%
Apprenticeships	5%	6%	5%	6%
UK higher education institution (HEI)	48%	52%	48%	54%
Top third of HEIs	16%	14%	17%	17%
Of which: Oxford or Cambridge	1%	1%	1%	1%
Russell Group (including Ox/Cam)	11%	12%	11%	11%
All other HEIs	30%	36%	29%	35%
Other HE providers	2%	2%	2%	2%
Sustained employment and/or training destination	7%	7%	7%	8%
Employment with training	4%	3%	4%	3%
Other employment	3%	4%	4%	4%
Not recorded in the measure				
Destination not sustained	10%	7%	9%	7%
Destination not sustained / Recorded NEET	2%	2%	2%	2%
Activity not captured in data	17%	17%	15%	14%
Recorded as UCAS acceptance for deferred entry	2%	3%	2%	*

Data source: Destinations of key stage 5 pupils DfE SFRs

Footnotes as per Table 6.

‘*’ means the data has been suppressed for 0, 1 or 2 values applicable to deferred acceptance of HE offers only.

Table 8: Sustained NEET showing the total number of young people NEET in each cluster, how many of which have been NEET for 3 months – 6 months and then how many have been NEET for 6 months or longer as at June 2016

Cluster	Total unadjusted NEET	NEET 3 months +		NEET 6 months +	
		No.	Percentage	No.	Percentage
ACES	73	68	93.2	59	80.8
ARM	28	23	82.1	17	60.7
Aireborough	12	10	83.3	7	58.3
Ardley & Tingley	54	45	83.3	41	75.9
Beeston Cottingley and Middleton	94	80	85.1	71	75.5
Bramley	91	82	90.1	71	78.0
Brigshaw	23	21	91.3	19	82.6
C.H.E.S.S.	70	57	81.4	46	65.7
EPOS	19	16	84.2	13	68.4
ESNW	28	25	89.3	19	67.9
Farnley	38	37	97.4	27	71.1
Garforth	10	7	70.0	6	60.0
Horsforth	11	6	54.5	5	45.5
Inner East	171	144	84.2	120	70.2
Inner NW Hub	49	46	93.9	36	73.5
J.E.S.S	202	170	84.2	133	65.8
Morley	56	44	78.6	32	57.1
NEtWORKS	40	36	90.0	27	67.5
OPEN XS	32	28	87.5	22	68.8
Otley/Pool/Bramhope	15	15	100.0	15	100.0
Pudsey	36	32	88.9	25	69.4
Rothwell	26	22	84.6	15	57.7
Seacroft Manston	119	100	84.0	81	68.1
Templenewsam Halton	48	44	91.7	36	75.0
Total	1345	1158	86.1	943	70.1

Data source: NEET monthly dashboard, June 2016

Note: those young people who are NEET for 6 months or more are also included in the figure for those who have been NEET for 3 months or more.

Table 9 shows the change in NEET and not known levels by cluster over the last 12 months. NEET figures at cluster level are adjusted. This means that a certain proportion of EET young people whose status has expired are assumed to be NEET and another proportion are assumed to be EET. These proportions are added to the number of young people known to be NEET to give the adjusted NEET figure. For this reason, the sum of unadjusted cluster NEET figures will always be lower than the city-wide adjusted NEET total that is used by the DfE.

Please note that in September 2015 the former Alwoodley and N.E.X.T clusters merged to form the new ARM cluster; the values for June 2015 for this cluster (as shown in Table 9) have been calculated retrospectively (i.e. they were not published on the NEET Dashboard at the time).

The Adjusted NEET rates in June 2016 should be considered to be more accurate because the Not Known rates are now much lower than in 2015. This is because many young people in the Not Known cohort are actually NEET.

Table 9: NEET and Not Known by Cluster in June 2015 compared to June 2016

Cluster	NEET in June 2015		NEET in June 2016		Not Known in June 2015		Not Known in June 2016		NEET change	Not Known change
	No.	%	No.	%	No.	%	No.	%		
ACES	82	11.1	73	9.7	25	3.4	10	1.3	-9	-15
Aireborough	29	2.9	29	2.9	12	1.2	9	0.9	0	-3
Ardsley and Tingley	12	2.2	12	2.2	18	3.4	4	0.7	0	-14
ARM	58	3.3	54	3.0	20	1.1	3	0.2	-4	-17
Beeston, Cottingley and Middleton	110	9.5	95	8.5	24	2.1	11	1.0	-15	-13
Bramley	116	10.7	91	8.3	25	2.3	4	0.4	-25	-21
Brigshaw	36	4.5	23	3.2	20	2.6	6	0.8	-13	-14
C.H.E.S.S.	132	13.7	70	8.0	26	2.7	5	0.6	-62	-21
EPOSS	20	3.0	20	2.8	19	2.9	11	1.5	0	-8
ESNW	34	5.0	28	4.0	13	1.9	3	0.4	-6	-10
Farnley	51	9.7	38	8.4	7	1.3	4	0.9	-13	-3
Garforth	15	2.4	10	1.6	12	1.9	4	0.6	-5	-8
Horsforth	10	1.8	11	2.0	6	1.1	4	0.7	+1	-2
Inner East	215	13.5	172	11.1	35	2.2	12	0.8	-43	-23
Inner NW Hub	69	7.9	49	5.9	20	2.3	4	0.5	-20	-16

Cluster	NEET in June 2015		NEET in June 2016		Not Known in June 2015		Not Known in June 2016		NEET change	Not Known change
	No.	%	No.	%	No.	%	No.	%		
J.E.S.S.	170	12.3	137	10.5	39	2.9	13	1.0	-33	-26
Morley	49	4.0	56	4.7	30	2.5	7	0.6	+7	-23
NETWORKS	48	6.1	40	5.5	10	1.3	6	0.8	-8	-4
OPEN XS	39	10.3	32	8.7	17	4.6	9	2.4	-7	-8
Otley/Pool/Bramhope	19	3.1	15	2.3	9	1.5	5	0.8	-4	-4
Pudsey	70	4.9	37	2.7	29	2.0	11	0.8	-33	-18
Rothwell	40	4.6	27	3.2	19	2.2	8	0.9	-13	-11
Seacroft Manston	138	9.0	120	8.0	32	2.1	9	0.6	-18	-23
Templenewsam Halton	85	9.0	48	5.4	19	2.1	3	0.3	-37	-16

Data sources: NEET monthly dashboard, June 2015 and June 2016: ARM - Insight Outreach June 2015

Table 10 shows the number of young people in each EET and NEET sub-category, disaggregated by cluster. This data is from June 2016. Instances of fewer than 5 young people in a particular category are suppressed for data protection purposes. The NEET columns show actual numbers of young people; the data is not adjusted.

Table 10: Number of young people in each NEET / EET / Not Known sub-category by cluster, June 2016

Cluster	EET: Education post Year 11	EET: Employment	EET: Training	NEET: available for work	NEET: unavailable for work	Not known: status expired	Not known: current situation not known	Other: Custody
ACES	504	149	21	41	32	5<	7	5<
Aireborough	761	201	5<	23	5	8	5<	0
Ardley & Tingley	411	109	5<	10	5<	5<	0	0
ARM	1580	159	12	35	19	5<	5<	5<
Beeston Cottingham and Middleton	745	247	25	72	22	8	5<	0
Bramley	735	242	28	64	27	5<	5<	5<
Brigshaw	492	203	6	18	5	6	0	5<
C.H.E.S.S.	699	74	32	51	19	5<	5<	5<
EPOS	596	89	5<	15	5<	7	5<	5<
ESNW	570	97	5	19	9	5<	5<	0
Farnley	304	97	10	25	13	5<	5<	5<
Garforth	491	129	5<	8	5<	5<	0	0
Horsforth	434	95	5<	9	5<	5<	0	0
Inner East	1104	222	52	107	64	7	5	5<
Inner NW Hub	645	118	19	31	18	5<	5<	5<
J.E.S.S	870	247	48	92	45	6	7	5<
Morley	807	318	8	39	17	5	5<	5<
NETWORKS	590	88	10	29	11	5<	5<	5<
OPEN XS	280	31	18	23	9	6	5<	0
Otley/Pool/Bramhope	513	108	5<	10	5	5<	5<	0
Pudsey	1009	322	13	25	11	9	5<	5<
Rothwell	628	179	5<	21	5	8	0	0
Seacroft Manston	1005	340	34	84	35	7	5<	0
Templenewsam Halton	626	197	16	31	17	5<	0	5<

Cluster	EET: Education post Year 11	EET: Employment	EET: Training	NEET: available for work	NEET: unavailable for work	Not known: status expired	Not known: current situation not known	Other: Custody
Out of area / No valid cluster	5<	5<	0	0	0	0	0	0
Address Unknown	39	62	4	53	16	5<	250	5<
Total	16441	4124	377	935	414	128	300	34

Data source: NEET monthly dashboard, June 2016

Report of the Head of Scrutiny

Report to Scrutiny Board (Children’s Services)

Date: 15 September 2016

Subject: Scrutiny Inquiry Draft Terms of Reference – Children’s Centres

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, compassionate and welcoming with an economy that is both prosperous and sustainable so all our communities are successful. The City’s 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 People’s Plan (CYPP) 2015-19 from good to great which details five headline outcomes. These outcomes are:

- All children and young people are safe from harm
- All children and young people do well at all levels of learning and have the skills for life
- All children and young people choose healthy lifestyles
- All children and young people are happy and have fun growing up
- All children and young people are active citizens

The CYPP also highlights the importance of Leeds Best Start Plan, which is a preventative programme from conception to age 2 years. This programme aims to ensure a good start for every baby, with early identification and targeted support for vulnerable families. It is stated that Best start impacts on all the outcomes and priorities in the CYPP.

At its meeting on the 16 of June 2016, the Scrutiny Board considered potential sources of work for the 2016/17 municipal year. Following discussion with the

Executive Board Member (Children and Families) and representatives from Children's Services the Board expressed a desire to undertake an inquiry which would consider the value of Children's Centres and how they deliver the aspirations defined in the CYPP. The Board also wish to understand how the services provided through Children's Centres impact on the lives of children, particularly in their early years, and improve the lives of their associated family. The Board will also be focusing on the strategic and operational intention for sustaining Children's Centres in Leeds.

2. Recommendation

The Scrutiny Board (Children's Services) 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's Services 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 Children's Centres.

Terms of Reference

2. Scope of the Inquiry

- 2.1 The Scrutiny Board at its meeting on the 16 of June 2016 resolved to undertake an inquiry looking at Children's Centres. The Board wish to understand how services provided through Children's Centres:

- a) impact on the lives of children, particularly in their early years,
- b) improve the lives of their associated family,
- c) deliver wider economic and social benefits.

