



SCRUTINY BOARD (CHILDREN'S SERVICES)

Meeting to be held in Civic Hall, Leeds on
Thursday, 17th September, 2009 at 9.45 am

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

MEMBERSHIP

Councillors

- B Cleasby - Horsforth;
- D Coupar - Middleton Park;
- G Driver - Middleton Park;
- R D Feldman - Alwoodley;
- B Gettings - Morley North;
- W Hyde (Chair) - Temple Newsam;
- G Kirkland - Otley and Yeadon;
- B Lancaster - Moortown;
- K Renshaw - Ardsley and Robin Hood;
- B Selby - Killingbeck and Seacroft;
- E Taylor - Chapel Allerton;

Co-opted Members (Voting)

- Mr E A Britten - Church Representative (Catholic)
- Prof P H J H Gosden - Church Representative (Church of England)
- Mr B Wanyonyi - Parent Governor Representative (Secondary)
- Mr I Falkingham - Parent Governor Representative (Special)
- Mrs S Knights - Parent Governor Representative (Primary)

Co-opted Members (Non-Voting)

- Ms C Johnson - Teacher Representative
- Ms C Foote - Teacher Representative
- Mrs S Hutchinson - Early Years Development and Childcare Partnership
- Ms J Morris-Boam - Leeds VOICE Children and Young People Services Forum Representative
- Ms T Kayani - Leeds Youth Work Partnership Representative

Agenda compiled by:
Guy Close
Governance Services
Civic Hall
LEEDS LS1 1UR
Tel: 24 74356

Principal Scrutiny Advisor:
Kate Arscott
Tel: 24 74189

A G E N D A

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

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| 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 circumstance shall be specified in the minutes.)</p> | |
| 4 | | | <p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members' Code of Conduct.</p> | |
| 5 | | | <p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p> | |
| 6 | | | <p>MINUTES - 9TH JULY 2009</p> <p>To confirm as a correct record the minutes of the meeting held on 9th July 2009.</p> | 1 - 6 |
| 7 | | | <p>QUARTER 1 PERFORMANCE REPORT 2009-10</p> <p>To receive and consider a report from the Head of Policy, Performance and Improvement outlining progress against improvement priorities relevant to the Board at Quarter 1 2009/10.</p> | 7 - 26 |
| 8 | | | <p>CHILDREN'S SERVICES AND THE CHILDREN AND YOUNG PEOPLE'S PLAN UPDATE (SEPTEMBER 2009)</p> <p>To receive a report from the Director of Children's Services which updates the Board on key developments across Children's Services and outlines progress against specific priorities contained within the Children and Young People's Plan.</p> | 27 - 42 |

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| 9 | | | <p>FORMAL RESPONSE TO SCRUTINY RECOMMENDATIONS - EDUCATION STANDARDS - ENTERING THE EDUCATION SYSTEM</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development presenting the formal response to the Board's recommendations on 'Entering the Education System'.</p> | 43 - 50 |
| 10 | | | <p>FORMAL RESPONSE TO SCRUTINY RECOMMENDATIONS - PROTECTING OUR ENVIRONMENT</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development presenting the formal response to the Young People's Scrutiny Forum's third inquiry on 'Protecting our Environment'.</p> | 51 - 62 |
| 11 | | | <p>RECOMMENDATION TRACKING</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development which requests Members to confirm the status of recommendations from previous inquiries.</p> | 63 - 78 |
| 12 | | | <p>WORK PROGRAMME</p> <p>To receive a report from the Head of Scrutiny and Member Development outlining the Scrutiny Board's work programme for the remainder of the current municipal year.</p> | 79 - 120 |
| 13 | | | <p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting of the Board will be held on Thursday 15th October 2009 at 9.45 am with a pre meeting for Board Members at 9.15 am.</p> | |

Agenda Item 6

SCRUTINY BOARD (CHILDREN'S SERVICES)

THURSDAY, 9TH JULY, 2009

PRESENT: Councillor W Hyde in the Chair

Councillors B Cleasby, G Driver, B Gettings,
B Lancaster, K Renshaw and B Selby

CO-OPTED MEMBERS (VOTING):

| | |
|---------------------|---|
| Mr E A Britten | - Church Representative (Catholic) |
| Mr I Falkingham | - Parent Governor Representative (Special) |
| Prof P H J H Gosden | - Church Representative (Church of England) |
| Mrs S Knights | - Parent Governor Representative (Primary) |

CO-OPTED MEMBERS (NON-VOTING):

| | |
|------------------|---|
| Ms C Foote | - Teacher Representative |
| Ms C Johnson | - Teacher Representative |
| Ms J Morris-Boam | - Leeds Voice Children and Young People Services Forum Representative |

14 Chair's Opening Remarks

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

15 Late Items

The Chair admitted to the agenda the draft terms of reference for the Board's inquiry into the implications of population growth for children's services in Leeds. The draft terms of reference were unavailable at the time of agenda despatch and needed to be considered as part of agenda item 11 (Minute No. 22 refers).

16 Declaration of Interests

Councillor Driver declared a personal interest in relation to agenda item 7, Request for Scrutiny – City of Leeds High School, due to being a governor at South Leeds High School (Minute No. 19 refers).

Mrs Knights declared a personal interest in relation to agenda item 7, Request for Scrutiny – City of Leeds High School, due to being a governor at one of the feeder primary schools to City of Leeds High School (Minute No. 19 refers).

Draft minutes to be approved at the meeting
to be held on Thursday, 17th September, 2009

Further declarations of interest were made at later points in the meeting (Minute Nos. 19, 21 and 23 refer).

17 Apologies for Absence

Apologies for absence were submitted by Councillors Dowson, R D Feldman, Kirkland and Taylor; and Co-opted Members: Mrs Hutchinson, Ms Kayani and Mr Wanyonyi.

18 Minutes - 11th June 2009

RESOLVED – That the minutes of the meeting held on 11th June 2009 be confirmed as a correct record.

19 Request for Scrutiny - City of Leeds High School

The Head of Scrutiny and Member Development submitted a report which presented a request for scrutiny received from Councillors Ewens and Pryke relating to consultation on the proposal to close City of Leeds High School and replace it with an academy.

The Chair welcomed to the meeting, Pat Toner, Strategic Manager, Education Leeds and Councillor Ewens, who had been invited to present the request to the Board.

In brief summary, the main highlighted points in submitting the request were:

- Concerns that the methodology was undemocratic.
- Concerns about the lack of consultation other than with governors and staff at City of Leeds High School.
- Concerns about the limited timescale available to respond to the consultation.
- The lack of accountability and transparency in the process.

In response, the Strategic Manager, Education Leeds made the following points:

- Confirmation that 10 organisations wished to be considered as sponsors for Academies in Leeds.
- A number of meetings had taken place, which provided governors with an opportunity to express their views and engage with sponsors.
- Formal consultation was due to commence in September 2009, prior to conclusions being presented to the Executive Board.
- Consultation was taking place citywide and not just limited to the local community.
- The Secretary of State was responsible for determining the sponsor.

Questions and comments were invited and the key issues discussed were:

- Concerns about the lack of consultation prior to the March 2009 Executive Board.
- Concerns that the process was being forced through in order to meet government targets.
- Concerns about the consultation process across all schools in Leeds.
- Concerns that the uncertain future surrounding City Leeds High School, was having a negative effect on school in-take.

RESOLVED – That the Board establish a working group relating to the consultation process for school organisation proposals.

(Councillor Selby declared a personal interest in this item due to Parklands Girls' High School being in his ward).

20 Scrutiny Inquiry - 14-19 Education Review

Further to Minute No. 127 of the meeting held on 7th May 2009, the Head of Scrutiny and Member Development submitted a report which updated Members on progress with the 14-19 education review.

A copy of the terms of the reference was appended to the report for the Board's information.

Pat Toner, Strategic Manager, Education Leeds, attended the meeting and responded to Members' questions and comments.

In brief summary, the main areas of discussion were:

- Developing proposals for area committees to influence priorities relating to children's services and learning provision.
- Developing the role of corporate carers and themed champions.
- Acknowledging the needs of young people with social, emotional and behavioural difficulties.

RESOLVED – That subject to the above comments, the report and information appended to the report be noted.

21 Leeds Strategic Plan Performance Report for Quarter 4 2008/09

Further to Minute No. 111 of the meeting held on 1st April 2008, the Head of Policy, Performance and Improvement submitted a report which presented the quarter four performance results for Children's Services.

The following information was appended to the report:

- Children's Services Action Tracker Summary (Quarter 4 2008/09);
- Action Tracker Guidance and Children's Services Action Trackers (Quarter 4 2008-09); and
- Children's Services Performance Indicator Report (Quarter 4 2008-09).

The Chair welcomed to the meeting Councillor Golton, Executive Member (Children's Services) and Councillor Harker, Executive Member (Learning).

In addition, the following representatives attended the meeting:

- Keith Burton, Deputy Director of Children's Services;
- Peter Storrie, Head of Performance and Information, Education Leeds;
- Nicola Engel, Head of Policy and Performance, Learning and Leisure;
and
- Joedy Greenhough, Principal Policy and Performance Officer,
Children's Services.

Key performance issues were highlighted and in brief summary the main areas of discussion were:-

- Acknowledgement of work being undertaken to reduce teenage conception.
- Concern about the figures for narrowing the gap (PI ref: NI92 and NI93) and the need to spread good practice across all extended services clusters.
- Ongoing concern about the NEET group. It was suggested that the Board hear from the new provider at some point in the future.
- Concern about primary school obesity and the need to ensure that appropriate safeguarding was in place.
- Concern about the percentage of half days missed in primary and secondary schools (Ref: BV-45 & BV-46). The Board was particularly concerned about persistent absenteeism and the need for a more sophisticated breakdown of statistics.
- Concern about schools that had stayed open in last year's bad weather being penalised in attendance statistics.
- Concern about the threshold for reviewing cases of school absence and the need for greater consistency in ensuring that the most serious cases were dealt with first.
- Confirmation that measurement of GCSE attainment by pupils with special educational needs was not at the expense of meeting the appropriate curriculum needs of this group of pupils (Ref: NI 105).

RESOLVED – That the report and information appended to the report be noted.

(Councillor Lancaster declared a personal interest in this item due to being LEA Governor (Vice-Chair) at Carr Manor High School).

(Mrs Knights declared a personal interest in this item due to being a Foster Carer and Member of the Leeds Admissions Forum).

22 Youth Service user and non-user surveys 2009

Further to Minute No. 125 of the meeting held on 7th May 2009, the Director of Children's Services submitted a report which presented the results of the Youth Service user and non-user surveys 2009.

The following representatives from Children's Services attended the meeting and responded to Members' questions and comments:

- Keith Burton, Deputy Director of Children's Services;
- John Bradshaw, Curriculum Development Manager; and
- Jean Davey, Principal Youth Officer.

Councillor Harker, Executive Member (Learning) was also in attendance.

In brief summary, the key areas of discussion were:

- Concern about how the surveys were presented and the type of questions raised.
- The need for greater engagement with non-users of youth service provision, particularly through developing work with schools to promote services.
- Issues relating to confidence levels in surveys, and the appropriate number of responses required.
- The need to improve transport provision for young people with special educational needs to access youth provision.
- The role of area committees in shaping local provision.

RESOLVED – That the report and consultation findings be noted.

(Ms Morris-Boam left the meeting at 12.16 pm, Councillor Lancaster at 12.23 pm and Councillor Selby at 12.29 pm, during the consideration of this item).

23 Draft Terms of Reference for Scrutiny Inquiry - Population Growth

The Head of Scrutiny and Member Development submitted a report which invited the Board to agree terms of reference for the Board's inquiry into the implications of population growth for children's services in Leeds. The draft terms of reference had been submitted for Members' consideration.

The Board was advised that the Scrutiny Board Procedure Rules Guidance Notes required that before embarking on an inquiry, the Board considered the views of the relevant Director and Executive Member. This inquiry had been requested by the Executive Member and Director of Children's Services. No further comments on the draft terms of reference were reported.

In brief summary, the main areas of discussion were:

- The impact of the rise in population and the need to identify areas of concern.
- The impact on school places in some parts of the city.

RESOLVED –

- (a) That the report and information appended to the report be noted; and
- (b) That the terms of reference for the inquiry be approved.

(Mr Falkingham declared a personal interest in this item due to being a Member of the Leeds Admissions Forum).

24 Work Programme

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

Appended to the report for Members' information was the current version of the Board's work programme, an extract from the Forward Plan of Key Decisions for the period 1st July to 31st October 2009, which related to the Board's remit, together with the minutes from the Executive Board meeting held on 17th June 2009.

In addition to work already agreed in June, the following areas of work were agreed:

- 21st Century Schools and Rose review (combined into a single inquiry with a primary focus)
- City of Leeds Request (The Principal Scrutiny Adviser agreed to e-mail the Board to establish Members interested in serving on this working group).

The Chair informed Members that there might be an opportunity to programme other potential areas for scrutiny later in the year.

RESOLVED – That the Board's Principal Scrutiny Advisor be requested to update and timetable the Board's work programme with a view to incorporating the above inquiries and areas of work.

25 Date and Time of Next Meeting

Thursday 17th September 2009 at 9.45 am with a pre-meeting for Board Members at 9.15 am.

(The meeting concluded at 1.05 pm).



Originator: Marilyn Summers

Tel: 395 0786

Report of the Head of Policy, Performance and Improvement

Meeting: Children's Services Scrutiny Board

Date: 17th September 2009

Subject: Quarter 1 Performance Report 2009-10

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. This report discusses the key performance issues considered to be of corporate significance identified for specific services related to Children's Services as at 30th June 2009. The issues discussed in this report have been identified because performance in these areas impacts upon one of the following, the delivery of our corporate priorities, performance against the National Indicator set which will be reflected in our CAA judgement or, the lack of assurance relating to data quality.

The performance issues highlight that the number of referrals which Children and Young People's Social Care are dealing with is 28% higher than a year ago and it is clear that staff are having to deal with a considerable increase in workload which is putting additional pressure on the performance of NI 59 and NI 60. This is in line with national trends.

The report also highlights areas where there are concerns as to the quality of data provided particularly in relation to the indicators which contribute to measuring the outcomes for Looked After Children.

1.0 Purpose Of This Report

1.1 The purpose of this report is to present the key areas of performance at the end of Quarter 1 (1st April – 30th June 2009).

2.0 Background Information

2.1 This 'highlight report' has been prepared in readiness for the Accountability process, which included the CLT meeting on 18th August, Leader Management Team on 20th August 2009 and the Scrutiny Boards in the September cycle.

2.2 The issues discussed in this report have been identified because performance in these areas impacts upon one of the following, the delivery of our corporate priorities, performance against the National Indicator set which will be reflected in our CAA judgement or the lack of assurance relating to data quality.

2.3 The overall CAA judgement includes a specific judgement on the performance of Children's Services. This judgement will be made using the new CAA Ofsted inspection framework, which was published on 13th May 2009. In summary, this includes judgments across three blocks:

Block A: Ofsted judgements on 'settings' including schools, nurseries, residential homes, etc.

Block B: New inspections – 'unannounced' on contact, referral and assessment and 'announced' on looking after children and safeguarding.

Block C: Performance against relevant indicators from the national indicator set.

With the above information Ofsted will judge Children's Services' overall performance. This judgement will then contribute to the wider CAA judgement.

3.0 Main Issues

3.1 Children's Services Performance Issues

This report provides an overview of the performance of a number of Children's Services performance indicators at quarter 1.

Safeguarding

During this quarter, performance against 3 Children's Social Care indicators, NI 59, NI 60 and LSP- HW2b(i), declined and one indicator, NI 66, was noted as giving cause for concern. Whilst individual explanations of performance are provided, it is also important to look at these indicators collectively in order to understand the performance interdependencies between them.

NI 59 - Percentage of initial assessments within 7 working days of referral. The end of year result for 08/09 was 76.5%, however this fell to 68.7% in Q1 09/10. This fall in performance is a result of the increase in the number of referrals the service is now dealing with, which is 28% higher than a year ago. This surge reflects a

national trend in referrals. In addition to this, current audit work has identified a need for additional initial assessments to be undertaken and is creating further pressure on workloads.