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

- The strategic and operational approach to making a positive difference in the lives of children and their families through the provision of Children's Centres
- The roles and responsibilities of Leeds City Council and Partners in the provision and resourcing of Children's Centres and the effectiveness of those partnerships.
- The range, quality and impact of services provided by Children's Centres, including the recognition and sharing of good practice,
- Aspirations for the development of Children's Centres and exploring opportunities to secure a sustainable future.

- 2.3 Additional guidance has been sought from Andrea Richardson (Head of Learning for Life, Children's 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 understand the areas defined in paragraphs 2.1 and 2.2. If during the course of the inquiry it is evident that improvements are required the Scrutiny Board will seek to clarify what is being done to change things to ensure better outcomes.
- 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 Preliminary discussion was undertaken by the Scrutiny Board at the July 2016 meeting. It is anticipated that the inquiry will take place between October 2016 and will be completed before May 2017. Information will be gathered using a range of methods including meetings and visits. 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*

Introduction, Aspirations and where we are now

- Legislation and Statutory Framework for Children's Centres
- Ofsted
- Best Start Strategy, 0-5 Strategy and role of the 0-5 Partnership Boards
- Facilitating Voice and Influence, the role of Advisory Boards
- Family Hubs: The Future of Children's Centres
- Known challenges, sustainability and risk
- Relationships with partners, clusters and schools

The Value of Children's Centres

- Overview of the offer – what do Children's Centres provide.
- The funding model and associated benefits, challenges and risk.
- Children's Centres V's Other Provision, what's makes Children's Centres different/unique.
- What have Children's Centres achieved, what is their value*
- The national picture and known impact of service changes elsewhere (positive and negative)

Making a difference, recognising good practice, building resilience for a sustainable future.

- Operational perspective - Children's Centre visits to speak to practitioners with a focus on
 - Best Start & Preparation for Learning*
 - Families First & Safeguarding*
 - Parental Support & Employment*

- The strategic perspective – Representatives Leeds City Council, Health Services, Education and other partner organisations with strategic responsibility within their organisation.

Exploring Opportunities

- Future funding, value for money
- Improving outcomes, quality of service, efficiency and use of resources
- Sharing good practice
- Capacity for growth and utilising assets
- Opportunities for trading, commercial opportunities
- Other business models, learning from other organisations/authorities.
- A Development and Sustainability Plan

7. Witnesses

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

- Members of the Childrens Trust Board
- Members of the 0-5 Partnership Board
- Elected Members
- Health Services – Public Health, LCH and CCG's
- Third Sector and Voluntary Organisations
- Stakeholders, Partners and Support Groups
- Director of Children's Services and Children's Services Officers
- Children's Centre, Health and Education Practitioners.
- Cluster Representatives
- Parents and Carers

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 Equality Improvement Priorities have been developed to ensure our legal duties are met under the Equality Act. 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 2015-2019 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

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

Report of Deputy Chief Executive and Director of Children’s Services

Report to Scrutiny Board (Children’s Services)

Date: 15th September 2016

Subject: Children’s Services 2016/17 budget

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

Summary of main issues

1. The Children’s Services Scrutiny Board on the 16th June 2016 received an update on the 2016/17 financial position for Children’s Services. The Board was advised that as at Period 2 a projected overspend of £3.6m was reported to the June Executive Board. It was reported that the main areas of overspend were on the demand led budgets, in particular in relation to children looked after (CLA) and school transport. Members of the Children’s Services Scrutiny Board raised concerns about the 2016/17 budget for Children’s Services and requested an update on the latest financial position in relation to Children’s Services and whether future budgets could be done differently.

Recommendations

2. That the Scrutiny Board (Children’s Services)
 - a) Consider the information presented in this report and at the meeting
 - b) Make recommendations as deemed appropriate.

1 Purpose of this report

- 1.1 The purpose of this report is to respond to a request from the Children's Services Scrutiny Board for additional information concerning the assumptions behind the Children's Services 2016/17 budget in the context of the reported projected overspend, provide an update on the latest financial position in relation to Children's Services and whether future budgets could be done differently.

2 Background information

- 2.1 Council approved the 2016/17 Revenue Budget on the 24th February 2016. The report '2016/17 Revenue Budget and Council Tax' set out the framework for compiling the 2016/17 budget, taking into account the Local Government Finance settlement, the Initial Budget Proposals that were agreed by the Executive Board in December 2015, the results of budget consultation and other factors that have influenced the budget.
- 2.2 Detailed proposals for each service area are set out in the directorate budget reports attached to the main budget report.
- 2.3 Both the main 2016/17 Revenue Budget report and the Children's Services budget report as well as setting out the context and framework for setting the budget provide detailed information on the assumptions in setting the budget including cost pressures such as demand and demography, other pressures and the savings proposals including efficiencies, income generation and service changes. Determining the overall budget requirement for the Council has to take into account a wide range of complex factors and is based on a large number of assumptions and risks which are set out in the reports. During the year there are inevitably variations which are reported to Executive Board through the monthly financial health check report. These variations are managed in the context of the overall Council budget and the effectiveness of the Council's financial controls can be measured by the extent to which these variations are managed so that the Council's spend can be contained within the overall funding envelope. The Council has a track record in spending within the budget.
- 2.4 The Children's Services Scrutiny Board on the 16th June 2016 received an update on the 2016/17 financial position for Children's Services. The Board was advised that as at Period 2 a projected overspend of £3.6m was reported to the June Executive Board. It was reported that the main areas of overspend were on the demand led budgets, in particular in relation to CLA and transport. Members of the Children's Services Scrutiny Board raised concerns about the 2016/17 budget for Children's Services and requested an update on the latest financial position in relation to Children's Services and whether future budgets could be done differently.