As part of the transformation programme, a project is being undertaken with the Contact Centre and partner agencies to screen referrals to ensure children's needs are being handled by the right agency at the right time. The outcome of this project is likely to result in a significant drop in the number of inappropriate referrals to Children's Social Care enabling the service to spend more time on initial assessments for children that do meet the service's thresholds. A Social Care team manager is now based at the Contact Centre to implement this work. Initial findings of this project have resulted in the development of a triage system of a multi-agency team which is reporting to CSLT.

NI 60 - Percentage of core assessments that were completed within 35 working days of their commencement. The end of year result for 08/09 was 83.3%, however in Q1 09/10 this fell to 79.4%. Once again this drop in performance is a result of the overall increase in referrals and staff having to respond to significantly larger workloads. The audit work will potentially increase this pressure further. The service is working to improve the quality of its core assessments by providing additional training and guidance to staff and by putting into place more robust quality assurance arrangements. In addition, the Business Process Re-engineering Team is working to streamline processes from end to end to support the effectiveness of service delivery.

NI 66 - Looked after children cases which were reviewed within required timescales. Last year's result was 78.3% and the Q1 08/09 position is 89.0%. Whilst this is a significant improvement on 08/09 performance, the cumulative nature of this indicator means that once a review has been missed it cannot be recovered and therefore even at this stage in the year it is possible to predict that the year end target will not be met. The service is, however, striving to improve performance despite the recent increases in the number of looked after children. The service's restructure and revised processes will enable this improvement.

LSP - HW2bi - Number of looked after children. By the end of 08/09 there were 1,255 looked after children. In Q1 2009/10 this figure rose to 1,292 as 50 children were taken into care in May. Over the quarter, there was a net increase of 37 looked after children. The increase in the number of looked after children in Leeds mirrors a national trend. The high number of admissions in May triggered a detailed analysis of the reasons and thresholds around these admissions and the plans for the children involved. This work is ongoing and progress will be reported on a regular basis to Children Social Care's Senior Leadership Team and CSLT.

Increases in the number of looked after children has subsequent effects on the performance of other indicators as seen above and puts further pressure on the budget position of the service. It is therefore clear that effective management of the contact, referral and assessment process is essential to improving performance against these indicators. Since the end of quarter 1 there has been an unannounced inspection which has confirmed the need to improve referral and assessment processes and remedial actions are set out in the Referral and

Assessment Inspection Action Plan. An updated action plan can be provided if required.

Outcomes for looked after children

During this quarter, performance against 2 LAC outcome indicators, CYPP-P1-6 and CYPP-P1-7, relating to health needs assessments and dental checks, declined. Health needs assessments and dental checks were two of the issues highlighted as needing attention in the 2008 APA.

CYPP-P1-6 - Performance on up to date health needs assessment has seen a deterioration at quarter 1. Performance at the end of 08/09 was 84.1% whilst performance in Q1 09/10 was 79.2%. During Q2 the improvements have been made to address poor performance:

- Health staff being trained to input HNA data directly into ESCR. From September 2009, health staff will be expected to routinely input first HNAs within 2 weeks of assessment, which should improve data accuracy.
- LAC Health teams are now scheduling assessments without waiting for a trigger from Children Social Care which enables better planning.
- Pediatrician vacancies which prevented some HNAs being scheduled as planned during Q1, have now been resolved following recruitment.
- Children Social Care are undertaking some detailed analysis on a team and area basis to resolve data cleansing issues, identify any areas of poor performance and put action plans into place.

CYPP-P1-7 - In terms of dental checks, there has also been a downturn in performance at quarter 1. Performance at the end of 08/09 was 78.3 % whilst performance in Q1 09/10 was 67.1%. To address this, at their health needs assessment all children who have not seen a dentist within the last 6/12 months (under 5/ over 5) are referred to the Community Dental Service thereby assuring access to primary dental care. Recording of dental checks is also being improved to ensure a consistent approach is applied within teams. In addition, carers of adopted and fostered children will be reminded of their responsibility for appointments and attendance.

3.2 Data Quality

3.2.1 We are currently undertaking a review of the criteria used to inform the data quality judgements that are included in Accountability reports for each performance indicator. The process that we are using to drive these changes is the one that has been successfully adopted by our core city benchmarking partner, Sheffield City Council.

3.2.2 Our objective is to work closely with directorates and partners in order to adopt a more robust, consistent and over-arching approach that provides a wider based

data quality judgement. This will be an improvement on our current process which is mainly focused on completion of the data quality checklists alone.

4.0 Implications For Council Policy And Governance

4.1 Effective performance management enables elected members and senior officers to be assured that the council is making adequate progress and provides a mechanism for them to challenge performance where appropriate. Effective performance management also forms a key element of the organisational assessment under the Comprehensive Area Assessment introduced in April 2009. The CAA examines and challenges of the robustness and effectiveness of our corporate performance management arrangements.

4.2 Our approach to performance management could improve policy making and decision making by making better use of the existing information in relation to the services the council provides either on its own or in partnership.

5.0 Legal And Resource Implications

5.1 There are no specific legal or resource implications of this report.

6.0 Conclusions

6.1 This report and the attached appendix highlights the key concerns in relation to Children's Services performance and data quality. As set out above the number of referrals which Children and Young People's Social Care are dealing with is 28% higher than a year ago and it is clear that staff are having to deal with a considerable increase in workload which is putting additional pressure on the performance of NI 59 and NI 60. In response to the unannounced inspection which confirmed the need to improve referral and assessment processes, remedial actions have been put in place and are set out in the Referral and Assessment Inspection Action Plan.

7.0 Recommendations

That the Children's Services Scrutiny Board note the Quarter 1 performance information and highlight any areas for further scrutiny.

Background Papers

- Leeds Strategic Plan
- Children and Young People's Plan (2009 – 2014)

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Accountability Reporting Guidance

| Column Title | Description | | | | | | |
|--|---|---|-------------|--|---------------|--|----------------------|
| PI Type | <p>The PI Type column describes which basket each indicator belongs to. A basket is a set of indicators which we use to report on progress relating to different plans or frameworks, such as the Leeds Strategic Plan.</p> <p>Leeds Strategic Plan Government Agreed - These indicators show progress against the Leeds Strategic Plan and also form our Local Area Agreement.</p> <p>Leeds Strategic Plan Partnership Agreed - These indicators are the locally agreed priorities included in the Leeds Strategic Plan.</p> <p>Business Plan - These are indicators that form part of the Council Business Plan.</p> <p>National Indicator - These indicators are part of the set that are used to measure local government performance.</p> <p>Local Indicator - These are local key indicators for Leeds set by specific service areas.</p> | | | | | | |
| Reference | Each indicator has a unique reference number. | | | | | | |
| Title | This is the title given to the indicator. | | | | | | |
| Service | The service column identifies which team within the Council is responsible for service delivery, monitoring the performance and data quality of each indicator. | | | | | | |
| Frequency & Measure | <p>The top line in this column identifies how often we collect this information. This may be every month, every three months (quarterly) or once a year (annually). We only report annual indicators at the end of quarter 4 (after the end of March).</p> <p>The second line in this column identifies what measure we use to check on progress. For example, we might measure this result in the number of days or weeks we should take to finish something, such as a planning application. In another case, we might measure the percentage, such as the percentage of enquiries we respond to within five minutes.</p> | | | | | | |
| Rise or Fall | The good performance column identifies if the results should go up or down to show whether we are doing well. For example, if this is set to rise, you would expect the figures to increase. | | | | | | |
| Baseline | The baseline column provides a base result for the indicator against which progress can be measured. This is usually based on performance at a specific time in the past. E.g. a previous year. | | | | | | |
| Last Year Result | This column displays the result at the end of the previous financial year (31 March 2009). | | | | | | |
| Target | This column shows the target we have agreed for this financial year. | | | | | | |
| Quarter | This column identifies the result at the end of the quarter. | | | | | | |
| Predicted Full Year Result | <p>Directorates use this column to show how well they expect to do at the end of the year. They forecast this position depending on the current performance of each indicator. This figure may change each quarter depending on the performance over time of the indicator. We use this figure as one method to inform whether an indicator is red, amber or green.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">The green light shows that the Directorate predicts this indicator WILL meet its target. The Directorate uses current performance information to make this forecast.</td> <td style="width: 20%; text-align: center; background-color: #90EE90;"> </td> </tr> <tr> <td>An amber traffic light shows that the Directorate predicts this indicator will not meet its target. However, the performance for this indicator is still acceptable and will not result in significant problems. The Directorate uses current performance information to make this forecast.</td> <td style="text-align: center; background-color: #FFD700;"> </td> </tr> <tr> <td>The red light shows that the Directorate predicts this indicator WILL NOT meet its target at the end of the year. The Directorate uses current performance information to make this forecast.</td> <td style="text-align: center; background-color: #FF0000;"> </td> </tr> </table> | The green light shows that the Directorate predicts this indicator WILL meet its target. The Directorate uses current performance information to make this forecast. | | An amber traffic light shows that the Directorate predicts this indicator will not meet its target. However, the performance for this indicator is still acceptable and will not result in significant problems. The Directorate uses current performance information to make this forecast. | | The red light shows that the Directorate predicts this indicator WILL NOT meet its target at the end of the year. The Directorate uses current performance information to make this forecast. | |
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| An amber traffic light shows that the Directorate predicts this indicator will not meet its target. However, the performance for this indicator is still acceptable and will not result in significant problems. The Directorate uses current performance information to make this forecast. | | | | | | | |
| The red light shows that the Directorate predicts this indicator WILL NOT meet its target at the end of the year. The Directorate uses current performance information to make this forecast. | | | | | | | |
| Data Quality | <p>To know we can rely on the information in these reports, it has to be of good quality. Directorates use this column to identify indicators where they have concerns about the quality of the information or data in the report. If a Directorate has Some or Significant concerns regarding Data Quality there will be an explanation in the comments field.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">No Concerns indicates that the Directorate has signed off the data as accurate.</td> <td style="width: 20%; text-align: center; background-color: #90EE90;">No Concerns</td> </tr> <tr> <td>If Some Concerns has been chosen, the Directorate has concerns about the data and are working to ensure it is accurate and reliable.</td> <td style="text-align: center; background-color: #FFD700;">Some Concerns</td> </tr> <tr> <td>If Significant Concerns has been chosen, the Directorate thinks that the quality of the data may not be good or that maybe they have not got the correct data.</td> <td style="text-align: center; background-color: #FF0000;">Significant Concerns</td> </tr> </table> | No Concerns indicates that the Directorate has signed off the data as accurate. | No Concerns | If Some Concerns has been chosen, the Directorate has concerns about the data and are working to ensure it is accurate and reliable. | Some Concerns | If Significant Concerns has been chosen, the Directorate thinks that the quality of the data may not be good or that maybe they have not got the correct data. | Significant Concerns |
| No Concerns indicates that the Directorate has signed off the data as accurate. | No Concerns | | | | | | |
| If Some Concerns has been chosen, the Directorate has concerns about the data and are working to ensure it is accurate and reliable. | Some Concerns | | | | | | |
| If Significant Concerns has been chosen, the Directorate thinks that the quality of the data may not be good or that maybe they have not got the correct data. | Significant Concerns | | | | | | |
| Comments | The comments for each indicator should explain why performance varies. They should also highlight if there are any problems with the quality of the data and what steps the Directorate is taking to improve it. This section will also focus on what will be done to improve the actions and state what outcomes they have achieved. | | | | | | |

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Please note the performance report for Children services has been broken down to report the ten priorities in the Children and Young People Plan and indicators which are not included in the plan. It is important to note not all priorities will be reported every quarter as the reporting periods vary for the indicators which sit under each priority.

Priority 1 – Improving outcomes for looked after children

Priority 2 – improving attendance and reducing persistent absence from schools

Priority 3 – improving early learning and Primary Outcomes in deprived areas

Priority 4 - Providing places to go and things to do

Priority 5 – Raising the proportion of young People in education or work

Priority 6 – Reducing child poverty

Priority 7 – Reducing Teenage Conception

Priority 8 – Reducing the need for children to be in care.

The following two priorities support the above and are not reported the Children's Performance report

Priority 9 - Strengthening Safeguarding

Priority 10 - Integrated Working

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|---|---|--|---|---------------------|--------------|----------|------------------|--------|-------------------|----------------------------|---|--|
| CYPP Priority - 1. Improving outcomes for LAC | | | | | | | | | | | | |
| 1 | Ni 61 | Timeliness of placements of looked after children for adoption following an agency decision that the child should be placed for adoption | Children and Young People's Social Care | Quarterly % | Rise | 81.4% | 87.3% | 85.0% | 92.3% (12/13) | 92.3% | Yes | Some concerns in year but subject to data validation at Q4 |
| Performance against this indicator remains strong and has improved substantially since last quarter and is well above the statistical neighbour average for 2007/8. | | | | | | | | | | | | |
| 2 | Leeds Strategic Plan - Partnership Agreed | Stability of placements of looked after children: length of placement | Children and Young People's Social Care | Quarterly % | Rise | 70.5% | 71.3% | 75.0% | 72.9% (390/535) | 72.9% | Yes | Some concerns in year but subject to data validation at Q4 |
| The Q1 result shows there has been a year on year improvement. This year's target is ambitious particularly as performance is within the top quartile based on 07/08 data and compares well with both statistical neighbours and the national average. However, the increasing number of looked after children is likely to impact on this indicator going forward during the rest of the year. | | | | | | | | | | | | |
| | NI 66 | Looked after children cases which were reviewed within required timescales | Children and Young People's Social Care | Quarterly % | Rise | 66.3% | 78.3% | 90.0% | 89% (1,170/1,314) | 89.0% | Yes | Some concerns in year but subject to data validation at Q4 |
| Quarter 1 performance shows and improvement on the 08/09 full year result although predicted performance for the current year is slightly below target. | | | | | | | | | | | | |
| The service is being restructured which will provide additional capacity. Business Process Re-engineering is now being implemented to deliver improved processes. | | | | | | | | | | | | |
| It should be noted that because this indicator is cumulative and missed reviews cannot be recovered - it will not now be possible to meet the target for 09/10, however, the service will still be striving to improve processes as indicated above. | | | | | | | | | | | | |
| 4 | CYPP | Percentage of looked after children who participate in their review. | Children and Young People's Social Care | Quarterly % | Rise | 81.1% | 78.6% | 95.0% | 88.6% (487/550) | 88.6% | Yes | Some concerns in year but subject to data validation at Q4 |
| Performance has improved in Quarter 1 compared to the 08/09 year end result. The improvements reflect changes in practice which are currently being implemented but clearly more work is required to embed these. The increasing number of looked after children is also having an impact on performance. | | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|--|-----------|---|---|---------------------|--------------|----------|------------------|---------|-------------------|----------------------------|---|--|
| 5 | CYPP-P1-6 | Percentage of looked after children with up to date health needs assessment | Children and Young People's Social Care | Quarterly % | Rise | 72.0% | 84.1% | 90.0% | 79.2% (780/1,035) | 85.0% | Yes | Some concerns in year but subject to data validation at Q4 |
| <p>The need to improve performance in this area was highlighted in the 2008 APA. Although performance on up to date health needs assessment has seen a deterioration at quarter one, steps are being taken to ensure accurate recording takes place. We are confident that Q2 performance will show positive progress towards the target.</p> | | | | | | | | | | | | |
| 6 | CYPP-P1-7 | Percentage of looked after children with an up to date dental check. | Children and Young People's Social Care | Quarterly % | Rise | 78.0% | 78.3% | 90.0% | 67.1% (693/1,032) | 79.0% | Yes | Some concerns in year but subject to data validation at Q4 |
| <p>The need to improve performance in this area was also highlighted in the 2008 APA. In terms of dental checks, there has also been a downturn in performance at quarter 1, however steps are being taken to ensure improvements in this area are being made and we are confident that Q2 performance will show positive progress against the target.</p> | | | | | | | | | | | | |
| <p>Priority - 4. Places to go, things to do</p> | | | | | | | | | | | | |
| Local Indicator | LKI-IYSS6 | Number of children and young people involved in positive activities through the Target Activity Programme (TAP) | Early Years and Youth Service | Quarterly Number | Rise | 3,826 | 3,826 | 3,000 | 927 | 3,000 | Yes | Checklist completed, no concerns highlighted, but additional supporting comments required. |
| <p>Performance this quarter has achieved 30% of the year end target. Performance is a result of timely returns for projects which are directly managed by the Out of Schools Activities Team. This performance is likely to be maintained as the majority of funded projects will be delivered during the remainder of the year (particularly during the summer period). Data has been gathered electronically from the Universal Management Information System which is used by the Crime Prevention Partnership in Leeds and through manually counting monitoring returns.</p> | | | | | | | | | | | | |
| Local Indicator | LKI-IYSS8 | The number of positive activities in which Breeze card holders participate. | Early Years and Youth Service | Quarterly Number | Rise | 423,174 | 423,174 | 500,000 | 119,143 | 500,000 | Yes | No Concerns with data |
| <p>When setting the target for 2009/10 it was taken into account that from April 2009 leisure centres will be offering free casual swims to all young people with a Breeze card, therefore actively encouraging sign-up of Breeze card to everyone attending these sessions.</p> | | | | | | | | | | | | |
| <p>The quarter 1 result has made good progress towards meeting the year end target. Performance for this measure usually peaks during quarter 2 as the vast majority of Breeze events take place over the 6 week summer holidays. Data has been provided from Leisure Centre activities, libraries and Breeze International Youth Festival.</p> | | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|--|---------------|---|---|---------------------|--------------|-----------------|------------------|-----------------|-----------------|----------------------------|---|-----------------------|
| 9 | LKI-HYSS9 | Number of Breeze Card holders | Early Years and Youth Service | Quarterly Number | Rise | 104,000 | 104,000 | 116,000 | 112,307 | 116,000 | Yes | No Concerns with data |
| <p>This is the first year this indicator is being reported corporately. The service has used data from 2008/09 to inform the baseline. When setting the target for 2009/10 it was taken into account that from April 2009 leisure centres will be offering free casual swims to all young people with a Breeze card (in order to access these swims, children and young people need to have a Breeze card).</p> <p>Quarter 1 performance has exceeded expectation and is only 3,693 short of the year end target. This performance is a result of four key factors: 1) the impact of the government's free swims initiative; 2) promotional work with the Youth Service; 3) the need to have a Breeze card to gain access to summer Breeze activities and events and receive discounts at leisure centres and other venues; and 4) the fact that take up is always higher in Quarter 1 and Quarter 2 in preparation for the school holidays.</p> | | | | | | | | | | | | |
| <p>CYPP Priority - 5. Raising the proportion of YP in education or work</p> | | | | | | | | | | | | |
| 10 | NI 45 | Young offenders' engagement in suitable education, training and employment | Youth Offending Service | Quarterly % | Rise | 68.2% | 76.2% | 77.0% | 77.7% (271/349) | 78.2% | Yes | No Concerns with data |
| <p>At quarter 1 Leeds YOS remains one of the best performing in the area of education training and employment provision. Leeds performance is higher than national, regional and statistical neighbours.</p> <p>Improvements in performance have been driven by investment in information and performance systems, and a focus on improving the educational provision for young people over the age of 16 through assessment planning and interventions with an emphasis on ETE provision.</p> | | | | | | | | | | | | |
| <p>CYPP Priority - 8. Reducing the need for children to be in care</p> | | | | | | | | | | | | |
| 11 | LSP-HW2B(1) A | Number of looked after children (Numerical) | Children and Young People's Social Care | Quarterly Numerical | Fall | 1,281 | 1,255 | 1,031 | 1,292 | 1,292 | Yes | No Concerns with data |
| 12 | LSP-HW2B(1) B | Number of children looked after and rate per 10,000. This figure excludes unaccompanied asylum seeking children. (Rate) | Children and Young People's Social Care | Quarterly Number | Fall | 83.8 Per 10,000 | 82.1 Per 10,000 | 67.5 Per 10,000 | 84.6 Per 10,000 | 84.6 Per 10,000 | Yes | No Concerns with data |
| <p>The number of looked after children has increased compared to last year and remains high in Leeds when compared to statistical neighbours and the national average. In May there were 50 admissions into care and this very high rate has triggered a detailed analysis of the reasons and thresholds around these admissions, and the plans for the children involved. The findings of this study will be reported in August and the results will be used to better inform the likely full year result. However, the increase in the numbers of looked after children in Leeds mirrors a national trend. Clearly this increase will have a number of subsequent effects on our performance against other indicators including timeliness of reviews and adoptions as well as the budget position for the service.</p> | | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|---|--------------------|-----------|---|---|--------------|----------|----------------------------------|-----------------|--------------------------|----------------------------|---|-----------------------|
| CYPP Priority - 9. Strengthening safeguarding | | | | | | | | | | | | |
| 13 | National Indicator | NI 59 | Percentage of initial assessments within 7 working days of referral | Children and Young People's Social Care | Quarterly % | Rise | 79.9% | 80.0% | 68.7% (666/969) | 68.7% | Yes | No Concerns with data |
| <p>Performance has deteriorated since the last quarter due to an increase in the number of referrals the service is now dealing with -28% higher than a year ago. This reflects a national trend of increased referrals.</p> <p>As part of the C&YPSC transformation programme, a project is being undertaken with the contact centre and partner agencies to screen referrals to ensure children's needs are handled by the right agency at the right time. The impact of this will be a reduction in the number of inappropriate referrals to the service thereby allowing the service to spend more time on initial assessments for children that meet the service's thresholds. A team manager is now based at Contact Leeds to implement this work and the initial results of this work is the development of a triage system for dealing with referrals.</p> <p>Current audit work has identified a need for additional initial assessments to be undertaken and is creating a further workload pressure. In the short term this is likely to impact negatively on the performance of this indicator.</p> | | | | | | | | | | | | |
| 14 | National Indicator | NI 60 | The percentage of Core Assessments that were completed within 35 working days of their commencement | Children and Young People's Social Care | Quarterly % | Rise | 77.4% | 84.0% | 79.4% (143/180) | 79.4% | Yes | No Concerns with data |
| <p>Performance has deteriorated compared to the last quarter as the overall increase in the numbers of referrals is having an impact on this indicator and staff are having to respond to significantly increased workloads.</p> <p>The service is working to improve the quality of core assessments through its service transformation programme. This will include additional training and guidance for staff and more robust quality assurance arrangements being put in place. In addition, the Business Process Re-engineering (BPR) team is working to streamline processes from end to end to support effectiveness of service delivery.</p> <p>The audit work that has identified a need for additional initial assessments to be undertaken is creating a further workload pressure which in the short term this is also likely to impact negatively on the performance of this indicator.</p> | | | | | | | | | | | | |
| 15 | CYPP | CYPP-P9-1 | Ofsted Judgement on the quality of Leeds' Fostering service | Children and Young People's Social Care | Annually | Rise | Inadequate | Satisfactory | Inadequate | Satisfactory | Yes | No Concerns with data |
| <p>At Q1 this was inadequate. The action plan has been implemented. In Quarter 2 the service was inspected by Ofsted and the result attained was satisfactory which meets the target for this indicator. The report detailing the inspection will be published soon.</p> | | | | | | | | | | | | |
| 16 | CYPP | CYPP-P9-2 | Ofsted Judgement on the quality of Leeds Private Fostering | Children and Young People's Social Care | Annually | Rise | Inadequate | Satisfactory | Inadequate | Inadequate | Yes | No Concerns with data |
| <p>This inspection in 2008 was part of a time-limited piece of national inspection activity around this theme. There are no plans to re-inspect private fostering in any LAs so this judgement will stand. Ofsted will review this aspect in future as part of their 'announced' inspection of Looked after Children and Safeguarding.</p> | | | | | | | | | | | | |
| 17 | CYPP | CYPP-P9-3 | The proportion of residential homes judged by Ofsted to be good or better | Children and Young People's Social Care | Quarterly | Rise | 69% (9 out of 13 homes (2008/09) | 100% = 13 Homes | 77% (10 out of 13 homes) | 77% (10 out of 13 homes) | Yes | No Concerns with data |
| <p>The overall performance at recent inspections has improved with a number of residential homes improving their ratings. However one home which was previously judged as satisfactory has fallen to inadequate. An action plan is in place to address the concerns raised. In addition to this all homes now have an improvement plan in place to ensure standards are maintained and improved.</p> | | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|--|-----------|---|-----------|---------------------|--------------|----------|------------------|--------|----------------------|----------------------------|---|--|
| Other key PI, but not allocated to any of the 10 priorities | | | | | | | | | | | | |
| 18 | Ni 53A | Coverage of breast-feeding at 6-8 wks from birth (Breastfeeding coverage) | Leeds PCT | Quarterly % | Rise | 89.0% | 89.0% | 90% | 88.78% (2,097/2,362) | 90% | Yes | Checklist completed, no concerns highlighted, but additional supporting comments required. |
| The result has equalled the 2008/09 full year result and it is envisaged the 2009/10 target will be met by the end of the year. This performance is a result of ongoing improvements in the recording of information relating to breastfeeding status. | | | | | | | | | | | | |
| 19 | Ni 53B | Prevalence of breast-feeding at 6-8 wks from birth (Breastfeeding prevalence) | Leeds PCT | Quarterly % | Rise | 41.0% | 41.0% | 42.0% | 41% (959/2,362) | 42.0% | Yes | Checklist completed, no concerns highlighted, but additional supporting comments required. |
| The result has equalled the 2008/09 full year result and it is envisaged the 2009/10 target will be met by the end of the year. Work is ongoing to identify areas with low levels of prevalence and resources are being targeted to increase levels of breastfeeding in those areas. | | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|--|-----------|---|-----------------|---------------------|--------------|----------|------------------|--------|---------------|----------------------------|---|--|
| Not in CYPP | | | | | | | | | | | | |
| 20 National Indicator | NI 88 | Number of extended schools | Education Leeds | Quarterly % | Rise | 42% | 80% | 85% | 85% (225/265) | 85% | Yes | No Concerns with data |
| Leeds continues to make very good progress in the delivery of extended services with 85% of schools providing access to the Full Core Offer (FCO). This represents 225 schools. Plans are in place to engage the remaining schools that do not yet provide the full core offer. The review of the SILCs in Leeds will help to ensure that all specialist settings establish full core offer provision. We are also working in partnership with Children's Services to resolve any issues with childcare capacity that are holding back compliance with the full core offer. The target for the 2009/10 financial year relates to the percentage level in September 2009, as this is when the TDA undertake their main audit. | | | | | | | | | | | | |
| 21 National Indicator | NI 103A | Special Educational Needs - statements issued within 26 weeks -A) Percentage of final statements of special education need issued within 26 weeks excluding exception cases as a proportion of all such statements issued in the year. | Education Leeds | Quarterly % | Rise | 91.8% | 91.8% | 100.0% | 76% (19/25) | 76.0% | Yes | No Concerns with data |
| This result equates to 19 statements issued in Quarter 1 out of a possible 25 that were not exceptions. The late issuing of statements has tended to be caused by late receipt of advice and parental objections which delayed statements being made final. A number of complex cases were dealt with during the quarter and as a result practice has been amended. Statements will now be made final while discussions with parents are ongoing, to ensure that statutory obligations are met, and customer care improvements are also being made to manage the relationship with parents better. The predicted year end figure of 76% is the year-to-date result and currently the only data on which we can estimate performance. However, additional permanent management resource is being directed to this service in the new academic year and we are confident that by the end of quarter four performance will have improved. | | | | | | | | | | | | |
| National Indicator | NI 103B | Special Educational Needs - statements issued within 26 weeks B) Percentage of final statements of special education need issued within 26 weeks as a proportion of all such statements issued in the year. | Education Leeds | Quarterly % | Rise | 85.7% | 85.7% | 90.0% | 88.2% (45/51) | 88.2% | Yes | No Concerns with data |
| This result equates to 45 statements issued within deadline out of a possible 51. Several strategies have been put in place to support NHS Leeds in improving their returns of reports in the required timescales. We have also reviewed and altered our internal processes to improve our capacity to deliver more effectively within the statutory timescales. | | | | | | | | | | | | |
| 23 National Indicator | NI 51 | Effectiveness of child and adolescent mental health (CAMHS) services | Leeds PCT | Quarterly Number | Rise | 16 | 12 | 14 | 12 | 14 | Yes | Checklist completed, no concerns highlighted, but additional supporting comments required. |
| This measure is assessed by answering a series of four questions each worth 4 points enabling a maximum score of 16. | | | | | | | | | | | | |
| The PCT target for quarter 1 has been met. This indicator measures how effectively mental health services meet children's mental health needs. Services are being made more effective by ensuring there is a full range of CAMHS for children with learning disabilities, providing accommodation appropriate to age and level of maturity and enhancing the provision of early intervention support services. | | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|----------------------------|--|---|-------------------------|---------------------|--------------|----------|------------------|--------|----------------------|----------------------------|---|--|
| 24 | NI 113 | Prevalence of Chlamydia in under 25 year olds | Leeds PCT | Quarterly % | Rise | N.A. | | 25% | Not Provided | Not Provided | Yes | Checklist completed, no concerns highlighted, but additional supporting comments required. |
| | Not Provided | | | | | | | | | | | |
| 25 | NI 126 | Early Access for Women to Maternity Services | Leeds PCT | Quarterly % | Rise | 80.2% | 80.2% | 85.0% | 79.43% (2,135/2,688) | 85.0% | Yes | Checklist completed, no concerns highlighted, but additional supporting comments required. |
| | Performance at quarter 1 is slightly below the 2008/09 result. The percentage achieved has remained steady for the last few months at around 80%. The overall number of early bookings is continuing to rise. A major communication programme is commencing in August to deliver advice and information on what to do if you find you are pregnant and to promote the benefits of an early assessment. | | | | | | | | | | | |
| 26 | NI 43 | Young people within the Youth Justice System receiving a conviction in court who are sentenced to custody | Youth Offending Service | Quarterly % | Fall | 10.6% | 11.4% | 8.8% | 8.6% (35/405) | 6.9% | Yes | No Concerns with data |
| | This is the 5th consecutive quarter to see a reduction in those sentenced to custody and the quarter 1 position already exceeds the target. | | | | | | | | | | | |
| | The improved performance is very encouraging as Leeds is traditionally a high custody area. Improvements have been driven by a number of initiatives including working with researchers, engaging with magistrates, reviewing practice and reporting in the service. The YOS has also implemented a monthly review of all custody cases by managers and a local management reporting tool which delivers fortnightly updates to managers of cases in custody. Performance is constantly monitored by the YOT Management and Board. | | | | | | | | | | | |
| 27 | NI 46 | Young offenders' access to suitable accommodation | Youth Offending Service | Quarterly % | Rise | 91.5% | 92.7% | 96.0% | 94.6% (354/374) | 96.0% | Yes | No Concerns with data |
| | Performance has dropped by 2.4% since the last quarter. This is due to a seasonal trend of young people relying on friends and family for accommodation on a short term basis during the summer months. This position is likely to change during autumn and winter months as individuals tend to look for more permanent (suitable) accommodation. (This type of accommodation does not meet the definition of suitable). | | | | | | | | | | | |
| | However when this result is compared to quarter 1 2008/09 performance there is an improvement of 3.4%. This is a result of having 3 additional Accommodation Officers in the Service who have been supporting young people to access suitable accommodation. | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|----------------------------|-------------|--|-------------------------------|---------------------|--------------|----------------------------|--------------------|--------|----------------|----------------------------|---|-----------------------|
| 28 | NI 71 | Children who have run away from home/care | DCSU | Quarterly Number | Rise | 5 | New PI for 2009/10 | T.B.D | 5 | 5 | No | |
| | | <p>NI 71 is a new PI for 2009/10. It has been developed to support joint working between the police, Children's Services and other relevant bodies, to establish the scale of running away in their local area and to put services in place to respond accordingly and effectively. Since the inception of this PI, it has become statutory for local authorities and partner agencies to provide services for children and young people who go missing from home/care.</p> <p>The indicator involves carrying out a self assessment every quarter. The assessment is comprised of five elements each of which has a number of criteria. Each local authority has to score themselves from 0-3 against each element and provide an aggregate score for the indicator, where 0 is the lowest score and 15 is the highest. Before the PI formally commenced, LA's were asked to carry out an initial assessment to determine a baseline score. The Leeds baseline score was 5.</p> <p>NI 71 is being managed through the Missing Children Task Group of the Leeds Safeguarding Children Board. Members of the group undertook the assessment in Quarter 1 and as little time had passed since the baseline assessment it was felt the score should remain the same.</p> <p>A couple or areas of work could see this score rise by two points. The first, is the Missing Children Procedure that is being finalised and it due to be launched in October 2009, the second relates to the availability of information/data on the number and details of children and young people who go missing from home/care.</p> | | | | | | | | | | |
| 29 | LKI - LYWP1 | The level of reach into the resident 13-19 population achieved by the LYW Partnership | Early Years and Youth Service | Quarterly % | Rise | To be established in 09/10 | 30.41% | 25.0% | 11.3% (8,200) | 25.0% | Yes | No Concerns with data |
| | | <p>This indicator demonstrates the activity by Youth Work providers in the engagement of young people. The quarter 1 result suggests that the predicted full year result is achievable.</p> <p>Investigations into the quality of the data that was used to report the 2008/09 year end result identified that the inclusion of manually counted information/data for a number of voluntary, community and faith organisations may have led to instances of double counting and therefore resulted in errors in the final figures reported.</p> <p>With agreement from the YSS Leadership Team and Leeds Youth Work Partnership the target proposed for 2009/10 is 25% as it is believed this figure could be achieved with a level of confidence in the accuracy of the data. As a result of the new strategy to improve accuracy of data and to take into account the separate monitoring of performance at a LYWP and Youth Service level, the 2009/10 result will be used to set a new baseline for this indicator enabling the YSS to set accurate and progressive targets for both organisations for 2010/11 and beyond.</p> <p>The Quarter 1 result of 11.3 % is accurate and does not include, as previously used, manual counts. It is expected that with the inclusion of accurate data from the VCFS organisations, upon completion of training, the year end target of 25% will be met.</p> | | | | | | | | | | |
| 30 | LKI - LYWP2 | The level of participation into the resident 13-19 population achieved by the LYW Partnership | Early Years and Youth Service | Quarterly % | Rise | To be established in 09/10 | 24.3% | 20.0% | 10.18% (7,374) | 20.0% | Yes | No Concerns with data |
| | | <p>This indicator demonstrates the activity by Youth Work providers in the engagement of young people. The quarter 1 result suggests that the predicted full year result is achievable.</p> <p>Investigations into the quality of the data that was used to report the 2008/09 year end result identified that the inclusion of manually counted information/data for a number of voluntary, community and faith organisations may have led to instances of double counting and therefore resulted in errors in the final figures reported.</p> <p>With agreement from the YSS Leadership Team and Leeds Youth Work Partnership the target proposed for 2009/10 is 20% as it is believed this figure could be achieved with a level of confidence in the accuracy of the data. As a result of the new strategy to improve accuracy of data and to take into account the separate monitoring of performance at a LYWP and Youth Service level, the 2009/10 result will be used to set a new baseline for this indicator enabling the YSS to set accurate and progressive targets for both organisations for 2010/11 and beyond.</p> <p>The Quarter 1 result of 10.2% is accurate and does not include, as previously used, manual counts. It is expected that with the inclusion of accurate data from the VCFS organisations, upon completion of training, the year end target of 20% will be met.</p> | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Qtr1 | Predicted Full Year Result | Reporting/ Data Quality Checklists Received | Data Quality |
|---|-------------|--|-------------------------------|---------------------|--------------|----------------------------|------------------|--------|-------------|----------------------------|---|-----------------------|
| 31 | LK1 - LYWP3 | The percentage of young people aged 13-19 gaining an accredited outcome compared to the percentage of young people in the local authority area, achieved by the LYWP Partnership | Early Years and Youth Service | Quarterly % | Rise | To be established in 09/10 | 9.9% | 9.0% | 1.16% (844) | 9.0% | Yes | No Concerns with data |
| <p>Quarter 1 performance suggests that the predicted full year result is not achievable however this return does not include manual counts from the VCFS, these will be included during Quarters 3 and 4 following the roll out of training.</p> <p>The limited access to IT in some areas of the city is causing delays in data being input.</p> | | | | | | | | | | | | |
| 32 | LK1 - LYWP4 | The percentage of young people aged 13-19 gaining an accredited outcome compared to the percentage of young people in the local authority area, achieved by the LYWP. | Early Years and Youth Service | Quarterly % | Rise | To be established in 09/10 | 2.8% | 3.2% | 0.2% (115) | 3.2% | Yes | No Concerns with data |
| <p>Quarter 1 performance suggests that the predicted full year result is not achievable, however this return does not include manual counts from the VCFS, these will be included during Q3 and Q4 following the roll out of training.</p> <p>The limited access to IT in some areas of the city is causing delays in data being input.</p> | | | | | | | | | | | | |