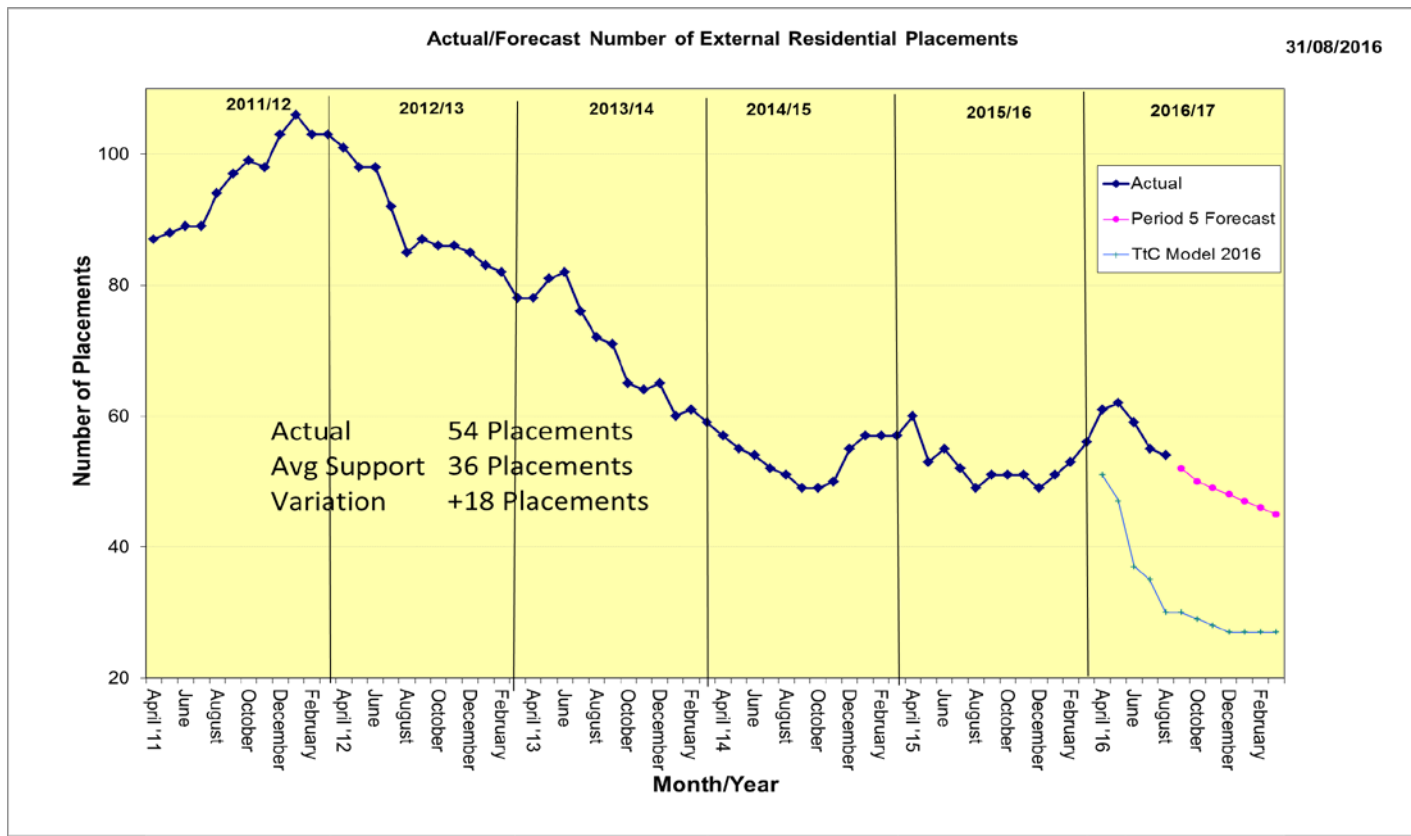
3 Main issues

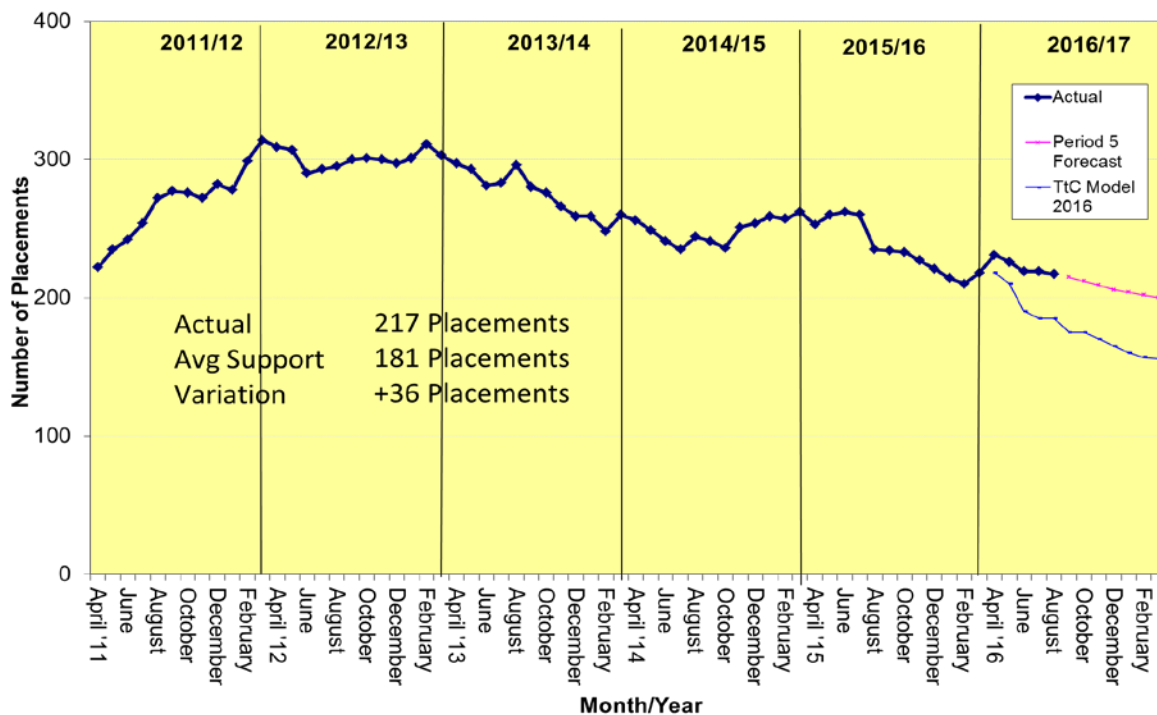
- 3.4 The projected overspend of £3.6m reported for Period 2 2016/17 is mainly in relation to the demand led budgets, in particular in relation to children looked after and transport. In terms of the CLA budgets the projected overspend is £5m and is as a result of the authority looking after an additional 56 children in external residential placements and with Independent Fostering Agencies than the budget provides for. In terms of the transport budget at Period 2 the projected overspend is £1.7m.

- 3.5 The Financial Health check report submitted to the Executive Board in July shows a projected overspend of £3.8m for Children's Services as at Quarter 1. The main areas of overspend are as outlined above, the increase in the overspend is as a result of a reduction in projected savings on staffing and running costs. This represents an overspend of 1.3% against the Children's Services gross expenditure budget of £280m. The report does note that there are a number of high risks which could lead to an increase in the overspend although the directorate is undertaking a number of actions to mitigate against these.
- 3.3 The Children's Services budget has been set in the overall context of the Service's ambition is to be a truly Child Friendly city and strategy for managing increasing demographic and demand pressures that are often a by-product of a city with a strong economy. The restorative approach requires professionals/practitioners to work *with* children and families as opposed to doing things for them or to them, providing high support and high challenge and empowering children and families to make positive decisions about their lives. The directorate's strategy has been reflected in the Children's Services budget over the last few years with increased investment in prevention to deliver future savings on the demand led budgets. Children's Services continues to face significant demographic and demand pressures as a result of:
- High birth rates, particularly within the most deprived clusters within the city.
 - Increasing inward migration into the city, particularly from BME groups from outside the UK.
 - Increasing population of children & young people with special and very complex needs.
 - Greater awareness of the risks of child sexual exploitation.
 - Growing expectations of families and carers in terms of services offered.
 - Changes in government legislation, including "Staying Put" arrangements which enable young people to remain with their carers up to the age of 21.
- 3.4 The 2016/17 Children's Services budget report acknowledged that these factors continue to put increased pressure on CLA placements budgets, spending on children and young people with complex needs and transport budgets, particularly for those vulnerable children with particularly complex needs. The 2016/17 budget proposals included additional funding of £700k to reflect this increased demand on the transport budget. Further savings were not assumed on the CLA budget and the budget was left at the level set in 2015/16 acknowledging the complexities in managing these budgets.
- 3.5 The increased numbers of young people staying put has placed significant pressures on the ability to provide foster placements across the service. There are 40 fosters carers who would, if they did not have a staying put placement. Be able to take another child therefore reducing the in house fostering capacity. Trying to find alternative placements for young people who would have been placed with internal foster carers has resulted in additional costs of £1.7m.

3.6 It is clear that the directorate’s strategy is working, in 2015 Ofsted assessed Leeds Children’s Services as ‘good’ and the DfE endorsed the directorate’s strategy by awarding Leeds £4.85m of Innovation Funding to expand Family Group Decision Making and Restorative Practice further and faster. The government has acknowledged Leeds as one of only six ‘exemplar’ Children’s Services and has asked the Directorate to become a ‘partner in practice’.

3.7 In contrast to the national trend, over the last 4 years Leeds has managed to safely and appropriately reduce the number CLA. Since 2011 Leeds has reduced the number of CLA by 14.1% (from 1,450 to 1,245) whilst nationally the number of CLA has grown by 6.2% over the same period. The graphs below show the numbers of CLAs in external residential placements and Independent Fostering Agency placements since 2011/12. Whilst there has been a gradual reduction in numbers the reduction has not been uniform and there have been periods when numbers have increased for various reasons. This makes forecasting and budget setting more difficult and illustrates why this element of the budget is such a high risk.





- 3.8 This reduction in the overall number of CLA together with a significantly reduced dependence on expensive external provision means that the average annual cost of the current CLA population is approximately £15m less than the equivalent cost in 2011/12. This position has been reflected in successive budgets with significant savings being built into the budget strategy. In 2012/13 the budget for external and IFA placements was increased by £10.5m. The budget was then reduced in 2013/14 and 2014/15 in line with the directorate's strategy. In subsequent years the budget has been virtually maintained at the 2014/15 level with overall actual costs reducing from a peak of £25.3m in 2011/12 down to a projected £19.0m in 2016/17.
- 3.9 Over the last two years whilst there have been continued reductions in CLA the actual reductions have not been in line with the budgeted assumptions. The transport budget has also experienced an increase in costs, demand and the complexity of needs. It is difficult to forecast with a high degree of certainty the budget requirement for these two areas with a range of factors impacting on the actual spend. The budget report clearly recognises these risks and they also form part of determining the overall Council reserves strategy.
- 3.10 The graph below shows the number of children and young people transported and again highlights a noticeable increase in demand for transport since November 2015 which would have been at the time that the budget requirements were being determined. As with CLA numbers it is difficult to accurately identify all the trends and factors that contribute to the overall demand and budget requirement.

Numbers of Children & Young People Transported						Mth 3	Increase
	Apr-15	Jul-15	Nov-15	Mar- 16	Jun-16	proj to 31.03.17	from Nov 15
SEN	980	977	1068	1091	1116	1242	16.2%
CLA	450	438	407	428	442	445	9.3%
Post 16 SEN	139	127	71	71	79	80	12.7%
	<u>1569</u>	<u>1542</u>	<u>1546</u>	<u>1590</u>	<u>1637</u>	<u>1726</u>	<u>11.6%</u>

3.11 The 2016/17 budget requirements for CLA and transport had been determined based on the data and demand trends that suggested a budget requirement in 2016/17 which it is now clear is not sufficient to meet current and expected demand and costs for both the CLA and transport. The increase in spend on both the transport and CLA budgets did not become fully evident until into the final quarter of 2015/16.

3.12 The Local Government Act (Part II) 2003 places a requirement upon the Council's statutory finance officer (The Deputy Chief Executive) to report to members on the robustness of the budget estimates and the adequacy of the proposed financial reserves. In considering the robustness of any estimates, the following criteria need to be considered;

- The reasonableness of the underlying budget assumptions such as the:
 - the reasonableness of provisions for inflationary pressures;
 - the extent to which known trends and pressures have been provided for;
 - the achievability of changes built into the budget;
 - the realism of income targets;
 - the alignment of resources with the Council service and organisational priorities.
- A review of the major risks associated with the budget.
- The availability of un-earmarked reserves to meet unforeseen cost pressures.
- The strength of the financial management and reporting arrangements.

3.13 In coming to a view as to the robustness of the 2016/17 budget, the Deputy Chief Executive takes account of the following issues:-

- Detailed estimates are prepared by directorates in accordance with principles laid down by the Deputy Chief Executive based upon the current agreed

level of service. Service changes are separately identified and plans are in place for them to be managed.

- Estimate submissions have been subject to rigorous review throughout the budget process both in terms of reasonableness and adequacy. This process takes account of previous and current spending patterns in terms of base spending plans and the reasonableness and achievability of additional spending to meet increasing or new service pressures. This is a thorough process involving both financial and non-financial senior managers throughout the Council.
- Significant financial pressures experienced in 2015/16 have, where appropriate, been recognised in preparing the 2016/17 budget, or are subject to further actions to enable them to be delivered.

- 3.14 As part of the budget process, directorates have also undertaken a risk assessment of their key budgets, documented this assessment in the form of a formal Risk Register, and provided a summary of major risks within the directorate budget documents, many of which are significant. All directorate budgets contain efficiencies, income generation and service reviews which will require actions to deliver, and any delay in taking decisions may have significant financial implications. The overall level of risk within the 2016/17 budgets of directorates is considered to remain relatively high. Whilst this level of risk can be considered manageable, it must be on the understanding that key decisions are taken and that where identified savings are not delivered alternative savings options will be needed. This is all the more important given that the Council will face further financial challenges over the years beyond 2016/17.
- 3.15 As has been detailed, the 2016/17 Children's Services budget was determined based on an assessment of the wide range of factors that influence the budget. At the time the budget was set the trends on both CLAs and transport suggested that the budget was realistic.
- 3.16 To mitigate against the budget risks the Council's reserves are set in line with the risk based reserves strategy which identifies and quantifies the key risks in the budget for each directorate. The 2016/17 Revenue Budget and Council Tax report included the opinion that the Deputy Chief Executive considers the proposed budget for 2016/17 as robust and that the level of reserves are adequate given a clear understanding of a number of actions that will be required during the year.
- 3.17 The Council is currently developing the 2017/18 budget strategy. A true zero based budgeting approach in an organisation as large and complex as Leeds City Council would be extremely time consuming and resource intensive but the approach to developing the budget strategy in the Council does involve a full assessment and review of the key factors influencing the budget and as part of this process a number of budget pressures in Children's Services have already been identified including the CLA budget, transport and the fall out of non-recurring income. Based on the current and forecast demand and cost pressures the proposed strategy identifies the need for an increase in these budgets for 2017/18 although in 2018/19 and beyond, the demand pressures on transport and CLA would be expected to reduce in line with the Service's ongoing strategy

together with the anticipated additional innovations funding from the DfE which will enable further investment in prevention to deliver future savings. As part of the budget strategy the Council also undertakes a number of in depth service reviews which will include identifying options for the future provision of services which is similar to the zero based budgeting approach.