| Performance Indicator Type | Reference | Title | Service | Frequency & Measure | Rise or Fall | Baseline | Last Year Result | Target | Full Year Result |
|--|-----------|--|---|---------------------|--------------|----------|------------------|--------|------------------|
| 1 Leeds Strategic Plan Partnership Agreed | NI 66 | Looked after children cases which were reviewed within required timescales The target has not been met but the result does show a significant improvement compared to last year. However, reviewing looked after children cases within the required timescales still poses a particular challenge for Leeds. This result does not compare well to statistical neighbours and the national average. The funding for the two Independent Reviewing Officer posts discussed in previous quarters has been identified and the posts have now been released. Once in place they will improve capacity and enable more reviews to be carried out within the required timescales. Quarter on quarter performance has improved and this trend should continue as improved processes are implemented. | Children and Young People's Social Care | Quarterly % | Rise | 66.30% | N.A. | 80% | 78.30% |
| 2 Leeds Strategic Plan Partnership Agreed | NI 58 | Emotional and behavioural health of looked after children This is the first year of the assessment. During the current year an increased and more proportionate cohort will be surveyed and this will provide the baseline for future years. | Children and Young People's Social Care | Annually Number | Fall | N.A. | N.A. | N.A. | 14.70 |

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Originators: Adam Hewitt/Tony Griffin/Mary Brittle /Gary Milner

Tel: 0113 24 76940

Report of the Director of Children's Service

Scrutiny Board (Children's Services)

Date: 17th September 2009

Subject: Children's Services and the Children and Young People's Plan Update (September 2009)

Electoral Wards Affected:

All

Specific Implications For:

Equality and Diversity



Community Cohesion



Narrowing the Gap



1.0 Background

- 1.1 The Children's Services Scrutiny Board has a well-established process of receiving regular update reports several times during its workplan year. These provide an overview of some key children's services developments and a focus on progress against one or more of the priorities from the Children and Young People's Plan.
- 1.2 These reports aim to give members: a feel for the strategic 'direction of travel' across children's services; an insight into key initiatives and developments; and a 'manageable' way of looking across the various priorities within the Children and Young People's (CYP) Plan over the course of the year.
- 1.3 Between 2007 and 2009 this process has enabled the scrutiny board to stay up-to-date on the key themes being considered across Leeds' children's trust arrangements and to consider the main activity around the majority of priorities from Leeds first Children and Young People's Plan (2006 – 2009).
- 1.4 Leeds has now finalised its new Children and Young People's Plan (2009 – 2014), which was approved by Full Council in July 2009. In the context of the new Plan the scrutiny board has requested that future update reports continue providing the brief overview as well as focusing on a specific priority from the

new Plan, but that they should also provide more information about a broader 'strategic development' within children's services.

1.5 For this report, the board has requested a focus on:

- the CYP Plan priority of reducing the number of children and young people not in education, employment or training (NEET)
And:
- the strategic development around the transfer of powers from the Learning and Skills Council to the local authority in relation to the commissioning of all 14 - 19 learning and skills provision, and 14 - 25 provision for learners with learning difficulties and disabilities.

1.6 This report therefore begins by outlining a number of important recent developments both locally and nationally, with a specific focus on work and issues relating to Ofsted's new inspection process for children's services. It then discusses work relating to the priority around reducing NEETs and finally it outlines background and progress so far in relation to the transfer of Learning and Skills Council's current responsibilities.

2.0 Launch of the new Children and Young People's Plan

2.1 As reported on several previous occasions to the Children's services Scrutiny Board, Children Leeds has been working on its new Children and Young People's Plan for 2009-14. This has now been finalised. The Plan contains some very specific priorities for immediate improvement, as well as longer-term ambitions across a range of outcome areas.

2.2 Underpinning the new Plan is a particularly strong focus on improving safeguarding and using better integrated working to deliver more effective services to children and young people. The new Plan will guide how children's services in Leeds develop in the short, medium and longer term, shaping the funding and commissioning of particular areas of work and providing a framework for the type of support to be delivered in response to the particular challenges Leeds must address.

2.3 Work is now underway to increase awareness of key messages in the Plan, including a major 'launch' event at the end of September being organised in partnership with local children and young people.

2.4 Partners across the city who work with children and young people are responsible for supporting the delivery of the Plan. The performance of Leeds' children's trust arrangements should be measured against how effectively they enable the priorities in the Plan to be delivered.

3.0 Introduction of the new CAA Ofsted inspection framework for children's services

3.1 In May 2009 Ofsted introduced a new regime for inspecting children's services across the country. The new approach replaces the previous Joint

Area Review (JAR) and Annual Performance Assessment (APA) methodology, it builds on the recent shift towards Ofsted conducting all inspections of settings and services for children and young people and it feeds into the wider Comprehensive Area Assessment (CAA).

- 3.2 Members of the Children's Services Scrutiny Board have previously been given information about the new inspection regime. In brief summary it includes:
- looking at the judgments for all local children's services and settings that have been inspected by Ofsted (for example, childminders, schools, colleges and residential homes) and using these individual inspections to establish an overall picture of how services in the local area are performing as a whole.
 - Conducting a major announced inspection looking across different services, with a particular emphasis on work relating to safeguarding and support for looked after children and young people, and also an unannounced inspection that focuses specifically on contact, referral and assessment arrangements for vulnerable children.
 - Using quarterly performance data to measure levels of improvement against key indicators.
- 3.3 The particular focus on safeguarding and services for looked after children within the new inspection regime is mirrored in the emphasis on these areas in Leeds new Children and Young People's Plan.
- 3.4 Since this new regime was introduced several key inspections have taken place in Leeds:

Unannounced inspection of contact, referral and assessment arrangements

- 3.5 In July Ofsted carried out its first unannounced inspection under the new inspection regime. Whilst the inspectors found good evidence of hands-on management in offices, found staff to be professional, helpful and welcoming and acknowledged a child-focused approach, they also raised some significant areas for concern in relation to practice. These included:
- responses to child protection referrals sometimes failing to meet statutory guidance.
 - The need for more consistency in quality assuring casework
 - The need for clearer thresholds for access to children's services
 - The need to update key procedures, including those relating to child-protection issues
- From the sample of cases they inspectors reviewed they identified a number where children had been left at potential risk of harm.
- 3.6 An immediate action plan was produced in response to these findings and work to implement this began immediately. This work has included:
- A review of all cases of potential harm or neglect received since April '09 - ensuring any concerns are addressed and identifying learning for future improvement.
 - Additional quality assurance measures put in place on current decisions to improve quality of decision-making and consistency across the city.

- New arrangements in the contact centre to help those taking calls make appropriate referrals.
 - Ensuring key guidance documents are updated and circulated to all appropriate staff.
 - A revised management structure for fieldwork teams to ensure increased capacity and expertise for quality assurance of current decisions.
 - Speeding up key aspects of transformation work in children and young people's social care (discussed in the April 2009 update report to scrutiny).
- 3.7 The new Chief Officer for Children and Young People's Social Care is holding fortnightly briefing and training sessions with staff to support this work and a programme of wider communications are in place to inform and engage the wider children's services workforce in this activity.
- 3.8 Safeguarding is a responsibility of everyone working with children and young people, so in taking forward work to address the issues raised in the unannounced inspection and improve safeguarding across the city a key determinant of effectiveness will be the ability to change aspects of practice across all areas of children's services. Key areas of work identified in the new Children and Young People's Plan to: develop wider understanding of thresholds for intervention; embed the common assessment framework (becoming a 'CAF-First' city); share information more effectively; and improve training and support to staff through workforce reform, will all contribute to this.
- 3.9 Leeds' response to the unannounced inspection should therefore be seen both in terms of the immediate and specific action taking place to address the priority areas for action and the increased effort being focused on the integrated working agenda outlined in the new children and young people's plan.

Inspection of the Fostering Service

- 3.10 Previous reports to the Scrutiny Board highlighted the challenges for the fostering service identified in its last Ofsted inspection. Ofsted re-inspected the service in July 2009 and highlighted the positive progress made. The fostering service received an overall rating of satisfactory and this included being rated as good for the 'be healthy', 'economic well-being', 'make a positive contribution' and 'enjoy and achieve' aspects of the service. An action plan has been developed so that the service continues to build on this progress, strengthen the support provided to foster carers across the city and achieve a 'good' rating overall at a future inspection.

Moving forward

- 3.11 The two inspections detailed above have been particularly important, but inspections of other services and settings are also ongoing (for example, schools and residential homes). Efforts are continuing to raise awareness of the inspection process across the workforce. This includes particular effort to prepare for a future announced inspection. Throughout the work to prepare

for and respond to this new inspection regime, emphasis is continuously being placed on using the process as a tool to identify strengths and areas for improvement, raise standards and ultimately deliver better practice and better outcomes for children, young people and families in Leeds.

4.0 National context: ongoing safeguarding focus

4.1 The inspection related issues discussed above and the safeguarding work stemming from this should be seen in the context of wider work that is ongoing particularly in response to the Laming review published earlier in 2009. A number of actions that have come from that review have important implications for and involvement from Leeds. These include:

- Leeds Involvement in the Plowden review, which was established after Lord Laming raised concerns about the potential impact of the significant increase in fees charged to Local Authorities when they commence care proceedings in court. The review looks to investigate the concern that the increases (implemented in May) would dissuade councils from applying for orders to protect children.
- Working with the Children's Workforce Development Council (CWDC) to address national concerns about the quality of training for and the supply of frontline social workers. Leeds has contributed to the CWDC Social Work Task Forces initial analysis into these issues, which has resulted so far in the "Facing up to the Task" interim report, published in July. The initial findings indicate that nationally social workers are not being sufficiently prepared by their qualification courses, have significant workloads and experience challenges in using ICT and performance management systems to support their work. Initiatives to address these issues in Leeds include partnerships with local universities and piloting a caseload weighting system for social workers to support more balanced distribution of cases.
- Taking the opportunity to fully review the ICT arrangements for recording and managing cases: Lord Laming concluded that performance indicators related to safeguarding place too much emphasis on processes and timescales. Social workers are spending significant amounts of their time updating electronic records. Part of the Government response in the last quarter has been to significantly relax its requirements around an Integrated Children's System and give authorities more freedom to develop suitable ICT arrangements. This is a timely opportunity in Leeds given the work already underway to look at the electronic social care record (ESCR) system as part of the social care transformation programme.

4.2 This is not a comprehensive summary of the various areas of work that have arisen from the Lord Laming review, but it does indicate the variety of influences and initiatives that are currently informing and shaping the safeguarding agenda. Coupled with the response to and preparations for various inspections and the different strands of the transformation programme in children and young people's social care, it shows children's services going through a critical period of development.

5.0 Progress across the children's trust arrangements

5.1 As reported previously to the Scrutiny Board, the government had indicated that during summer 2009 it would publish new statutory guidance on children's trust arrangements to help make partnerships across children's services stronger and enable those partners to take forward safeguarding work more effectively. Publication of this guidance has now been put back until spring 2010. However, Leeds is keen to use this period to start reviewing and taking forward its existing arrangements to make sure they:

- Are responsive to the changing children's services context (discussed above)
- Are able to support the aspirations and approach set out in the new children and young people's plan.
- Maintain a focus on working together to improve outcomes and target support to where it can make the greatest difference.

5.2 Consequently, work is underway to carry out a review of Leeds children's trust. The first stage of this work involves some research into the current arrangements. This will then be shared with partners at Leeds third annual children's services Governance Seminar in late September, which will bring partners together to review the effectiveness of the existing model and identify areas for improvement. The findings from the research and the seminar will be used to help Leeds trust arrangements evolve in the coming months.

5.3 In the meantime the different parts of the trust have continued their work, key aspects of which are summarised very briefly below:

The Children Leeds Partnership (CLP)

5.4 The Children Leeds Partnership held its last meeting (at the time of submitting this report) in June 2009. The Partnership received updates on and discussed a number of key developments including the new Children and Young People's Plan, the new Ofsted Inspection process and progress on integrated working. The Partnership also considered the development of the new Carers Strategy for Leeds and the outcomes of research into free school meal uptake.