- 3.18 Determining the overall budget requirement for the Council has to take into account a wide range of complex factors and is based on a large number of assumptions and the reports identify the associated key risks. During the year there are inevitably variations which are reported to Executive Board through the monthly financial health check report. These variations are managed in the context of the overall Council budget and the effectiveness of the Council's financial controls can be measured by the extent to which these variations are managed so that the Council's spend can be contained within the overall funding envelope. The Council has a track record in spending within the budget

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Extensive consultation was undertaken as part of the budget setting process, as outlined in the Revenue Budget and Council Tax 2016/17 report to Full Council on the 24th February 2016. This report has no direct issues requiring consultation or engagement.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 A specific equality impact assessment of the budget at a strategic level was undertaken and was reported to Full Council on the 24th February 2016 as part of the Revenue Budget and Council Tax 2016/17 report. This report has no direct equality and diversity/cohesion issues.

4.3 Council policies and the Best Council Plan

- 4.3.1 The 2016/17 Best Council Plan's ambitions, outcomes and priorities underpin the proposed 2016/17 budget and have been used to ensure that the Council's financial resources are directed towards its policies and priorities and, conversely, that these policies and priorities themselves are affordable. Spending money wisely is one of the Council's values, with the priority being for directorates and services to keep within their budgets

4.4 Resources and value for money

- 4.4.1 There are no specific financial or resources implications arising from this report.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 Section 151 of the Local Government Act 1972 requires local authorities to make arrangements for the proper administration of their financial affairs and appoint a Chief Financial Officer to have responsibility for those arrangements.
- 4.5.2 This report does not require a key or major decision and is therefore not subject to call-in

4.6 Risk Management

- 4.6.1 The Revenue Budget and Council Tax 2016/17 report to Full Council on the 24th February 2016 outlines the key risks in the budget and provides a statement as to the robustness of the proposals. An analysis of the key budget risks is maintained and subject to monthly review. Any significant and new risks are contained in the budget monitoring reports submitted to meetings of the Executive Board, together with any identified slippage on budget savings plans.

5 Conclusions

- 5.1 This report has provided an explanation of the basis for the setting of the Children's Service budget for 2016/17, provided an update on the latest financial position for Children's Services and considered whether future budgets could be done differently.
- 5.2 The 2016/17 Children's Services budget was determined based on an assessment of the wide range of factors that influence the budget. At the time the budget was set the trends on both CLAs and transport suggested that the budget was realistic. It is now clear that the budget is not sufficient to meet current and expected demand and costs for both the CLA and transport. The increase in spend on both the transport and CLA budgets did not become fully evident until into the final quarter of 2015/16.
- 5.3 The Financial Health check report submitted to the Executive Board in July shows a projected overspend of £3.8m for Children's Services as at Quarter 1. The report does note that there are a number of high risks which could lead to an increase in the overspend although the directorate is undertaking a number of actions to mitigate against these.
- 5.4 A true zero based budgeting approach in an organisation as large and complex as Leeds City Council would be extremely time consuming and resource intensive but the approach to developing the budget strategy in the Council does involve a full assessment and review of the key factors influencing the budget. As part of the budget strategy the Council also undertakes a number of in depth service reviews which will include identifying options for the future provision of services which is similar to the zero based budgeting approach.

6 Recommendations

- 6.1 That the Scrutiny Board (Children's Services)
- a) Consider the information presented in this report and at the meeting
 - b) Make recommendations as deemed appropriate.

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.

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Report author: S Pentelow

Tel: 24 74792

Report of the Head of Scrutiny

Report to Scrutiny Board (Children’s Services)

Date: 15 September 2016

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 written request for Scrutiny have been submitted to the Scrutiny Chair (Children’s Services) and is attached as appendix 1 for the Boards consideration. A number of factors should be taken into consideration when considering requests for Scrutiny and the work programme of the Board which are detailed in paragraph 2.4

With regard to this particular request the Board should also note that the Children’s Services Transport Policy was agreed by Executive Board Executive 17 July 2013, this was subsequently Called In and considered by Scrutiny Board (Children and Families) on the 7th of August 2013. At that meeting the decision was released for implementation. Executive Board agreed an updated policy in November 2013 which addressed an equality area identified by the Scrutiny Board.

2.2 On 23rd. March 2016 there was a deputation to Full Council on behalf of families in the Bardsey and Keswick Area.

2.3 In May 2016 the Local Government Ombudsman (LGO) considered and made decisions on three complaints made by parents from this area. The published summary and agreed action extracts are identified as appendix 2.

In response to the deputation a report was submitted to Executive Board 22 June 2016, which also addressed the findings of the LGO. This report is attached as appendix 3, and an extract of the minutes as appendix 4.

2.4 When considering the request for Scrutiny and the draft work programme effort should be undertaken to:

- Avoid duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue
- Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
- Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review
- Seek advice about available resources and relevant timings taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place
- Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year

2.5 A draft work schedule is attached as appendix 5. The work programme has been provisionally completed pending on going discussions with the Board. Also attached as appendix 5 is the minutes of Executive Board for 27 July 2016

3. Recommendations

3.1 Members are asked to:

- a) Consider the request for Scrutiny and determine if this will be added to the work schedule
- b) Consider the draft work schedule and make amendments as appropriate.
- c) Note the Executive Board minutes

4. **Background papers**¹ - None used

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

Councillor Sue Bentley
Chair, Scrutiny Board (Children's Services)
Civic Hall
Leeds
LS1 1UR

Councillor Matthew Robinson
Councillor Alan Lamb
Councillor Andrew Carter
Conservative Group Office
2nd Floor East
Civic Hall
Leeds LS1 1UR

Tel: 0113 395 1460
Fax: 0113 247 4547

Date: 4 August 2016

Dear Cllr Bentley,

School transport for children in East Keswick and Bardsey

We are writing to request that the Scrutiny Board (Children's Services) considers looking at the issue of the council's school transport funding changes and the effect on pupils who live in East Keswick and Bardsey.

You will be aware of the deputation to full council on 23rd March 2016, and the subsequent Executive Board report of 22nd June 2016, in which these matters were raised. The issues at play relate to the quality of information received by parents about their nearest school and the decisions that were made on that basis, the discrepancy between the council's criteria for working out the nearest school, by both admissions distance and school transport distance, and the difficult situation now faced by families with children who have already integrated into schools. We also think that the issue of a 'tolerance distance' should be more fully explored, as well as the impact on Boston Spa High School and Wetherby High School.

We are aware that Scrutiny has looked at school transport a number of times but feel that this is a unique set of circumstances and an injustice that needs addressing.

We hope that the Board can find time to look at this issue as part of its work programme this year.

Yours sincerely,



Councillor Matthew Robinson
Harewood Ward



Councillor Alan Lamb
Shadow Spokesman for
Children and Families



Councillor Andrew Carter
Leader of the Conservative
Group

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Appendix 2 – Extracts of Relevant Ombudsman Cases Investigated

1) [Leeds City Council \(15 019 996\)](#)

Statement Upheld School transport 25-May-2016

Summary: The Council failed to make it clear to the complainant that his son would not be eligible for free school transport after July 2015. To remedy the complainant's injustice, the Council has agreed to provide free school transport for the remainder of this school year and the next school year. It has also agreed to reimburse the travel costs he has incurred since September 2015.

Agreed action - –recommended by Ombudsman

I recommended that the Council provide free school transport for Mr B's son for the rest of this school year and the next school year. I also recommended that it refund Mr B's travel costs for the period September 2015 to the date it provides the free school transport. The Council has agreed to take these actions.

The Council has also agreed to apply these recommendations to other families in identical circumstances who unsuccessfully appealed.

2) [Leeds City Council \(15 013 003\)](#)

Statement Upheld School transport 25-May-2016

Summary: The Council failed to make it clear to the complainant that her son may not be eligible for free school transport after July 2015. To remedy the complainant's injustice, the Council has agreed to provide free school transport for the remainder of this school year and the next school year. It has also agreed to reimburse the travel costs she has incurred since September 2015.

Agreed action - –recommended by Ombudsman

I recommended that the Council provide free school transport for Mrs B's son for the rest of this school year and the next school year. I also recommended that it refund Mrs B's travel costs for the period September 2015 to the date it provides the free school transport. The Council has agreed to take these actions.

The Council has also agreed to apply these recommendations to other families in identical circumstances who unsuccessfully appealed.

3) [Leeds City Council \(15 012 998\)](#)

Statement Upheld School transport 25-May-2016

Summary: The Council failed to make it clear to the complainant that her daughter's nearest school for allocation purposes may not be her nearest qualifying school for free school transport purposes. To remedy the complainant's injustice, the Council has agreed to provide free school transport for the remainder of this school year and to reimburse the travel costs she has incurred since September 2015.

Agreed action –recommended by Ombudsman

I recommended that the Council provide free school transport for Mrs B's daughter for the rest of this school year. I also recommended that it refund Mrs B's travel costs for the period September 2015 to the date it provides the free school transport. The Council has agreed to take these actions.

The Home to School Travel and Transport Guidance published by the Department for Education suggests Councils should ensure children continue to benefit from transport arrangements in place when they started at the school. The Council has agreed to consider this guidance if Mrs B applies for free school transport for her daughter for future school years.

The Council has also agreed to apply these recommendations to other families in identical circumstances who unsuccessfully appealed.

Report of: The Director of Children’s Services

Report to: Executive Board

Date: 22 June 2016

Subject: Children’s Transport Changes – deputation to Full council



Are specific electoral Wards affected? If relevant, name(s) of Ward(s):Harewood	<input checked="" type="checkbox"/> Yes	<input 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

1. The council’s Children’s Transport Policy was changed in 2013. Over a two year period of phasing, discretionary transport assistance for school children and young people was withdrawn.
2. A number of applications from families in Bardsey and East Keswick with children attending Boston Spa were refused prior to September 2015. Some families unsuccessfully appealed the decision not to provide transport assistance. A public meeting was convened by Cllr Robinson in July 2015, which was attended by officers. A report was subsequently presented to the Outer North East Community Committee on 7th March 2016.
3. On 23rd March 2016 there was a deputation to Full Council on behalf of families in the area. A motion was carried that a response to the matters raised by the deputation be provided by way of a report to the Executive Board.

Recommendations

4. That Executive Board receives and notes the content of this report.

1 Purpose of this report

- 1.1 The purpose of this report is to provide Executive Board with a response to points raised at Full Council by a deputation representing families of Bardsey and East Keswick.