5.5 The main item on the agenda was the development of the Leeds updated Housing Strategy 2009 – 2012 with specific relationship to the development of a Young People's Housing Strategy. Young people facilitated table discussions to help partners explore some of the challenges they face in accessing housing services. The outcomes of the discussion are being used to inform the young people's version of the strategy.

The Integrated Strategic Commissioning Board (ISCB)

5.6 The ISCB last met in late June. In line with its regular practice of paying focused attention to a particular priority from the Children and Young People's Plan, it considered work to raise school attendance and identified a number of

ways that partners could support schools on this issue. The Board also considered the Breeze Youth Promise and discussed the progress being made in providing places to go and things to do across the city. The Board are to re-visit the promise in future to identify those aspects of it that are and are not being delivered effectively. The Board continued its focus on developing effective commissioning practice across the city and will maintain this focus over the coming months.

The Leeds Safeguarding Children Board (LSCB)

- 5.7 The Leeds Safeguarding Children Board last met in July. As well as conducting its standard business the Board received a number of updates, including the new children's services inspection process and the Private Fostering Service's Annual Report. The Board also discussed participation work being supported by The Project to explore ways in which young people can participate and contribute to the Safeguarding Board. Young people provided a different perspective on what they see as safeguarding issues, focusing particularly on bullying. They also emphasised the need for work to make the LSCB website young people friendly. The Board will work with the third sector in the future to engage with vulnerable young people and ensure that their voices can also be heard.
- 5.8 The recent unannounced inspection has presented challenges in terms of the role of the LSCB and specifically the question of whether it should play a clearer quality assurance function. A review is being conducted of the Board's current work and capacity with a view to re-focusing its efforts where necessary to increase its impact on improving practice.

Summary

- 5.9 Children's Services is going through an important period of development. Responding to the specific findings of inspections and developing an ongoing state of inspection 'readiness' across all aspects of children's services has become a key feature of how standards are raised and outcomes ultimately improved. As well as very specific actions to achieve this, wider changes, taken forward through the delivery of the new Children and Young People's Plan will build on the strong partnerships Leeds has established to deliver improved ways of working. The work of the different aspects of the children's trust arrangements and the review Leeds is conducting of these arrangements, will support this to ensure that across children's services, work in Leeds maintains a constant focus on shaping services around children and young people to meet their needs.
- 5.10 The report now turns to focusing on a specific priority in the new Children and Young People's Plan and then to a key strategic development as requested by members of the Board. Taken together, the work to reduce the number of young people in Leeds who are NEET and the transfer of powers from the LSC to the local authority will give young people in Leeds more opportunities, choices and better prospects in full time education and beyond.

6.0 Progress against a CYP Plan Priority: Reducing the number of young people not in education, employment or training (NEET)

Why is this a priority for Leeds?

- 6.1 The number of young people who are NEET in Leeds has not reduced significantly over the past 4 years. This means the DCSF target of 6.8% in January 2011 is a significant challenge for the local authority and its partners. The percentage of young people who are NEET is higher than many of Leeds statistical neighbours and higher than all but two other core cities (Manchester and Liverpool). Leeds has also had particular challenges in recent years around the number of young people whose status is 'not known', which in 2008/09 was higher than all statistical neighbours and core cities.
- 6.2 Reducing NEET numbers is crucial not just because of the direct benefits this can have for the young person themselves in terms of self-confidence and achieving greater economic independence, but also because it deters those young people from getting involved in a variety of other areas of potentially negative, or disruptive behaviour. It also benefits the overall economic and social prosperity of the city.
- 6.3 It is a particularly timely point to consider work in this area, partly because of the increased national focus on NEETs in view of the recession (although indications are that the recession specifically has not had a significant negative impact on the number of young people, age 16-18, who are NEET in Leeds) and also because of the recent change in provider of Connexions services, which offers new opportunities and approaches to address the issue.

The work of Prospects in Leeds

- 6.4 In April 2009 Prospects became the main Connexions provider in Leeds. Prospects are working to the specification developed by the local authority for the delivery of the universal Connexions service and for specialist input for young people with learning difficulties and disabilities. Prospects are represented on the Integrated Youth Support Service (IYSS) leadership team, helping to strengthen the partnership approach to reducing NEET numbers.
- 6.5 Since starting their work Prospects has undertaken a full review to identify developments needed in the service. A restructure of the organisation is helping to improve the accountability of managers for their specific service delivery areas, giving them better opportunities to deliver an improved service and associated outcomes. Accountability for reducing the number of young people who are NEET is being incorporated into key job descriptions.
- 6.6 The second phase of Connexions commissioning has now been completed. This is the commissioning of the intensive support services for young people in schools and colleges and young people who are NEET. There will, in consequence, be changes to some suppliers and delivery from January 2010. This will improve the local ownership and leadership around reducing the

number of young people who are NEET, with better co-ordination of Connexions service delivery.

Current Activity:

Specific focus on reducing the 'not known' numbers

- 6.7 In view of the particular issues in Leeds around the high numbers of young people whose destination is 'not known', focused work is being undertaken to reduce this figure. Prospects are using an agency for some immediate intense work to phone young people and clarify their activity. New tracking guidelines have been produced for all Connexions providers to ensure they are tracking young people appropriately.

Improved Data Inputting

- 6.8 Since April 2009 all Connexions providers have been inputting on the same database, Insight. Previously two databases had been used to record Connexions activity. This means that the IYSS is now able to use this single database to produce data that will inform the planning of service delivery. Reports are being written to analyse the cohort of young people who are NEET, looking at the common factors in the cohort and the geographical spread of these young people. This will allow for the targeting of services and will also be compared with other data on risk factors for NEET to identify where services are successful in reducing the number of young people NEET.

Delivering the September Guarantee

- 6.9 The September Guarantee is the guarantee of an offer of a place in learning for young people. Last year the guarantee applied to all Year 11 leavers and distinct groups of 17 year olds. This year the guarantee is for all Year 11 leavers and 17 year olds. This means the Connexions service is better able to identify gaps in the learning provision that young people want to access. This information is being used to work with the Learning and Skills Council to influence the provision available. The process has also enhanced information sharing between the schools and colleges around the offers of course places made to young people. Some concerns were expressed by the DCSF over the number of young people whose status against the guarantee was not recorded in July. This was due to changes in the database that took place in April, causing delays in the recording of information. Measures have been put in place to remedy that situation and the number of young people whose status is not recorded has fallen significantly during August.
- 6.10 Work is also being undertaken with Further Education colleges to ensure courses with start dates other than September are available to young people. This will reduce the number of young people having to wait for college courses to be available in September. A small pilot took place over the past year where Colleges offered a limited number of courses, the vocational areas in which courses were offered were chosen based on information from Connexions on young people's occupational preferences.

- 6.11 A review of the programmes offered, and the systems to get young people on to appropriate courses, is taking place to identify improvements that can be made. This review is indicating a need to look at the range of personal development opportunities and flexible courses on offer to young people, not just from the colleges, in order to ensure a more co-ordinated approach to the delivery of programmes to young people and to ensure an holistic offer is in place for young people.

Information, Advice and Guidance

- 6.12 Work is being undertaken to ensure that the National IAG (Information, Advice and Guidance) standards, published in autumn 2007, are being met locally. Prospects have appointed an IAG Co-ordinator to lead the quality assurance of careers education and IAG delivery across all learning providers. The Co-ordinator will work through IAG networks that are being established at a wedge level. This will ensure that all young people are able to receive impartial IAG to assist them in making decisions about the appropriate route for them to take. The local networks will also enable partners to identified young people who require intensive and targeted support and ensure that support is delivered.

Leeds Pathways

- 6.13 Leeds Pathways, the area prospectus for Leeds, enables young people and workers to access information about the learning opportunities available to young people in one place. An online common application process allows young people to apply easily to the range of school and college provision. Connexions PAs have a full view of young people's applications and can target support to young people who haven't made applications or whose applications are unsuccessful or inappropriate. The common application process has been used by 23 high schools, in 2009/10 it will be used by all the high schools in Leeds. Further development of Leeds Pathways is being undertaken so that it will capture the range of specialist provision, such as personal development opportunities and flexible start courses, available to young people who are NEET.

Looking ahead

- 6.14 Throughout the past 5 years the number of young people who progress in to learning after completing Year 11 has risen every year. However, this is not translating in to a reduction in the number of young people NEET. This means there is a significant issue around the number of young people age 17 and 18 who are retained in learning. Understanding the reasons behind this and taking appropriate actions will be a priority for Leeds over the next year.
- 6.15 There is a need to develop local ownership of the issue of young people NEET at a wedge level, with appropriate structures to plan and review progress. There is also a need to build IAG communication, planning and accountability structures within the Children Leeds locality partnerships,

building on existing good practice and developing forward planning structures which include all local stakeholders including head teachers, connexions providers, VCSF, and Social Care, ensuring a consistency in the quality of service across the city through the implementation of quality processes.

- 6.16 Work is also needed to develop a coordinated 13–19 (25) learning and support plan and associated governance arrangements which will bring together the current IYSS planning processes with the 14-19 planning processes to ensure holistic delivery to young people.
- 6.17 The local authority taking responsibility for 16-19 funding from the LSC, from April 2010 (discussed below) will bring the opportunity to review post 16 commissioning in order to ensure sufficient and appropriate provision.

7.0 Transfer of powers from the LSC to the local authority

- 7.1 From April 2010 when the Learning and Skills Council (LSC) is dissolved Local Authorities will be responsible for the strategic commissioning of all 14 - 19 learning and skills provision, and 14 - 25 provision for learners with learning difficulties and disabilities via local Children's Trusts. This transfer of responsibilities from the LSC is accompanied by a transfer of staff.
- 7.2 Local authorities have to work collaboratively with one another both sub-regionally and regionally. Proposals outlining how we and our partner local authorities in the West Yorkshire sub-region intend to work together have been submitted to Government Office. Work is currently underway on the development of the Memorandum of Understanding and detailed policies, procedures and governance arrangements that will underpin sub-regional working.
- 7.3 There are also three new national agencies associated with this work. The Skills Funding Agency (SFA) responsible for funding adult learners and Apprenticeships; the Young People's Learning Agency (YPLA) through which 16-19 funding will be channeled; and responsibility for Apprenticeship funding, which will lie with a National Apprenticeship Service that is part of the SFA.
- 7.4 The Leeds 14-19 Plan will be at the heart of the commissioning process in future, to help ensure more learners achieve better outcomes and the more efficient and effective use of available resources.
- 7.5 No single institution can deliver all of the 14-19 learning pathways. We are seeking to develop a more responsive, locally based collaborative approach to the planning and delivery of learning provision and services in Leeds. This new way of working was reflected in the confederation level approach we took this year to the planning and funding discussions with schools. It is envisaged that through this approach we can start to see further collaborative working between schools, colleges, and other providers that will lead to improved quality of provision and ensure the long-term viability and sustainability of provision.

- 7.6 A number of reports have been submitted to Executive Board over the past year associated with the transfer of responsibilities from the LSC.

Sub regional/regional collaborations

- 7.7 Leeds is part of the West Yorkshire sub-region with Bradford, Calderdale, Kirklees and Wakefield. This is based on the 16-18 travel to learn patterns across these Local Authorities. Due to the high volume of learner movement across the Leeds border a close working relationship with the other three sub-regions in Yorkshire and Humber will also be essential.
- 7.8 Work around the transfer of responsibilities is being led by a West Yorkshire sub-regional group that includes the Directors of Children's Services and the lead 14-19 officers from the local authorities and meetings with LSC and Government Office representatives. The work is coordinated through a detailed action plan and supported by a series of task and finish groups involving a wide range of specialist staff from across the five LAs.
- 7.9 The key objective, shared by all Authorities in the sub-region, is to enable the formal commissioning cycle of work to be discharged efficiently through undertaking the strategic commissioning work well at Local Authority level, so that there is little 'unfinished business' which requires sub-regional resolution.
- 7.10 It is also recognised that there will need to be linkage to other regional structures – notably the City Region developments. There will be a Regional Planning Group in the new arrangements. Its role will be to advise on the final alignment of resources to support commissioning plans and any measures needed to align available resources and the level of commitments requested in Plans. It will also assess alignment with regional skills and economic needs. The YPLA will support the Regional Planning Group (RPG).

The local planning and funding of provision

- 7.11 Through the 14-19 (25) Plan and Local Area Statement of Need; schools, FE colleges and other providers will be supplied with the agreed commissioning priorities and strategic analysis of provision in Leeds including detailed data relating to enrolments, success rates and progression for all programmes delivered in Leeds.
- 7.12 Schools, FE Colleges and other providers will come together with the local authority at a confederation level to share their delivery plans as part of an open and transparent process. There will be the opportunity for providers to engage in a constructive and supportive dialogue with each other to explore opportunities for collaboration and assess the robustness of proposals.
- 7.13 Draft delivery plans developed through this process will be brought together to form a draft Commissioning Plan for the city. These plans will then be subject to further scrutiny by the Leeds 14-19 Strategy Group and ISCB, and the Sub-regional Group. Commissioning Plans will then go to the Regional Planning

Group for endorsement before finally going to the Young People's Learning Agency for approval of the funding to support the Plans.

- 7.14 The allocation of post 16 funding is to a large extent the local implementation of a national system. Funding rates for each programme are set nationally. Due to the limitations that will continue to exist around the quantum of funding available nationally to support the delivery of post 16 provision, it is highly unlikely that sufficient funding will be available to fully support any in-year growth in enrolments.
- 7.15 The 2008-9 business cycle for post-16 funding has been led by the LSC, working closely with key officers from authorities. However, for the 2009-10 business cycle local authorities will lead the process, with the LSC acting in a supporting role. The commissioning cycle is summarised in appendix 1.

The Transfer of Staff from the LSC

- 7.16 To help support the new work to be undertaken by the local authority, the DCSF have proposed that 12 staff will transfer from the LSC to Leeds. The allocation of staff to Leeds is significantly more than other local authorities in the sub-region/region in recognition of the size and complexity of post 16 delivery in Leeds. Ten of the 12 staff have been confirmed and work is currently underway to recruit the remaining two staff.
- 7.17 The staff will not officially transfer to the local authority until April 2010, however shadowing arrangements are due to commence from September 2009. This will involve many of the staff spending an increasing part of their working week in Leeds between now and April 2010. The staff covering operational work aligned with the 14-19 work already undertaken by the authority via the contact with Education Leeds will work alongside the Education Leeds 14-19 team. Staff engaged in key strategic commissioning work will be based within the Director of Children's Services Unit.

Local Management of the Process

- 7.18 A key group of Education Leeds and local authority staff are meeting on a regular basis to ensure the efficient and effective transfer of responsibilities and staff to Leeds.

8.0 Conclusion

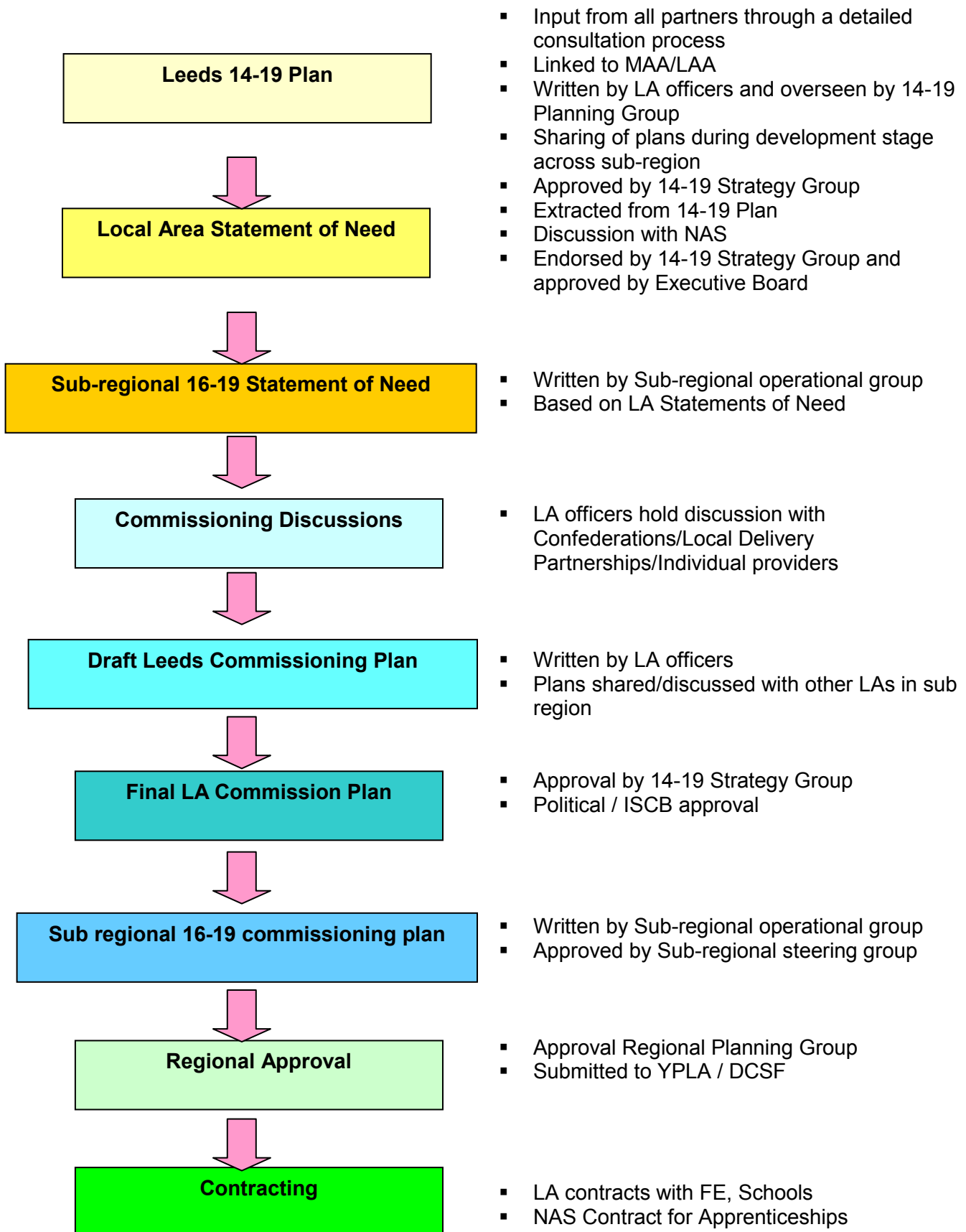
- 8.1 In responding to the new CAA Ofsted inspection framework and particularly the outcomes from the recent unannounced inspection, this is an important period of rapid development across children's services. The launch of the new Children and Young People's Plan provides a framework to deliver the change needed, supported by the children's trust arrangements. In focusing on the issue of young people who are NEET in Leeds and the transfer of powers from the LSC, this report has also highlighted the breadth of the children's services agenda and the importance of simultaneously taking forward change and improvement across a number of key outcome areas so

as to make a positive impact on the many challenges facing children and young people in Leeds.

9.0 Background Papers

- *The Leeds Children and Young People's Plan 2009-14*
- *Children's Services and the Children and Young people's Plan Priorities Update (April 2009) – report to the 1st April 2009 Children's Services Scrutiny Board*
- *Machinery of Government Changes and 14-19 Commissioning Arrangements: Leeds/Sub-Regional Proposals – report to the 17th June 2009 Executive Board*
- *A Partnership Approach to the Planning, Funding and Delivery of 14-19 (25) Provision in Leeds – report to 22nd July 2009 Executive Board*

**Appendix 1
Leeds/West Yorkshire 16/19 (25) Commissioning**



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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 17 September 2009

Subject: Formal Response to Scrutiny Recommendations – Education Standards - Entering the Education System

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 In June 2009 the Scrutiny Board (Children's Services) published a report setting out its conclusions and recommendations arising from its Inquiry on entering the education system.
- 1.2 It is the normal practice to request a formal response to the board's recommendations, once an inquiry report has been issued. A formal response to the recommendations has now been received and is attached.
- 1.3 Due to recent changes in procedure, the proposed responses to the recommendations were submitted to the Executive Board for approval, on 26 August, before being forwarded to the Scrutiny Board.
- 1.4 Members are asked to consider the responses provided, and to decide whether any further scrutiny involvement is required.
- 1.5 Any recommendations which have not yet been completed will be included in future quarterly recommendation tracking reports to enable the Board to continue to monitor progress.

2.0 Recommendation

- 2.1 Members are asked to consider the responses provided and to decide whether further scrutiny involvement is required.

Background papers

None

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Originator: Andrea Richardson

Tel: 2243092

Report of the Director of Children’s Services

Executive Board

Date: 26th August 2009

Subject: Response to the Scrutiny Board (Children’s Services) Inquiry into Education Standards - Entering the Education System

Electoral Wards Affected:

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In (Details contained in the report)

1.0 EXECUTIVE SUMMARY

Following the recent Scrutiny review on Education Standards - Entering the Education System we have seen some significant changes in communication strategies and joining up of processes and services in early years. This response identifies some of the changes that have been made and areas of progress for the future.

2.0 Purpose of this Report

2.1 This report provides the Executive Board with details of the recommendations from the recent Children’s Services Scrutiny Board inquiry into the Education Standards - Entering the Education System and details how the Director proposes to respond to these recommendations. The report asks the Board to approve the proposed response.

3.0 Background Information

3.1 At the start of the 2008/09 municipal year, Children’s Services Scrutiny Board agreed to carry out an inquiry into Education Standards, with a focus on Entering the Education System. This followed on from previous work which was undertaken in 2007/08 into the support available for young people at risk of becoming NEET (Not in Employment, Education or Training). One of the conclusions drawn was that many of these young people can be identified at a very early stage. It was therefore decided to explore the support on offer to those vulnerable to underachievement when they first enter the education system.

3.2 The report makes nine recommendations for action. The Director of Children's Services has accepted these recommendations and actions are underway or planned to address them. The Director has also acknowledged the importance of learning from the issues that inquiry has raised. The actions proposed by the Scrutiny Board will support this and will be monitored by the board as part of its regular recommendation monitoring activity.

4.0 Main Issues

4.1 Each of the Scrutiny Board's six recommendations are listed along with a response from the Director of Children's Services and the Chief Executive of Education Leeds as appropriate:

4.2 Recommendation One:

That the Director of Children's Services and the Chief Executive of Education Leeds continue to develop and implement ways of promoting parity of esteem between different settings, in particular by developing more effective means of communication, not just from Early Years providers to schools, but vice versa. Also, that joint training for staff from both areas is extended to ensure that everyone working in the sector has a good shared understanding of child development. That progress in these areas is reported back to the Children's Services Scrutiny Board within three months.

The Director of Children's Services agrees with this recommendation.

The Early Years Service and Education Leeds have already identified this as key area of development and part of the early years outcome Duty Action Plan. Building on the joint appointment of an Early Years Advisor between the Early Years Service and Education Leeds has improved joint communication strategies across all early years providers; this includes a termly newsletter for all providers and joint EYFS leadership, management forums for teachers and school Foundation Stage co-ordinations beginning in September 2009 and a continuing professional development programme free at the point of delivery for all providers with an emphasis on joint training sessions where this is appropriate.

4.3 Recommendation Two:

That the Director of Children's Services reports back to us within 3 months on the steps being taken to ensure that:

- a) *all Children's Centres in the city are committed to serving the whole community in which they are located*
- b) *the children experience as seamless a transition as possible, regardless of which school they move on to*
- c) *assistance is offered to those Centres, or schools, which are having difficulty in establishing these ties, and*
- d) *all Children's Centres are encouraged to form stronger ties with their Extended Services cluster where this is not already happening.*

The Director of Children's Services agrees with this recommendation.

- a) All Children's Centres have clear information about the number of children under 5 in their reach area (between 600 and 1,200) and report on the delivery of services to those families through quarterly meetings with Heads of Children's Centres Services.
- b) We have developed guidance to ensure children experience seamless transition for their Children's Centre this will be a focus for training at the newly established EYFS leadership and management forums from Sept.
- c) The Quality Improvement Teams across the two services are being revised in light of this report and the requirements of the Early Years Outcomes Duty to ensure a clear referral route for advice and support.
- d) Heads of Children's Centres Services are ensuring that Children's centre managers attend extended services clusters meetings, both contributing to and leading developments.

4.4 Recommendation Three:

That the Director of Children's Services takes steps to ensure that greater targeted support is offered to both childminders and private nurseries, in implementing, and making best use of the Early Years Foundation Stage. Also, that a system is established to enable close monitoring of provision across all settings in order to identify those which may be in need of assistance. That progress in both these areas is reported back to the Children's Services Scrutiny Board within three months.

The Director of Children's Services agrees with this recommendation.

The Early Years Services has commissioned the National Childminding Association (for childminders) and 4 Children (for private nurseries) to challenge and support quality improvement and improve outcomes for children. The Local Authority will implement a nationally supported quality improvement setting programme from January 2010 in partnership with the commissioned services. This will ensure effective categorisation of settings in order to identify need and consequent support from the Local Authority. This will be monitored by National Strategies (DCSF).

4.5 Recommendation Four:

That the Director of Children's Services and the Chief Executive of Education Leeds report back to us within three months on the steps being taken to promote the EYFS Transition Record as widely as possible, and to encourage as many settings as possible to make use of it.

The Director of Children's Services agrees with this recommendation.

The EYFS Transition Record has been created by a range of settings including day care and childminders. The record has been piloted and is due to be widely distributed from September 2009.

4.6 Recommendation Five:

That the Director of Children's Services and the Chief Executive of Education Leeds ensure that every effort is made to avoid stigmatising those children who are identified as being in need of additional support during the EYFS, and that any support offered takes account of the need to involve parents as much as possible in order to maximise the benefits for the child's development. That progress in these areas is reported back to the Children's Services Scrutiny Board within three months.

The Director of Children's Services agrees with this recommendation.

The 49 Children's Centres (59 by April 2010) are offering universal services to all families across the reach area including nursery education and child care, family support, health and JC+ advice and further advice and support. A new database is being populated to monitor data on a monthly basis in terms of take up of services – identifying the area they live, ethnic background, gender, in receipt of benefit, disability. This information will enable targeting of services for those families experiencing difficulty or exclusion. The Early Years Service has commissioned Intensive Family Support services to be available in SOAs in the lowest 30% areas of deprivation. A new team of 61 Family Outreach Workers spend time in the community working with all families and giving additional support to families facing difficulties. Information about their levels of contact will be available by September 2009.

The aim Objective 5: of the Early Years Outcome Duty is to develop and promote partnership working with parents. There is wide evidence that schools and Children's Centres are working with parents to engage them in their child's early learning. For example Early Years Consultants work with family outreach workers to support parental involvement in their children's learning, All Children's Centres offer Movement Play activities with children in the centre and also work with parents to develop skills and knowledge around child development and early play and learning skills. All parents have an opportunity to comment about their child's progress on profiles and the Transition Form which then is shared with the receiving setting.

4.7 Recommendation Six:

That the Director of Children's Services and the Chief Executive of Education Leeds report back to us within three months on the steps being taken to ensure that 'joined-up' working becomes a fact of life for all providers working within the Early Years Foundation Stage, including the voluntary sector, and that the existing strategic commitment to partnership working between education, Early Years, Health and Social Care, along with current examples of good practice, are used as a basis from which to roll out these improvements across the city.

The Director of Children's Services agrees with this recommendation.

The recent Children's Centre review identified that all Children's Centres are working with health visitors, speech and language therapists and job centre+ to offer services for families. Many centres are evidencing good levels of additional family support services with good attendance and a growing range of opportunities developed in partnership with parents. A number of good practice examples of working with Children's Social Care have developed recently e.g. the secondment of two Children's Centre managers to ensure services to support children on the edge of care, a qualified social worker as part of the integrated team at Hawksworth Wood Children's Centre.

The voluntary sector are included in consultation, service development and services are commissioned for example LEAP supporting settings with asylum seekers and refugee families, PSLA- providing "One Point of Contact" for families with children with disabilities.

4.7 Recommendation 7:

That the Director of Children's Services and the Chief Executive of Education Leeds report back to us within three months on how the support on offer to those groups of children identified as being at high risk of underachievement, such as Black and Minority Ethnic children and those with Special Educational Needs, is being made as seamless as possible, particularly during the transition period.

The Director of Children's Services agrees with this recommendation.

Through the work of Objective 2 in the EYOD the Local Authority has recognised the need to use data in a way that supports service planning and early identification. For example information collated from Children's Centres and schools identifies Gypsy Roma and Traveller children who may require specialist support in centre and at home. An Early Years Consultant (Early Years Service) is now working closely with the newly appointed EAL early years consultant (Education Leeds). An action plan has been drawn up which will ensure training and support is offered where needed.

4.8 Recommendation 8:

Also, that the Director of Children's Services and the Chief Executive of Education Leeds carry out a review of the funding for children with Special Educational Needs within Early Years, within the next three months, with a particular focus on ensuring that children are offered the same level of high quality support, regardless of the type of setting which they attend.

The Director of Children's Services agrees with this recommendation.

A review is being undertaken around funding for young children with disabilities across all sectors to ensure inclusion and access- this will report to the Sure Start partnership in September 2009. There is a planned programme for all Children's Centres to undertake Early Support training by April next year- this is a national programme to facilitate parental engagement as central to all planning for their disabled child.

4.9 Recommendation 9:

That the Directors of Children's Services and Education Leeds develop a means of coordinating and moderating different services and their associated governance arrangements to ensure that there is a consistently high standard of service across all providers. That the option of making use of the Area Management Boards to achieve this be considered. That a report on progress is brought to the Children's Services Scrutiny board within the next 3 months.

The Director of Children's Services agrees with this recommendation.

The recent review of Children's Centres identified that 59% (29) of centres have an established Advisory Board attended by a range of partners from the area and including parents as active decision makers in the development of services. All centres (49) are expected to have Advisory Boards in place by January 2010. Centres will be advised to approach the Area Management Boards for involvement and support of their governance arrangements.

5.0 RECOMMENDATIONS

Executive Board are requested to approve the proposed responses to the recommendations of the Scrutiny Board (Children's Services).

Background Papers

There are no specific background papers relating to this report.

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Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 17 September 2009

Subject: Formal Response to Scrutiny Recommendations – Protecting our Environment

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 The Young People's Scrutiny Forum brings together young people from Leeds Youth Council and ROAR (Reach out and Reconnect) to carry out scrutiny inquiries on topics chosen by young people.
- 1.2 'Protecting our Environment' is the third inquiry that the young people have undertaken, and focused on waste management, sustainable building and education.
- 1.3 The Young People's Scrutiny Forum concluded its deliberations on 18th March 2009. The Forum's report was endorsed by the Children's Services and Environment and Neighbourhoods Scrutiny Boards in April 2009.
- 1.3 It is the normal practice to request a formal response to scrutiny recommendations, once an inquiry report has been issued. A formal response to the recommendations has now been received and is attached.
- 1.3 Due to recent changes in procedure, the proposed responses to the recommendations were submitted to the Executive Board for approval, on 26 August, before being forwarded to the Scrutiny Board.

2.0 Next Steps

- 2.1 The Youth Council has established a standing Scrutiny Panel as part of its structure. This group next meets on 22nd September, and will be considering and commenting on the response to the Forum's recommendations. The Executive Member for Environmental Services has also offered to meet with the young people.
- 2.2 Members may recall that the Board set up a working group¹ last year with the aim of establishing an ongoing relationship with the Youth Council, through regular meetings with the Scrutiny Panel. It was proposed that monitoring of the Forum's recommendations would be an appropriate area of work for this joint group.
- 2.3 It is therefore suggested that the working group is reconvened, with a view to discussing the young people's views on the responses to the recommendations, and that a further report is brought back to this Board in order to decide which recommendations may require ongoing tracking.

3.0 Recommendation

- 3.1 Members are asked to agree that a joint working group of Board Members and Youth Council Scrutiny Panel members consider the responses to the recommendations in the 'Protecting our Environment' report.

Background papers

None

¹ Membership of this working group was Councillors Hyde, Cleasby, Lancaster and Renshaw and Mrs Knights and Mr Britten.