2 Background information

- 2.1 Before the 2013 changes to the Children's Transport policy, in cases where the authority was unable to offer a school place less than three miles from home, transport assistance was provided to any school within a reasonable distance. Following the policy changes assistance is provided to children who attend the nearest school over three miles.
- 2.2 Families in Bardsey and East Keswick frequently prefer their children to attend Boston Spa High School. Prior to the policy change transport assistance would have been provided to Boston Spa School and Wetherby High School. Following the change to the policy the nearest school over 3 miles is Wetherby High School and transport assistance is only provided for children attending that school (subject to meeting other relevant policy criteria).
- 2.3 Extended rights provision remains for children from low-income families, meaning that eligible children depending on where they live in Bardsey or East Keswick will receive assistance to either Boston Spa or Wetherby HS.
- 2.4 Leading up to September 2015, a number of applications for transport assistance from the area for children attending Boston Spa were refused. Some families unsuccessfully appealed and a public meeting was convened by Cllr Robinson in July 2015, which was attended by officers. A report was subsequently presented to the Outer North East Community Committee on 7th March 2016.
- 2.5 On 23rd March 2016 there was a deputation to Full Council on behalf of families in the area and a motion was carried that a response to the matters raised by the deputation be provided by way of a report to the Executive Board. A copy of the deputation speech is attached at Appendix 1.

3 Main issues

- 3.1 The deputation stated that the policy changes were unfair to families in the Bardsey / East Keswick area. This is because the difference in distance from the villages to Boston Spa high school and Wetherby high school is narrow. It is indeed the case that the difference in distance is in some cases narrow. However, the distance eligibility criteria is clearly defined within the policy and is used when assessing eligibility for assistance. In the interests of fairness to all families in Leeds it is important that these distance parameters are consistently applied to remove any uncertainty and ensure fairness to all families in Leeds.
- 3.2 In the speech to Full Council the deputation stated that the Leeds Schools website referred to Boston Spa School as being a designated recommended school. No school in Leeds is referred to as a designated recommended school. Families were advised of their 'nearest priority school' for admissions purposes.

Information made available to parents during the school selection process explains the meaning of the term 'nearest priority school' and how distances are calculated. It is important to note that whereas the council historically applied a single admissions policy, schools increasingly apply their own admissions policies which the council has no jurisdiction over. However, legislation requires that distances are measured according to the shortest available routes when applying transport policy. The information sent to families therefore also contains advice about the need to consult the children's transport policy where transport may be something that families need to consider before making their school preferences.

- 3.3 The deputation speech also stated that parents were unable to exercise an option to move their children to a qualifying school as there were no available places at Wetherby High School. No parents cited this as an issue in any of the appeals that were heard and enquiries by Children's Transport confirmed that places were available. Subject to meeting any other eligibility criteria, assistance continues to be made available to children who are unable to secure a place at their nearest qualifying school. In the case of most families in Bardsey and East Keswick it is the case that assistance would be provided for children attending Boston Spa if Wetherby high school had no capacity to accept them.
- 3.4 In response to the statement, that families felt it would be unfair to move children part way through secondary education, the position is that families would not be required to do this. The impact on families is the need to pay for their child's bus fares rather than have them paid for by the council. The cost of a weekly ticket is £9.50 per week, which permits transport across West Yorkshire for seven days (rather than being limited solely to free school services as before). For pupils whose schools are served by the operator 'First', the cost of a weekly pass is £7.50. The policy changes were phased in over two years and were communicated in advance in order that families had choice and control in their forward planning. This was in keeping with national good practice following changes to transport policies.
- 3.5 In response to the statements that parents were unable to verify the applicable distances themselves; that measurements on Googlemaps showed Boston Spa to be the nearer of the two schools and that Leeds City Council used a Dutch mapping system to which the public has no access and therefore no right to challenge: Assessment Officers use specialist software, Easy Travel, that is used as an industry standard where precision is required. Unlike Google Maps and similar applications, Easy Travel software ensures that distances can be measured precisely from the 'garden gate' to the nearest available school entrance. Google Maps and similar applications do not easily facilitate this and instead offer up routes from the centres of postcodes; quickest rather than shortest routes and; routes using only roads or footpaths rather than a combination of the two. It is therefore important that software is used that ensures all applications are assessed fairly and with precision. In addition, using Googlemaps, officers measured the home to school distances from 14 addresses provided at the public meeting in July 2015. Although there were cases where the margins were narrower when measured on Google Maps, there were no cases where the council's assessment of the shortest distances were contradicted.

- 3.6 In response to the statement made by the deputation that council officers had advised families that the definition of nearest school might be down to as little as 50 yards difference, and that measurements were going down to the exact distance: in examining applications from the area there were no cases identified where the margin of difference was less than 0.1 mile. In addition, as described above, officers use precise measurements in determining a child's eligibility for assistance, and if necessary will individually measure routes with a surveyor's wheel to ensure that families are treated fairly.
- 3.7 A proposal was put forward by the deputation to extend the availability of discretionary assistance to some families. This would involve "allowing a margin of tolerance of half a mile where two schools are nearly equidistant to the communities". It would not be possible to consider every possible variable in terms of the extent to which the policy should be extended and the possible number of families anywhere in the city who may make requests for similar discretionary decisions. In the interests of fairness to all families in Leeds it is important that these distance parameters are consistently applied to remove any uncertainty and ensure fairness to all families in Leeds
- 3.8 It was stated in the deputation speech that the Local Government Ombudsman (LGO) had found against the council following complaints. It is the case that at the time there was a draft decision by the LGO in favour of one family with two children. At that time as the ruling was only draft the LGO stated that information about the complaint could not be disclosed. The LGO has now issued the final decision. The decision is that although the school transport policy had been correctly applied the Council did not clearly explain to the parents their nearest priority school for admissions purposes may not be their nearest qualifying school for transport purposes. This issue had already been addressed before the complaint to the LGO and clearer information is now provided to parents.
- 3.9 The LGO has recommended that the Council should provide a refund of travel costs and free school transport for a period of time to the children of the family concerned. The Council has agreed with the LGO's recommendations. The LGO has also noted that the Council has agreed to apply the recommendations to other families in identical circumstances who unsuccessfully appealed.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The policy proposals that were approved in July 2013 were subject to a full public consultation.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The policy proposals that were approved in July 2013 were subject to a full equality impact assessment

4.3 Council policies and Best Council Plan

4.3.1 The implementation of the policy has to date contributed to the intended outcome of delivering a substantial reduction in discretionary spending, thus ensuring money is spent wisely. However, children from low income families who live in East Keswick or Bardsey remain entitled to Zero Fare passes to both Boston Spa School and Wetherby High School. The policy therefore supports the Best Council Plan aim of tackling poverty and reducing inequalities.

4.4 Resources and value for money

4.4.1 As noted above, the changes to the policy were introduced in 2013 to reflect the council's value of spending money wisely and our aims in the Best Council Plan to be efficient and sustainable, by reducing the level of discretionary spending on children's transport. The policy changes have resulted in a significant reduction in discretionary spending, conservatively estimated at over £2m. In respect of limiting transport assistance to the nearest school over three miles away, original estimates based on the data available at the time (prior to the 2012/13 academic year) forecast a reduction of £120k in discretionary spending.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The decision made by the LGO has been accepted by the Council and the recommended actions are being followed. There are no other legal implications.

4.6 Risk Management

4.6.1 There are no anticipated risks to the content of the Children's Transport policy or the 2013 changes.

5 Conclusions

5.1 The July 2013 Executive Board approved a number of policy changes that resulted in a significant reduction in spending on discretionary transport assistance. The changes resulted in the phased removal, over a period of two years, of assistance that had historically been provided.

5.2 Additional 'extended rights' have been retained for families who can provide evidence of low means.

5.3 The policy changes have resulted in a significant reduction in discretionary spending, conservatively estimated at over £2m. In respect of limiting transport assistance to the nearest school over three miles away, original estimates based on the data available at the time (prior to the 2012/13 academic year) forecast a reduction of £120k in discretionary spending.

5.4 For a number of families in Bardsey and East Keswick the nearest school over three miles is Wetherby High School. Families with children at Boston Spa must now fund their own home-to-school transport costs which were previously funded on a discretionary basis by the Council. This resulted in some complaints being made by families in the area and, subsequently, a deputation to full council where a proposal was made to extend discretionary support.

5.5 A proposal was put forward by the deputation to extend the availability of discretionary assistance to some families. This would involve “allowing a margin of tolerance of half a mile where two schools are nearly equidistant to the communities”. It would not be possible to consider every possible variable in terms of the extent to which the policy should be extended and the possible number of families anywhere in the city who may make requests for similar discretionary decisions. In the interests of fairness to all families in Leeds it is important that these distance parameters are consistently applied to remove any uncertainty and ensure fairness to all families in Leeds

6 Recommendations

6.1 That Executive Board receives and notes the content of this report.

7 Background documents¹

None

Appendices

Appendix 1: Script of Deputation to Full Council

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 4 - Executive Board - Minutes of Meeting 22nd June 2016

Minutes:

The Director of Children's Services submitted a report which was in response to the deputation presented to full Council on 23rd March 2016 representing families from East Keswick and Bardsey in respect of changes to the Children's Transport Policy. At that meeting, Council resolved that the response to the deputation be referred to Executive Board for consideration.

In considering this matter, and responding to enquiries raised, it was confirmed that the Local Government Ombudsman's (LGO's) finding was that although the school transport policy had been correctly applied, the Council had not clearly explained to parents that their nearest priority school for admissions purposes may not be their nearest qualifying school for transport purposes. When this became apparent, all parents who had unsuccessfully applied for assistance were advised in writing to appeal in line with the Council's transport policy. It was also confirmed that clearer information was now provided to parents on such matters, an issue which had already been addressed before the complaint to the LGO. In addition, it was noted that the Council is providing a refund of travel costs and free school transport for a period of time to the children of the two families concerned in line with the LGO's recommendations, and has agreed to apply the LGO's recommendations to other families in identical circumstances who had unsuccessfully appealed.

Emphasis was placed upon the importance of clarity of communication with parents, and also continuing to ensure that in such circumstances families were treated consistently and fairly and in line with the policy.

Responding to a Member's enquiry, it was requested that further detail on the specifics of this case and the finding and recommendations of the LGO be provided to the Member in question.

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

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

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Draft Scrutiny Board (Children's Services) Work Schedule for 2016/2017 Municipal Year

Schedule of meetings/visits during 2016/17			
Area of review	June	July	August
Inquiries		Children's Centres - Scoping	
Annual work programme setting - Board initiated pieces of Scrutiny work (if applicable)	Consider potential areas of review		
Budget	Budget Update 2015/16 outturn and 2016/17 update		
Policy Review		Academies – impact and governance	
Recommendation Tracking			
Performance Monitoring	Performance Report	Ofsted improvement areas– progress update	
Working Groups			Post 16 SEN Transport?