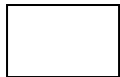
**Report of the Directors of City Development and Environment and Neighbourhoods,
and the Chief Executive of Education Leeds**

Executive Board

Date: 22nd July 2009

Subject: Response to the Young People's Scrutiny Forum inquiry 'Protecting our Environment'

Electoral Wards Affected:



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

EXECUTIVE SUMMARY

- 1 This report provides the Executive Board with details of the recommendations from the recent Young People's Scrutiny Forum inquiry into 'Protecting our Environment' and details how the relevant Directors and the Chief Executive of Education Leeds propose to respond to these recommendations. The report asks the Board to approve the proposed response.

RECOMMENDATIONS

- 2 Executive Board are recommended to:

Approve the proposed responses to the Young People's Scrutiny Forum's recommendations.

1.0 Purpose Of This Report

- 1.1 This report provides the Executive Board with details of the recommendations from the recent Young People's Scrutiny Forum inquiry into 'Protecting our Environment' and details how the relevant Directors and the Chief Executive of Education Leeds propose to respond to these recommendations. The report asks the Board to approve the proposed response.

2.0 Background Information

- 2.1 In December 2007, Scrutiny Board (Children's Services) asked the Youth Council to suggest a topic of importance to young people which could be the subject of a scrutiny review undertaken by young people on behalf of the board.

The Youth Council discussed a range of possible topics, and ultimately decided upon 'Protecting our Environment'. The final scrutiny report, containing full details is attached at appendix 1.

- 2.2 The report makes 11 recommendations for action. Due to the nature of the inquiry, these recommendations are addressed to a range of Council departments, and also to Education Leeds.

3.0 Main Issues

- 3.1 Below, each of the Young People's Scrutiny Forum's 11 recommendations are listed along with a response from the relevant Director, and/or the Chief Executive of Education Leeds.

- 3.2 Recommendation One:

That Leeds City Council works to increase the range of materials which can be recycled as part of the doorstep collection, particularly looking at including glass and a wider range of plastics, and that progress is reported back to the Scrutiny Board (Children's Services) in September 2009.

By 2020 we want to be in a position where we are recycling at least 50% of all household waste and we are continually improving our services to help the city achieve this.

Over the past two years Leeds has increased the range of materials collected from the kerbside with the introduction of a garden waste collection service.

Plastics collected in the green bin are types 1, 2 and 4. There are many different types of plastic in use, some of which we can recycle in the UK and other types, including that used to make yoghurt pots and margarine tubs for example, that require new technology to recycle them, which as yet is not available in the UK.

As part of our overall recycling strategy we are now assessing the potential of bringing in a separate food waste collection service and plan to run a trial of this service later this year.

We provide a glass recycling service to 26,753 flats/apartments across the city. Last year we collected 9,700 tonnes of glass for recycling through these services. A full option appraisal needs to be completed to determine the most effective and best value for money collection method for glass. Glass can also be recycled through our recycling bring sites and household waste sorting sites.

3.3 Recommendation Two:

That Leeds City Council writes to DEFRA to ask that the government looks at introducing a national system for recycling, and a clearer national labelling system for recyclable waste, and that the response is brought to the Scrutiny Board (Children's Services) in September 2009.

The Council will write to DEFRA on behalf of the Young People's Scrutiny Forum. However, a national 'Packaging Recycling Action Group' has been set up to explore ways of improving the consistency of recycling services across the country, and the LGA is representing local authorities in these discussions. A new labelling system was launched in March 2009 by the British Retail Consortium, and the impact of this is being monitored by WRAP. The Council are also represented on a number of national forums and groups which are used for consultations on national policies in this area.

3.4 Recommendation Three:

That Leeds City Council works to increase the opportunities for recycling besides using green bins, with a particular focus on making recycling more accessible to everyone. Options for including larger and more attractive recycling bins in the city centre and in public spaces such as parks should be considered, along with ways to encourage community ownership of these bins. That a report on progress is brought to the Scrutiny Board (Children's Services) in September 2009.

We are committed to ensuring everyone in Leeds has access to recycling facilities. In addition to green bins we have 11 household waste sorting sites, 436 recycling bring sites, and 250 communal recycling facilities in areas not suitable for green bins. The Council also currently provide recycling at large events across the city such as Opera in the Park, Party in the Park and events on Millennium Square.

Options for including recycling within the city centre is something which is being considered as part of the updated Integrated Waste Strategy for 2009 – 2012. Work is also underway to encourage those areas which are least likely to recycle to do so, and to map provision across the city in order to develop an improved recycling infrastructure.

3.5 Recommendation Four:

That Leeds City Council does more to promote the idea of 'reducing and reusing' as well as recycling, and that it also takes steps to make this easier - for example by working with local businesses to reduce the amount of packaging being given out, and by increasing the amount of facilities on offer for reusing unwanted items. That a report on progress is brought to the Scrutiny Board (Children's Services) in September 2009.

The Council is already promoting 'reducing and reusing' in the following ways:

- Offering an incentive scheme for parents to use washable nappies.

- Supporting the national campaign 'Love Food, Hate Waste'.
- Working in partnership with WRAP who fund a subsidised home composting scheme.
- Working in partnership with second hand furniture stores and charities across Leeds.
- Working in partnership with Seagulls on the community re-paint scheme.
- Working in partnership with Education Leeds to provide a school recycling education programme as part of the sustainable schools framework.

In addition to these things, a pilot scheme is being introduced to allow people to donate household items at five household waste sites. These items will be reused by the Voluntary and Community Sector. Leeds is also leading on the development of a business handbook, on behalf of the Yorkshire and Humberside Waste Prevention Group, to encourage businesses to recycle.

3.6 Recommendation Five:

That Leeds City Council does more to help everyone in the city to use less energy, by making funding available for people to add insulation, double glazing and other energy saving devices to their homes. More assistance should also be offered to those wishing to install renewable energy generating equipment (such as solar panels) in their homes, and a relaxation of planning restrictions should be considered as part of this. That progress is reported to the Scrutiny Board (Children's Services) in September 2009.

A wide variety of different funding opportunities are already on offer to people wishing to insulate their homes, or undertake other energy saving measures. These include 'Warmfront', 'Health through warmth' and the Carbon Emission Reduction Target work carried out by energy companies. Leeds City Council provides additional funding to 'top up' some of these grants. The Council also runs several in-house schemes which promote energy efficiency. None of these funding opportunities include double-glazing as this is not seen as an effective means of improving the energy efficiency of a home.

The Government have recently relaxed the rules over requiring planning permission for micro-renewable technologies. Generally speaking, householders can install solar panels, solar PV, ground or water source heat pumps, flues for biomass heating or combined heat and power plants provided that it is not too prominent. To assist with this, the Council are producing a Supplementary Planning Document on sustainable design and construction. An accompanying guidance note providing advice to householders wishing to carry out improvements to their property will also be produced as part of the Householder Design Guide Supplementary Planning Document.

3.7 Recommendation Six:

That Leeds City Council and Education Leeds show their commitment to improving energy efficiency by having a Display Energy Certificate in every one of their buildings, no matter how big or small, and that every effort is made to improve the rating of each building. The certificates should also be prominently displayed – for example in lifts or next to doors. We would like to see the Civic Hall used as an example of this, and ask that an update on the Civic Hall's current rating and any improvement measures being undertaken is provided to the Scrutiny Board (Children's Services) in September 2009.

Currently, the Energy Unit is charged with ensuring that all properties with floor area greater than 1000 square metres should have a current DEC. We are aware that the legislation is due to be changed in the near future to encompass all buildings greater than 500 square metres. This change would cover another approximately 350 sites. Cost to LCC will escalate to approximately £245,000 per year. Extension of the scheme to every site would expand the scheme to approximately 2,500 buildings. We are in the process of acquisition of new software that would enable us to produce these certificates at a cost rather less than the current average of £400 each. We would propose that, once that software is procured, and installed, we would use the same software, and the same team, to produce "unofficial" DECs for internal league-tableing and display purposes.

The purpose of the DECs is to dissuade us from making every effort to improve every building. It is much more designed to isolate the buildings that are worse than others of their type, so as to isolate and concentrate on the poor performers.

Each certificate is available electronically, so could be printed for each building as many times as is deemed expedient by the operator of the building.

The 2 key reasons for the Civic Hall being rated as an "E" rating (in this case 24% worse than average) are:-

- that it does not fit the standard model for such a building. There is a very high energy input for the computer server suite compared to more normal civic buildings
- the building is operated 24 hours per day, 7 days per week.

A number of measures relating to the energy performance of the Civic Hall are ongoing. A "switch-off" campaign recently showed that small savings on housekeeping are available. A comprehensive report will be prepared, in cooperation with Corporate Property Management, by Sept 2009.

3.8 Recommendation Seven:

That Education Leeds does all it can to maximize the opportunities for learning about environmental issues in all school lessons, and that an attempt is also made to improve the quality of this education, by developing a coherent approach across all areas of the curriculum, and incorporating some of the ideas from 'Philosophy for Children'. That Education Leeds presents a plan for how this can be achieved to the Scrutiny Board (Children's Services) in September 2009.

Sustainable development is included in one of the initial aims of the National Curriculum, and is a statutory requirement in four curriculum subjects: science, geography, design and technology, and citizenship. It is also a cross-cutting theme with links to all subjects and many other aspects of the curriculum, such as key skills.

The new Key Stage 3 National Curriculum specifically includes the global dimension and sustainable development as a cross-curriculum dimension.

Education Leeds' new PSHE primary scheme of work features an integrated module on waste and recycling, and primary schools on the pilot Leeds Sustainable Schools Programme are trialling a new environmental primary scheme of work for Leeds entitled Planet Protectors.

The roll-out of the Leeds Sustainable Schools Programme beyond the current pilot phase to all Leeds schools will promote a wide range of curriculum opportunities for teaching and learning about the environment. Developing personal, learning and thinking skills with pupils, including consideration of the approach provided by Philosophy for Children, will be an important element of the programme.

3.9 Recommendation Eight:

That Education Leeds and Leeds City Council work together to encourage all schools to join the Council school waste management contract so that they all have the same arrangements for recycling, and so that every young person in Leeds has the opportunity to recycle at school. A report on progress should be presented to the Scrutiny Board (Children's Services) in September 2009.

Education Leeds, through the Commissioning, Procurement and Business Development service, and Leeds City Council, already work together to encourage take up by promoting to schools the advantage of Leeds City Council's waste contract. These efforts will continue in the future, although there are some difficulties to be overcome in terms of termination clauses in schools' existing waste management contracts.

Effective waste management is also a condition of the sustainable schools programme, and schools will have to undergo a review of their existing waste contract arrangements in order to become classed as a 'sustainable school'.

3.10 Recommendation Nine:

That Education Leeds encourages all schools in the city, particularly secondary schools, to involve their pupils in practical activities to increase their understanding of environmental issues. This could include environment clubs in schools, and city wide activities. We would also particularly like to see young people in every school involved in monitoring the energy efficiency of their school building by studying the Display Energy Certificate and keeping track of how the recommendations for improvement supplied with it are being progressed. A report on this should be presented to the Scrutiny Board (Children's Services) in September 2009.

The introduction of the new Key Stage 3 National Curriculum, in particular the inclusion of the global dimension and sustainable development as one of seven cross-curriculum dimensions, provides both an opportunity and challenge to engage in particular with secondary school pupils.

To become a sustainable school in Leeds schools must provide opportunities for involving staff and pupils in practical activities that include the use of information about the schools own improvement measures on a range of environmental issues.

Education Leeds will encourage all schools, particularly secondary schools, to develop practical activities to increase their students understanding of environmental issues.

Some schools have also been involved in the Npower scheme 'Climate Cops Academy', facilitated by Leeds City Council. The Council are exploring opportunities to expand this scheme.

The software note in the response to recommendation 6, above, would enable schools to track energy and water consumption patterns at their schools within a matter of days of the meter reading times. Such data could link into the formal DECs to enable informal "running" DECs to be produced within schools. Note that this activity would not be applicable to PFI schools whose energy is procured by external providers.

3.11 Recommendation Ten:

That Education Leeds moves the deadline to make every school in Leeds a 'Sustainable School' forward to 2015, and that it brings a report on how this can be achieved to the Scrutiny Board (Children's Services) in September 2009.

In developing a local framework for sustainable schools, Education Leeds has adopted DCSF's national framework target for all schools to become sustainable schools by 2020. This timescale has been widely promoted and appears to be a "long way off". However this timescale recognises the significant changes, not only in infrastructure but also in behaviour and attitudes, that will be needed if sustainable schools are to be secured.

Less well known is the subsequent publication by DCSF of sustainable school performance bands which introduced interim milestones for 2010 and 2015 specifying that;

- by 2010 all schools should achieve at least a 'satisfactory' grade for all elements
- by 2015 all schools should achieve at least a 'good' grade for all elements
- by 2020 all schools should achieve at least half of all elements at a 'good' grade and half of all elements at an 'outstanding' grade

Adopting DCSF's interim milestones will be extremely challenging for the local Sustainable Schools Programme as the implications are that, as a first step, all Leeds schools will need to reach a 'satisfactory' level of performance within 20 months i.e. by the end of 2010.

Education Leeds hopes that with this more detailed explanation about the milestones to 2020, Scrutiny Board will accept that satisfactory performance will be achieved by 2010, good performance by 2015 and moving to outstanding performance by 2020.

3.12 Recommendation Eleven:

That Leeds City Council develops a central 'brand' for all of its environmental education materials, and that more innovative techniques are developed for engaging with people, rather than simply giving out leaflets. For example, more use could be made of the radio and the big screen in millennium square and posters could be put up on buses. That the Scrutiny Board (Children's Services) monitors the development of these new materials over the next 12 months.

Leeds City Council has adopted the use of the national recycle now branding on all environmental services communications and at household waste sorting sites across the city. Over 90% of local authorities in England now use the recycle now branding.

We have recently put recycling messages on the side of some of our refuse collection vehicles and hope to roll this to more vehicles within the fleet.

We use a variety of different media channels dependent on the types of campaigns we are running and which audience we are trying to target. We have also recently re-developed and made improvements to the recycling and waste area of the Leeds City Council website.

Proposed future improvements to communications include:

- An education campaign, including a doorstep exercise, in areas which have a low participation rate for using the green bin
- Re-branding and better signage at 'bring sites'
- A 'meet and greet' service at household waste sorting sites.

Leeds City Council is currently recruiting to the post of Sustainability Communications Officer. The purpose of the job is to promote Sustainable Development within the City Council and relevant partners by organising and supporting events and campaigns and by producing communication materials using a range of media opportunities. A key responsibility for this post will be to communicate and promote the City's recently adopted Climate Change Strategy and to oversee the production of the Council's Annual Environmental Statement to highlight the environmental improvements in the city as a whole.

4.0 Implications for Council Policy and Governance

4.1 There are no specific implications for Council Policy and Governance.

5.0 Legal and Resource Implications

5.1 There is the potential for significant resource implications in responding to some of the recommendations made by the Young People's Scrutiny Forum. The responses to individual recommendations make reference to specific legislative requirements and the use of existing resources, or plans to evaluate future projects. However, these resource implications are not directly the result of the recommendations of the Young People's Scrutiny Forum, but are part of plans which are already being developed. Where these plans might require significant additional resources, they would of course have to go through the usual approval process. One example of this is the Leeds Sustainable Schools Programme (recommendations 7-10), currently being piloted in draft format (2008-09). Further development of this programme beyond 2009 will cost around £240,000 p.a., although this covers the entire programme and not just those recommendations made by the Young People's Scrutiny Forum. More detailed legal and resource implications will be covered when the Programme is formally approved.

6.0 Recommendations

6.1 Executive Board are recommended to:
Approve the proposed responses to the Young People's Scrutiny Forum's recommendations

7.0 Background Papers

There are no specific background papers relating to this report.

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Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 17 September 2009

Subject: Recommendation Tracking

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 Each Scrutiny Board receives a quarterly report on any recommendations from previous inquiries which have not yet been completed.
- 1.2 This will allow 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.
- 1.3 A standard set of criteria has been produced, to enable the board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 1.4 For each outstanding recommendation, a progress update is provided. In some cases there will be several updates, as the board has monitored progress over a period of time.
- 1.5 To assist members, the Principal Scrutiny Adviser 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.

- 1.6 In particular, members should note that some recommendations may have a draft status of 4 or 5. For these recommendations, the Principal Scrutiny Adviser suggests that progress has been made. However, the decision as to whether this progress is acceptable is a judgement for board members to make.
- 1.7 In deciding whether to undertake any further work, members will need to consider the balance of the board's work programme.