*Prepared by S Pentelow

Draft Scrutiny Board (Children's Services) Work Schedule for 2016/2017 Municipal Year

Schedule of meetings/visits during 2016/17			
Area of review	September	October	November
Inquiries	Agree scope of review for ** Children's Centre inquiry	Evidence Gathering Children's Centre Inquiry	Evidence Gathering Children's Centre Inquiry
Recommendation Tracking	NEET (To include IAG and preparing for post year 11)		
Policy Review	Children's Services Budget - Alan Gay (Home Education Safeguarding – children missing in Education	
Performance Monitoring			Leeds Safeguarding Children – Annual Report (with Private Fostering Recommendation Tracking)
Working Groups	Post 16 SEN Transport?		

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* Prepared by S Pentelow

Draft Scrutiny Board (Children's Services) Work Schedule for 2016/2017 Municipal Year

Schedule of meetings/visits during 2016/17			
Area of review	December -	January	February
Inquiries		<u>Evidence Gathering</u> Children's Centre Inquiry – Visits?	
Budget	Initial Budget Proposals 2017/18 and Budget Update (including Cluster Funding Arrangements)		
Policy Review			Best City for Learning – Education Strategy (Exec Board ?) Annual Standards Report (Exec Board ?)
Recommendation Tracking	Clusters tracking		Maths and English
Performance Monitoring	Performance Report - Including Voice and Influence	Universal Activity Funding – performance, consistency and delivery since the delegation of responsibility and budgets to Community Committees - review	
Working Groups	Visits?		

Draft Scrutiny Board (Children's Services) Work Schedule for 2016/2017 Municipal Year

Schedule of meetings/visits during 2016/17			
Area of review	March	April	May
Inquiries	Draft recommendations to pre-meeting	Agree report	
Budget and Policy Framework			
Recommendation Tracking			
Performance Monitoring	Learning for Leeds - Basic Need Update and School Allocation		
Working Groups			

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Unscheduled - required :

- Gledhow School - date to be confirmed
- Ongoing Post16 SEND working group - Transport Statement for final policy– Exec Board (? 2016)
- Transition to Adult Services – Young People outside social care
- Targeted Youth Services (March/April ?)
- Behaviour management (Feb/March/April?)
- Data - schools/area performance challenge working group??

Work being undertaken by other boards

- Autism, TaMHS and CAMHS tracking (Adult Social Services, Public Health, NHS and Scrutiny Board)

Updated - September 2016

*Prepared by S Pentelow

Key: SB – Scrutiny Board (Children's Services) Meeting

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 27TH JULY, 2016

PRESENT: Councillor J Blake in the Chair

Councillors A Carter, R Charlwood,
D Coupar, S Golton, J Lewis, R Lewis,
L Mulherin, M Rafique and L Yeadon

33 Declaration of Disclosable Pecuniary Interests

There were no declarations of Disclosable Pecuniary Interests made at the meeting, however a comment with regard to interests was made at a later point in the meeting (Minute No. 35 refers).

34 Minutes

RESOLVED – That the minutes of the meeting held on 22nd June 2016 be approved as a correct record.

CHILDREN AND FAMILIES

35 Investment in new Social, Emotional and Mental Health Specialist Provision for Children and Young People

Further to Minute No. 93, 18th November 2015, the Director of Children's Services, the Director of Adult Social Services and the Deputy Chief Executive submitted a joint report which presented proposals regarding investment in Social, Emotional and Mental Health (SEMH) provision. The report outlined key statutory duties, the national policy framework, together with the costs and benefits of the main options being considered. In addition, the report provided details of the proposed construction programme and sought approval of the relevant injections into the capital programme and related authority to spend.

Members welcomed the investment which was proposed and the fact that such proposals would enable children and young people to remain in the city, rather than having to travel outside of Leeds to receive such provision.

Responding to an enquiry, the Board received assurances around the priority which was being given to ensuring that the proposals would meet the bespoke needs of service users.

In commenting upon the report, Councillor Golton drew the Board's attention to his role as a school governor, and given the issues that he had experienced with partners delivering a construction programme as part of that role, he sought assurances around ensuring the high quality of the design, together with the monitoring of associated costs. In response, officers provided the Board with the relevant assurances on such matters.

RESOLVED –

- (a) That the case for change to SEMH provision, as detailed within the submitted report, be endorsed;
- (b) That the injection of £16,469.2k of Departmental Borrowing into the Capital Programme be approved;
- (c) That the injection of £12,212k of Leeds City Council Borrowing into the Capital Programme be approved;
- (d) That the principle of ring-fencing capital receipts from the sale of Elmete Behavioural, Emotional and Social Difficulties (BESD) Specialist Inclusive Learning Centre (SILC), Burley Park Pupil Referral Unit (PRU) and the Meanwood Centre be agreed, subject to a dispensation being granted by the Department for Education for the use of any such receipts;
- (e) That the authority to spend £45m be approved, subject to individual Design and Cost Reports being brought forward at appropriate design freeze stages for approval by the Learning Places Programme Board;
- (f) That it be noted that the Deputy Director for Children’s Services is responsible for the oversight of this programme.

36 Outcome of consultation to increase learning places at Beecroft Primary School

The Director of Children’s Services submitted a report regarding a proposal to increase learning places at Beecroft Primary School, brought forward to meet the local authority’s duty to ensure sufficiency of school places. The report detailed the outcome of the consultation regarding the proposal and which sought permission to publish a statutory notice in respect of such proposals.

RESOLVED –

- (a) That the publication of a Statutory Notice to permanently expand Beecroft Primary School from a capacity of 210 pupils to 315 pupils with an increase in the admission number from 30 to 45 with effect from September 2017, be approved;
- (b) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

37 Outcome of Statutory Notices to increase learning places at Low Road Primary School and Cottingley Primary Academy

The Director of Children’s Services submitted a report regarding proposals to increase learning places at Low Road (Community) Primary School and Cottingley Primary Academy, brought forward to meet the local authority’s duty to ensure sufficiency of school places, and which supported the Best Council Plan priority to improve educational achievement and close achievement gaps. The report was divided into two parts in order to describe

the outcome of each of the statutory notices and which sought final decisions on each of the proposals.

RESOLVED –

- (a) That the proposed expansion of Low Road (Community) Primary School from a capacity of 140 pupils to 210 pupils with an increase in the admission number from 20 to 30, with effect from September 2017, be approved;
- (b) That the proposed expansion of Cottingley (Academy sponsor led) Primary Academy from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60, with effect from September 2017, be approved;
- (c) That it be noted that the responsible officer for the implementation of such matters is the Sufficiency and Participation Lead.

38 Outcome of consultation to increase learning places at Hunslet St Mary's Church of England Primary School

The Director Children's Services submitted a report providing details of a proposal to increase learning places at Hunslet St. Mary's Church of England Primary School which had been brought forward to meet the local authority's duty to ensure sufficiency of school places, and which supported the Best Council Plan priorities to improve educational achievement and close achievement gaps. The report sought permission to publish a statutory notice in respect of such proposals.

RESOLVED –

- (a) That the publication of a Statutory Notice to expand Hunslet St Mary's Church of England Primary School from a capacity of 210 pupils to 315 pupils, with an increase in the admission number from 30 to 45, with effect from September 2017, be approved;
- (b) That it be noted that the responsible officer for the implementation of such matters is the Head of Service Learning Systems.

39 Regionalisation of Adoption

The Director of Children's Services submitted a report providing information on the adoption reform proposals contained within the Education and Adoption Act 2016 and which outlined the collaborative work which was being undertaken with other Local Authorities and Voluntary Adoption Agencies in order to develop a new model of delivering adoption services in the Yorkshire and Humber region.

Members welcomed the proposals detailed within the submitted report and paid tribute to all those involved for the significant work which had been undertaken on this initiative to date. In addition, emphasis was placed upon the positive outcomes for children and young people which could be achieved from the collaborative approach being taken.

RESOLVED –

- (a) That the proposals towards progressing the arrangements for establishing a Regional Adoption Agency and the creation of a West Yorkshire Adoption Agency, be supported and endorsed;
- (b) That agreement be given to the proposition that Leeds City Council becomes the host authority for the agency;
- (c) That the above resolutions be agreed, subject to the satisfactory resolution of the following:
 - The appointment of a joint committee with appropriate membership, terms of reference and rules of procedure;
 - The appointment of a management board including the West Yorkshire local authorities and third sector organisations through a partnership agreement;
 - Proposed delegation of functions from the Joint Committee to the lead officer within the West Yorkshire Adoption Agency with regard to the recruitment and assessment of adopters, adoption panels, family finding and adoption support;
 - The transfer of staff from other Local Authorities into Leeds City Council;
 - The establishment of a budget for the new agency and a funding formula to reflect each Local Authorities contribution to the regional agency budget;
 - Establishment of the commissioning needs of the new agency and the ICT requirements;
 - The creation of an organisational unit within Leeds City Council for the new West Yorkshire Adoption Agency. The lead officer for this will be the Director of Children’s Services and the unit will sit within Children’s Services;
 - Agreement that the Director of Children’s Services will continue to work with the participating authorities in order to progress these matters.

COMMUNITIES

40 Empty Homes Strategy: Filling the Void 2016-19

The Director of Environment and Housing submitted a report providing an update on the progress made by the Empty Homes Strategy, and which sought approval for the Private Sector Housing Service to undertake a further 3 years of activity in Holbeck, with the aim of returning empty homes back into occupation.

Members welcomed the positive impact of the strategy to date, together with the proposal to continue to target empty homes within Holbeck for a further 3 years. In addition, the Board paid tribute to the work undertaken by the community led housing sector in this area.

Responding to an enquiry as to whether the strategy could be extended to other areas of the city, Members were informed of the criteria which had been used to identify the communities targeted to date, and that further work would

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st September, 2016

be undertaken in due course for Members' consideration, which could be used when considering the potential of other locations in the future.

RESOLVED – That approval be given for the Private Sector Housing Service to continue to target empty homes within Holbeck for a further 3 years.

ECONOMY AND CULTURE

41 Leeds City Council's Initial Response to the Referendum on the UK's Membership of the European Union

The Chief Executive submitted a report which presented the steps that Leeds City Council, working closely with partners, were taking in order to support people, growth, businesses, and key institutions across the city following the EU Referendum.

Emphasis was placed upon the vital role of the Council, working with partners across all sectors, in moving Leeds forward following the referendum result. Also highlighted was the strength and resilience that the city had shown in the past and would continue to show in the future. The Board also provided reassurance that all citizens and communities of Leeds, regardless of their nationality, were welcome in the city. It was also acknowledged that whilst there would be uncertainty as a result of the referendum result, such circumstances would also present opportunities for the city and the wider region.

Members highlighted the need for Leeds' viewpoint to be robustly represented in any post referendum discussions, and it was noted that the Leader had spoken to the Secretary of State for Communities and Local Government and had also written to the Prime Minister on such matters. It was also highlighted that consideration needed to be given to the ways in which it could be ensured that all citizens felt that their viewpoints were listened to and that they did not feel marginalised.

RESOLVED – That the following be approved:-

- (a) That the Chief Officer Economy and Regeneration be requested to identify the impact of the economic uncertainty on major development projects, and measures that could be undertaken by the Council working with the Leeds City Region Enterprise Partnership (LEP) and the West Yorkshire Combined Authority to de-risk existing schemes, and to bring forward new projects in order to take advantage of the positive exchange rate;
- (b) That the case be made to Government to secure the European Structural Investment Funding (ESIF) which is committed to Leeds City Region over the remainder of the period the UK is a member of the EU, and once the UK leaves the EU, for funding to replace the European Funds earmarked for the city region;
- (c) That the Chief Officer Economy and Regeneration be requested to put in place strengthened Key Account Management mechanisms for

supporting businesses, particularly those where there is a potential risk of disinvestment, and key institutions in the city that could be affected by changes in EU funding, and their ability to recruit staff from across the EU;

- (d) That the Chief Officer Economy and Regeneration be requested to set up a standing task force in order to respond to any major disinvestment and redundancies, by providing support for people to find alternative jobs, and seeking to attract investment to sites that become available;
- (e) That the Council continue to promote a tolerant, open and inclusive city, providing information and advice to people on the implications of 'Brexit' and reassuring them that they are welcome to live and work in Leeds, whilst also monitoring and seeking to tackle any community tensions;
- (f) That the Council continue to make the case for increased devolution in order to ensure that Leeds and the City Region have the powers and resources to respond to changing economic circumstances, and to do so in a way that connects local people better with the making of decisions that affect their lives;
- (g) That actions be taken to enhance the image of Leeds on the global stage as an outward-looking, diverse and international city by continuing to promote inward investment in Leeds, attracting international visitors, strengthening existing international partnerships and reaffirming the Council's support to the bid for Leeds to become European Capital of Culture in 2023. (If the UK is not eligible for a Capital of Culture (which is only one of a number of possibilities), consideration be given to the potential for a major international cultural festival being held in order to bring people together and promote Leeds internationally).

42 Compassionate City with a Strong Economy: Financial Strategy

The Deputy Chief Executive submitted a report which presented an approach and timetable for updating the Council's medium term financial strategy, taking into account the Government's spending plans together with issues such as increased demand upon Council services and cost pressures. The report highlighted the scale of the challenges faced and the potential impact of such challenges, in advance of a more detailed report being submitted to the Board in September 2016.

In presenting the report, the Leader reiterated the scale of the challenge which was being faced by the Council, highlighted the difficult decisions which continued to be taken to address the challenge and acknowledged the potential implications of such decisions. At the same time, it was emphasised that the Council's continued commitment for Leeds to be a compassionate city would remain at the heart of such decision making.

In noting that the intention was to present an updated financial strategy to the Board in September in order to inform the Board's decision on whether or not to accept the 4 year settlement, it was suggested that enquiries be made with the Treasury as to whether a decision on this could be deferred until after the details of the Autumn statement had been announced. In response, it was undertaken that enquiries on this would be made with relevant parties, including the Local Government Association.

Members discussed the ways in which the Council would need to operate differently in the future, and responding to comments made, a Member placed emphasis upon the need for the Council to work with communities in order to enable them, where appropriate, to become further involved in the delivery of service provision.

The Board paid tribute to the valuable work which had been undertaken by the Scrutiny Board (Strategy and Resources) in respect of fees and charges.

In conclusion, it was noted that Board Members would be kept updated on such matters.

RESOLVED –

- (a) That the medium-term financial challenge and the Government's proposed four-year funding settlement for those local authorities choosing to accept this offer, be noted. That it also be noted that the Deputy Chief Executive will present an updated medium-term financial strategy at the Board's September 2016 meeting as part of the decision on whether or not to accept this four-year settlement;
- (b) That the service and policy review work currently underway which is aimed at continuing to deliver the Best Council Plan ambition of tackling poverty and inequalities, whilst at the same time addressing the challenges of increasing demand, reducing resources and the particular pressures on the council's 2017/18 budget, be noted;
- (c) That the Board's thanks be expressed to Scrutiny Board (Strategy and Resources) for its work on the issue of fees and charges and that the progress made against the Scrutiny Board's recommendations, approved by the Executive Board in February 2016, be noted;
- (d) That the potential implications for the Council's workforce, as set out within the submitted report, together with the indicative timescales presented in Appendix 2, be noted.

(Councillor Yeadon joined the meeting during the consideration of this item)

43 Leeds Innovation District

The Director of City Development submitted a report which presented the potential for developing the concept of an "innovation district" for Leeds. The report provided background information about innovation districts and detailed how the development of one in Leeds could be beneficial for the city. Finally,

the report sought approval to undertake a range of short and medium term activities in order to develop the concept further.

Members welcomed the proposals detailed within the submitted report and the positive outcomes that such a development could bring to the city. Members also welcomed the enabling role which the Council was playing in this initiative.

RESOLVED –

- (a) That the formation of a partnership between Leeds City Council, University of Leeds, Leeds Beckett University and Leeds Teaching Hospitals Trusts be supported in order to further develop the concept of an innovation district for Leeds;
- (b) That it be agreed that the Director of City Development allocates funding from existing City Development directorate budgets, in order to progress the masterplan, strategy and branding work over the next six to nine months on the basis that the other key partners would contribute;
- (c) That it be agreed, that as part of the masterplanning work: planning policy and the approach to highways and transport are considered and reviewed where necessary;
- (d) That it be agreed that the branding and marketing work is carried out and that an investment proposition is developed.

44 Transfer of Hurst Bequest to Leeds Art Fund

The Director of City Development submitted a report regarding the proposed transfer to the Leeds Art Fund of the balance from a bequest received by the Council in 2011 from Mrs. Patricia Hurst, subject to an agreement being reached between all relevant parties.

Responding to a specific enquiry, it was noted that the items which had been purchased to date using the bequest had been with the agreement of Lieutenant Colonel and Mrs Hurst's niece and focussed on items that were available in the market and augmented Leeds' existing collections.

Also responding to an individual request that consideration be given to this matter being referred to the relevant Scrutiny Board, it was undertaken that the Member in question be provided with a detailed briefing on the matter.

RESOLVED –

- (a) That subject to an appropriate agreement being entered into with the niece of the late Lieutenant Colonel and Mrs Hurst and Leeds Art Fund, the balance of the bequest be transferred to Leeds Art Fund;
- (b) That approval of the terms of the agreement (as referenced in resolution (a)) be delegated to the Chief Officer (Culture and Sport), in consultation with the Chief Officer (Financial Services) and the City

Solicitor, with such an agreement addressing, amongst other things, the following issues:

- the Council being released from any ongoing obligations in respect of the management of the bequest;
- the use of the bequest by Leeds Art Fund going forward; and
- the ownership being retained by the Council of the objects which have already been acquired using the bequest.

- (c) That Councillor A Carter be provided with a detailed briefing on this matter.

(The resolutions detailed within this minute were not subject to the Call In process as they were decisions made on behalf of the Council as the trustee of the bequest rather than in pursuance of the Council's statutory powers).

EMPLOYMENT, SKILLS AND OPPORTUNITY

45 Equality Improvement Priorities Progress Report 2015 - 2016

The Assistant Chief Executive (Citizens and Communities) submitted a report which presented the annual progress achieved against the Council's Equality Improvement Priorities for the period 2015 – 2016. The report also outlined the refreshed Equality Improvement Priority for Adult Social Care and also a new priority for Environment and Housing.

Members welcomed the content of the progress report and specifically thanked the Council's Equality Champions for the significant work which they continue to undertake in this area.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the Equality Improvement priorities annual report for 2015 – 2016, as appended to the submitted report, be endorsed;
- (c) That the refreshed Equality Improvement Priority for Adult Social Care and the new priority for Environment and Housing be approved.

RESOURCES AND STRATEGY

46 Best Council Plan Annual Performance Report 2015/16

The Deputy Chief Executive submitted a report which presented the Best Council Plan (BCP) Annual Performance Report for 2015-16 and which reviewed the Council's performance in delivering each of the six strategic BCP objectives.

Responding to a Member's comments, it was highlighted that the BCP was an effective way of monitoring the Council's performance and identifying those areas where the authority was performing well together with those areas where improvement was needed. Also in respect of performance monitoring, it was noted that following the recent Local Government Association Peer

Review, it was intended that a report on the review's findings be submitted to a future Executive Board for Members' consideration.

RESOLVED –

- (a) That the draft annual performance report, as appended to the submitted report, be received;
- (b) That the progress made against the 2015/16 Best Council Plan objectives, be noted;
- (c) That it also be noted that further design work will take place and that some of the statistics included may change between this draft and the final design version being published as full-year results are finalised.

47 Financial Health Monitoring 2016/17 - Quarter 1

The Deputy Chief Executive submitted a report presenting the Council's projected financial health position for 2016/17 as at the conclusion of Quarter 1. In reviewing the current position of the budget, the report also highlighted potential key risks and variations after the first quarter of the year.

RESOLVED – That the projected financial position of the authority be noted.

48 Capital Programme 2016-2020 Quarter 1 Update

The Deputy Chief Executive submitted a report providing an update on the Council's capital programme as at end of June 2016. The report included an update of capital resources, progress on spend and a summary of the economic impact of the capital programme.

RESOLVED –

- (a) That the injection of £0.44m in relation to Capital Receipts to be utilised by Ward Councillors under the Capital Receipts Incentive Scheme (CRIS), as detailed at Appendix C of the submitted report, be approved;
- (b) That the latest position on the General Fund and HRA capital programmes, be noted.

49 Annual Risk Management Report

The Deputy Chief Executive submitted a report providing an update on the Council's most significant corporate risks and which summarised the arrangements in place to manage them, whilst also highlighting the further associated work planned.

RESOLVED – That the annual risk management report, as detailed within the submitted report, together with the assurances provided on the Council's most significant corporate risks, be noted.

50 Growing the Leeds Digital Economy

The Director of City Development submitted a report regarding the growth of the digital sector in Leeds and the work being undertaken to support and

promote this sector. In addition, the report also sought approval to delegate powers to the Director of City Development in order to build a Tech Hub.

In considering the report, the Board received information regarding the ongoing actions being taken to increase the digital skills base in Leeds.

Responding to an enquiry, the Board received a brief update on the achievements in this field to date. In addition, with regard to the specific details around the development of a Tech Hub, it was noted that further work would be undertaken around such proposals and submitted to the Board for consideration in due course.

RESOLVED –

- (a) That the Leeds Digital Skills Action Plan be endorsed, together with the Council's approach to procuring sector specialists to lead on this, with a view to moving to a model where it is entirely funded by the sector;
- (b) That the success of the Leeds Digital Festival be acknowledged and that support continues to be offered as this becomes an annual event, with continued support also being offered to the Leeds Digital Board and the work it does to promote the sector;
- (c) That the £3.7m grant from Department for Culture, Media and Sport be accepted, and that the injection of the grant into the capital programme be approved;
- (d) That the Chief Officer Economy and Regeneration be requested to work up proposals for a Tech Hub in Leeds, for consideration by Executive Board later in 2016;
- (e) That the Chief Officer Economy and Regeneration be requested, in consultation with the relevant Executive Member, to develop a proposal to support the existing FutureLabs pop up in the short to medium term;
- (f) That the Chief Officer Economy and Regeneration be requested to work up proposals and submit them to Executive Board for supporting the growth of fintech businesses in Leeds, with the aim of developing Leeds as a centre of expertise for cybersecurity, and for Leeds to become a hub for innovation in Blockchain and distributed ledger technologies.

REGENERATION, TRANSPORT AND PLANNING

51 South Bank Regeneration Framework and Leeds Station

The Director of City Development submitted a report which presented details of the South Bank Regeneration Framework, provided an update on the status of work on the Leeds Station and which sought approval to undertake comprehensive public consultation on the framework, the next steps on the HS2 Growth Strategy and also to develop a reference case design for the Leeds Station.

The Board welcomed the submitted report. In addition, Members highlighted the need for the associated consultation exercise to be comprehensive, with due consideration being given to the responses which were received.

RESOLVED –

- (a) That the ambitions for the South Bank and Leeds Station be supported, and that the Director of City Development be requested:-
 - (i) To undertake a three month public consultation exercise on the South Bank Regeneration Framework and associated city centre transport proposals, to commence in August 2016;
 - (ii) To develop the HS2 Growth Strategy, as per the proposals contained in paragraph 3.10 of the submitted report, including a delivery and funding plan to deliver proposals contained within the framework;
 - (iii) To develop, in partnership with others, a single reference case design for Leeds station, which includes the opportunity to phase improvements and consider how third party funding could help deliver change;

- (b) That the Chief Planning Officer be requested to review the Council's South Bank Supplementary Planning Document and policy framework relating to taller buildings in the South Bank, with a view to recommending how the framework may facilitate updates or changes to existing policies;

- (c) That an injection of a £575,000 loan from the West Yorkshire Combined Authority into the Council's Capital Programme be approved, in order to fund the ground remediation to four sites off Bath Road;

- (d) That it be noted that the Director of City Development is responsible for the implementation of such matters, and that it be requested that a further report on these issues be submitted to Executive Board later in 2016.

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

52 Aire Valley Leeds Area Action Plan - Submission Draft

Further to Minute No. 21, 15th July 2015, the Director of City Development submitted a report which provided an update on the progress of the Aire Valley Leeds Area Action Plan (AVLAAP) submission draft, which sought agreement to the content of the 10th May 2016 Development Plan Panel report (as detailed at Appendix 1) and which sought approval to recommend to full Council that the 'Submission Draft' of the Aire Valley Leeds Area Action Plan as appended (which included the Sustainability Appraisal Report and the addendum) be submitted to the Secretary of State for Examination.

RESOLVED –

- (a) That the contents of the 10th May 2016 Development Plan Panel report, as detailed at Appendix 1 to the submitted report, be agreed.
(The Development Plan Panel report detailed: 1) officer responses to representations to the publication draft Aire Valley Leeds Area Action Plan consultation; 2) proposed pre-submission changes to the Publication draft AVLAAP and Sustainability Appraisal; and 3) the process of technical and Background Paper amendments to the documents which will support the plan and form the Submission documents for the Planning Inspectorate);
- (b) That it be recommended to full Council that the ‘Submission Draft’ of the Aire Valley Leeds Area Action Plan (including the Sustainability Appraisal Report and addendum, as appended to the submitted report), be submitted to the Secretary of State for Examination. (The ‘Submission Draft’ was appended to the submitted report along with a consolidated schedule of pre-submission changes);
- (c) That it be noted that the Aire Valley Leeds Area Action Plan has been prepared by officers within the Plans and Policies Group under the direction of the Head of Strategic Planning, and that following Executive Board and Council approval (should this be given), the plan will be submitted to the Secretary of State for Examination by an independent Inspector. It also be noted that an Examination in Public could occur as early as December 2016 and will be resourced by officers from within Plans and Policies Group;
- (d) That the process of technical and background paper amendments to the documents, which will support the plan and form the Submission documents for the Planning Inspectorate (as outlined in paragraph 3.5 of the submitted report), be agreed.

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

(In accordance with the Council’s Executive and Decision Making Procedure Rules, the matters referred to within this minute were not eligible for Call In as the power to Call In decisions does not extend to those decisions made in accordance with the Budget and Policy Framework Procedure Rules, which includes the resolutions above)

53 Consideration of an Award of Grant Funding to Yorkshire County Cricket Club to contribute towards the Redevelopment of the North-South Stand at Headingley Stadium

The Director of City Development submitted a report which sought approval to the award of grant funding of £4m to Yorkshire County Cricket Club (YCCC), as a financial contribution towards the redevelopment of the North-South stand at Headingley Stadium, for the purpose of securing four World Cup Cricket Matches in 2019 and ensuring the ‘Category A’ status of the ground

leading to the award of a new Staging Agreement for the hosting of International Cricket matches in Yorkshire from 2020 onwards.

In considering the submitted report, Members discussed the importance of Headingley Stadium maintaining 'Category A' status and the wide range of benefits it brought to the city and the region. During the discussion, a concern was raised around the principle of the Council providing a grant, rather than a loan to YCCC, whilst also, responding to a further concern, clarification was provided that the proposals detailed within this report were separate from any ongoing planning submissions, and the consideration of this report did not pre-suppose the outcome of any such planning submissions.

Responding to a request, it was highlighted that should the grant be agreed, in addition to the Council retaining a place upon the Board of the Yorkshire Cricket Foundation, further work be undertaken with YCCC with a view to securing further commitment around the provision of associated community and cohesion work being undertaken by YCCC and/or Yorkshire Cricket Foundation.

In conclusion, the clarification provided earlier in the discussion was further reiterated, in that the proposals detailed within this report were separate from any ongoing planning submissions, which would be a matter for the relevant Plans Panels to determine.

RESOLVED –

- (a) That the contents of the submitted report, be noted;
- (b) That the following be approved:-
 - (i) The award of a grant of £4 million to Yorkshire County Cricket Club, which will be used exclusively towards the redevelopment of the North-South stand at Headingley Stadium in order to ensure the hosting of four 2019 Cricket World Cup matches and the retention of YCCC 'Category A' status and the award of a new staging agreement from 2020-2022; and which will be subject to:-
 - (ii) The entry by the Council into a grant agreement with Yorkshire County Cricket Club based on the draft Heads of Terms, as detailed in the appendix to the submitted report;
 - (iii) The settlement of the final terms of the agreement (as referenced in resolution (ii) above) being delegated to the Director of City Development.

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

54 Whitehall Road / Northern Street Junction Improvement

The Director of City Development submitted a report which sought approval of the detailed design and implementation of a junction improvement scheme at Whitehall Road and Northern Street, as indicated in the drawing EP/732227/MIS/25, as appended to the submitted report, at a cost of £2.61m, which would be wholly funded by developer contributions.

RESOLVED –

- (a) That the junction improvement works, as described in the submitted report, be approved, and that the detailed design and implementation of the scheme, as shown on drawing EP/732227/MIS/25 (as appended to the submitted report), be authorised;
- (b) That authority be given to inject a further £2,103,200 into the Capital Programme (noting that £506,800 is already included within the Capital Programme);
- (c) That authority to incur expenditure of £2,610,000 in order to implement the approved scheme, which will be fully funded from private developer section 106 receipts, be approved;
- (d) That it be noted that all remaining decisions relating to detailed design including the proposed Traffic Regulation Orders and the designation of cycle tracks on the public highway will be reported to the Chief Officer (Highways and Transportation) using existing powers under the Officer Delegation Scheme (Part 3, Council Constitution) and as sub-delegated by the Director of City Development.

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

(Councillor A Carter left the meeting at the conclusion of this item)

HEALTH, WELLBEING AND ADULTS

55 Overview of the Health and Care Sustainability and Transformation Plans

The Director of Public Health, the Director of Adult Social Services and the Director of Children's Services submitted a joint report which presented an overview of the emerging health and care Sustainability and Transformation Plans (STP). The report provided the background and context of the Plans and set out the relationship between the Leeds STP and the West Yorkshire STP. Additionally, the report also highlighted some of the areas which would be addressed within the Leeds STP which would add further detail to the strategic priorities, as set out in the recently refreshed Leeds Health and Wellbeing Strategy 2016-2021.

RESOLVED –

- (a) That the approach, as described within the submitted report, for the development of the West Yorkshire and Leeds STPs within the nationally prescribed framework, be endorsed;
- (b) That the key areas of focus for the Leeds STP, as described in the submitted report, and how they will contribute towards the delivery of the Leeds Health and Wellbeing Strategy and the Best Council Plan, be noted;
- (c) That it be noted that the Leeds Health and Wellbeing Board will continue to provide the strategic lead for the Leeds STP;
- (d) That the key milestones, as outlined within the submitted report, together with the work of the officers from the Leeds and health and care partnership who are leading the development of the West Yorkshire STP and the Leeds STP, be noted;
- (e) That staff and resources from Leeds City Council continue to be made available in order to support and inform the development and implementation of the STP both locally and regionally;
- (f) That a further report be submitted to Executive Board in November 2016 which provides an overview of the proposed key changes and impacts outlined within the West Yorkshire STP and Leeds STP following further development through the summer.

ENVIRONMENT AND SUSTAINABILITY

56 Working together to improve domestic waste and recycling practices

The Director of Environment and Housing submitted a report which provided an update on the progress made in developing and implementing the communications and engagement strategy in relation to waste and recycling, and which set out principles to guide the approach and secure behaviour change.

Responding to a Member's enquiries, the Board received further information on the wider context as to the reasons why the communications programme was being undertaken, which had the overriding aim of increasing recycling levels across Leeds and promoting good practice around the management of domestic waste, both for the benefit of the city and the environment.

RESOLVED –

- (a) That the progress made in delivering a programme of co-ordinated communications, marketing and engagement to provide the information, tools and services to support good waste and recycling habits, be noted;
- (b) That approval be given to the targeted use of enforcement powers for persistent and unreasonable waste and recycling behaviours.

DATE OF PUBLICATION: FRIDAY, 29TH JULY 2016

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 5.00 P.M., FRIDAY 5TH AUGUST 2016

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 8th August 2016)

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