2.0 Next Steps

- 2.1 The next cycle of quarterly recommendation tracking reports will be presented to Scrutiny Boards in December 2009, enabling the Board to judge progress against outstanding recommendations.

3.0 Recommendations

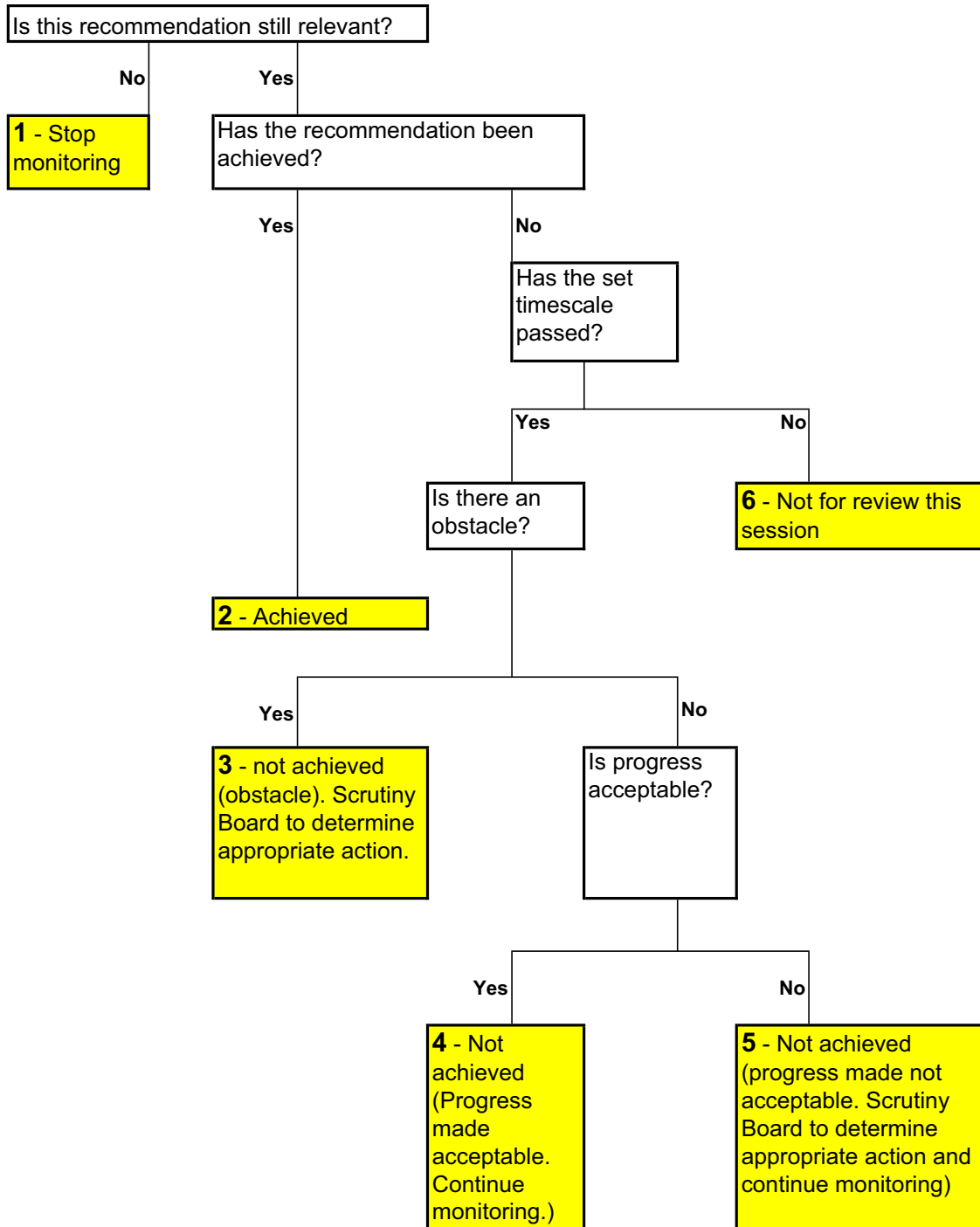
- 3.1 Members are asked to:

- 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.

Background Papers

Recommendation Tracking - Report to Overview and Scrutiny Committee – 4 December 2006

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



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| | Recommendation | Stage | Complete |
|---|---|---|----------|
| 3 | <p>We recommend that the Director of Social Services considers whether a similar organisational approach to that taken in Liverpool would benefit adoption in Leeds, and reports back to us with a view within three months</p> | <p>4 or 5 (not achieved)</p> | |
| | <p><u>September 2009 update</u></p> <p>Interviews for these posts have been held twice, without being able to recruit either time. The posts are being readvertised in <i>Community Care</i> in a further attempt to recruit. Further delay has been caused by the need to go to the Redeployment Board each time the posts are advertised.</p> <p><u>July 2007 position</u> <i>This proposal will be considered as part of the full review of the service as it represents a significant change to current practice and has budgetary implications</i> <i>Timescale: October 2007</i></p> <p><u>October 2007 update</u> <i>The timescale for the review to be completed is now January 2008.</i></p> <p><u>January 2008 update</u> <i>The timescale for completion of the review is now March 2008.</i></p> <p><u>July 2008 Update</u> <i>The Liverpool model has been considered and rejected on the basis that the benefits from that approach can be achieved by other means in Leeds. Specifically, Leeds has instead invested in 3 additional adoption officers to help shorten the timescale for assessments – a key priority for the service.</i></p> <p><u>October 2008 update</u> <i>To create extra capacity within the adoptions service as soon as possible, 1.5 of the posts available will be used to take on fostering work that has been covered by those responsible for adoptions. This will free up those staff to work entirely on adoptions. Half a post will be used to increase contact work and the other half a post will add to existing capacity. The process for filling these posts is currently being carried through. To stay within budget it has been necessary to reduce the 3 additional posts to 2.5.</i></p> | <p>Board to determine whether progress is acceptable</p> | |

| | Recommendation | Stage | Complete |
|--|--|-------|----------|
| | <p><u>January 2009 update</u> <i>In October the Board asked the Chair to monitor progress, with a view to signing off the recommendation once recruitment took place. The Chair has received a delegated decision report which is due to be considered by the Chief Officer (Children and Young People's Social Care) in January 2009, following which the posts can be filled/advertised.</i></p> <p><u>April 2009 update</u> <i>The Board decided in January that progress was not satisfactory, and requested a further report on the reason for the delays. This was considered by the Scrutiny Board in February 2009. The Board noted that posts had been advertised, and requested a further update in April 2009.</i></p> <p><i>The Board were informed in March that interviews had taken place for the Contact officer post and a candidate had been recommended for appointment. Only 2 applications were received for the Adoption worker posts, which were not of a standard suitable to interview. The posts are currently being re-advertised.</i></p> <p><i>A Delegated Decision report to approve a number of new fostering posts will be submitted at the beginning of April. If there are not sufficient suitable applicants for the adoption posts from the current re-advertising process, then there will be an opportunity to combine with the recruitment process for these new fostering posts.</i></p> | | |

| | Recommendation | Stage | Complete |
|---|---|--|----------|
| 2 | <p>That Metro should investigate the possibility of developing a concessionary scheme whereby young people pay for the first few journeys in the usual way and then get one/two free (buy four, get one free for example but avoiding the need to pay up front) and report their findings/actions to Scrutiny Board (Children’s Services) in July 2007.</p> | <p>4 (not achieved) Progress made acceptable. Continue monitoring</p> | |
| | <p><u>September 2009 update</u> The consultants’ work on concessions is in its final phase with a report expected by the end of September. In parallel, Metro is working with officers in the five districts of West Yorkshire to consider how ticketing products in general can be simplified. Work on ticketing has also been an important feature of the newly formed Metro Youth Transport Forum on which the five Youth Councils of West Yorkshire are represented. Metro Active has taken place throughout August (£1 day ticket for young people with a half fare pass) and an evaluation is now ongoing. If deemed successful, bus operators will be asked to support this promotion and extend it to other times of year.</p> <p><i>July 2007 position</i> Metro has agreed to consider this approach. <u>January 2008 update</u> <i>This type of scheme is conditional on the introduction of smart cards. Metro will keep the Scrutiny Forum informed of progress in this area.</i> <u>July 2008 Update</u> Operators have agreed to a ‘get around for a pound’ promotion over the summer holiday, entitling all young people (11-16) with a half fare pass to a £1 ticket. Other work to take this forward is still ongoing. <u>October 2008 update</u> <i>Metro are still in the process of compiling feedback from the ‘get around for a pound’ promotion. However, it is hoped that the promotion will be run again next summer. They are also continuing to explore the idea of free travel for young people, and are appointing a consultant to look at the costs and benefits of this.</i> <u>January 2009 update</u> <i>Consultants have been appointed to review the ticketing options available to young people in West Yorkshire in order to address the issues of cost and complexity of the offering that have been consistent elements of feedback to Metro. Part of this work will consider whether there is a business case for free bus travel for young people as is the case in London.</i> <i>The first phase of the consultants’ work is close to completion and was primarily around consultation. The feedback of Leeds young people has been a part of this phase. The second phase will take different economic models for ticketing offerings in order to establish the cost but also the benefits in their widest sense of different options (e.g. access to education, training and leisure, decongestion, health impacts).</i> <i>The ‘carnet’ idea is one of the options put forward to consultants for modelling.</i> <i>The consultants’ report will be available in early summer.</i> <u>April 2009 update</u> <i>Get Around for a Pound will run again this August. Promotional materials are being developed as well as links to sites such as Breeze. Particular links are being made to the Free Swimming initiative. The consultants’ work on concessions is well underway and a report should be available after Easter.</i></p> | | |

| | Recommendation | Stage | Complete |
|---|---|---|----------|
| 5 | <p>That Metro develop a text messaging comments and complaints system, promote this amongst young people and report progress to Scrutiny Board (Children’s Services) in July 2007.</p> | 4 (not achieved) | |
| | <p><u>September 2009 update</u> The text facility is now available for the new school year to all parents of primary school bus users. A recent survey of nearly 1200 secondary school bus users revealed that they would like service updates by text (66%) but would prefer to make complaints by phone (49%) or email/website (21% each). Mechanisms for delivery of the above are being developed.</p> <p><i><u>July 2007 position</u></i> Metro will consider this further following the launch of their young people’s website</p> <p><i><u>January 2008 update</u></i> The website has now been launched and complaints/comments can be submitted by email. Metro are still considering the possibility of introducing a text message system at some point in the future.</p> <p><i><u>July 2008 update</u></i> Metro has requested a quote for setting up and running a text messaging service.</p> <p><i><u>October 2008 update</u></i> A text messaging service has not yet been established, but Metro remain committed to this and are hoping to appoint an operator shortly.</p> <p><i><u>January 2009 update</u></i> Metro has established that this is technically feasible in terms of sending out messages to customers, e.g. about late running buses. By inference it is also technically feasible to receive such messages – the issues that remain to be resolved are (a) ensuring that customers send in sufficient information that such feedback can be followed up, and (b) ensuring adequate staffing levels to resolve issues in a timely manner. It is believed that a pilot with a small number of young people might help to understand these issues better and the possibility of running this will be explored in the New Year.</p> <p><i><u>April 2009 update</u></i> A text facility is being developed to inform parents of primary school children of late running services which may be extended to secondary school children in due course if found to be useful. Leeds Youth Council is represented on Metro’s Youth Forum which recently discussed the issue of making complaints. A free phone service, perhaps via MetroLine, was suggested as it enables complainants to communicate all information necessary to investigate the complaint fully and also to vent their frustration effectively! The feasibility of this option is under discussion.</p> | <p>Progress made acceptable. Continue monitoring</p> | |

| | Recommendation | Stage | Complete |
|---|--|--------------------------------|----------|
| 5 | <p>That the Director of Children’s Services ensures that there is comprehensive provision of local activity programmes and directories across Leeds, and reports back to us within three months on how this will be achieved.</p> | <p>2 (Achieved)</p> | <p>✓</p> |
| | <p><u>September 2009 update</u> Booklets were produced detailing summer activities for each wedge in Leeds and these have been well received. Feedback from customers is now being sought so that the booklets can be improved in the future. There has been significant uptake of Breeze activities during summer 2009 with 25 events having taken place across the city. The Breeze has Talent finals will take place at West Yorkshire Playhouse at the end of October. The Family Hub website has been re-launched to provide improved information for children, young people and families. Closer links between the Family Hub and Extended Services continue to be developed so that the information that is provided for families is more comprehensive.</p> <p><i><u>September 2008 response</u></i> This will be addressed at two levels: Citywide the Chief Officer for Early Years and Youth Services will work with partners to take an overview of programmes in place and ensure that current good practice is built on to develop a more comprehensive programme. At a local level the ongoing strengthening of partnerships and integration between different services will continue to enable a more co-ordinated approach and therefore a wider offer locally.</p> <p><i><u>January 2009 update</u></i> Building on the above, following the Scrutiny review, this is being achieved through extended services and the Family Hub working in a much more co-ordinated way to develop local service provision and directories for each part of the city. This is helping to focus on a better city-wide approach so that previous gaps in provision are more easily identified and more consistency is achieved. I.T. improvements to the Family Hub, coupled with this closer working mean that local service directories will be available for each part of the city in the summer holidays of 2009.</p> <p><i><u>April 2009 update</u></i> A series of meetings has taken place at Extended Services Advisor and Cluster Co-ordinator level to agree procedures and timescales to produce information on the full programme of Holiday activities Summer 2009. Extended Services Clusters will receive back the information they have provided to a central database in a format that will have some consistency city wide yet enable them to quickly and efficiently customise into their own locally produced booklets. Parents will receive the full programme of Holiday Activities: Registered / Non Registered and Educational/Cultural activities provided by Education Leeds. A workshop hosted by Government Office Y&H will take place in March/April that will develop the networking relationships and confirm the operational procedures that will deliver to the clusters at local level.</p> | | |

| | Recommendation | Stage | Complete |
|---|--|---|----------|
| 9 | <p>That the Director of Children’s Services commissions an in-depth review of transport, to promote more effective use of existing resources and improve children and young people’s access to services, and that she reports back to us within three months on progress.</p> | <p>4 or 5 (not achieved)</p> | |
| | <p><u>September 2009 update</u> The new Children and Young People’s Plan has now been completed. This gives renewed focus to work around the ‘places to go and things to do’ priority. Work is continuing in support of the wider initiatives to improve transport provision for young people, including the work that Metro are planning over the autumn.</p> <p><u>September 2008 response</u> It is agreed that an in-depth review is required, but it is not possible with the resources available in this financial year to undertake the work to scope and conduct such a review. We have however, during the last three months undertaken informal discussions with key stakeholders about opportunities to take this forward. This recommendation from scrutiny will also ensure this matter is considered a priority within the revised Children and Young People’s Plan for 2009 and beyond. Meanwhile, work is progressing to look at the current availability and use of school transport so that it better supports the offer of extended services to young people.</p> <p><u>January 2009 update</u> The position is as above with respect to this becoming a priority within the revised Children and Young People’s Plan for 2009 onwards.</p> <p><u>April 2009 update</u> Transport considerations will form an important strand of the ‘places to go and things to do’ priority within the new Children and Young People’s Plan. This will focus more attention in this area. Key partners are continuing to work closely to identify opportunities to improve transport provision, for example in supporting the progress of Metro’s Strategy for Young People.</p> | <p>Board to determine whether progress is acceptable</p> | |

| | Recommendation | Stage | Complete |
|---|--|-----------------|----------|
| 1 | <p>That the Director of Children's Services ensures that the staff of the MAST team are given clear information about the current plans for the future of the team as a matter of urgency, and that the staff are kept regularly updated on progress.</p> | 2 (Achieved) | ✓ |
| | <p><u>September 2009 update</u> All members of MAST have been included within the re-aligned BEST service in East Leeds or through funding available to the Seacroft Manston Children and Young People Partnership. The team had to be re-located because of the closure of East Leeds Family Learning Centre. The Governing Body at Parklands Primary School agreed to provide some office space to 'house' the team. Other space will be used to offer therapeutic/counselling services.</p> <p>The Locality Enabler (East) holds regular meetings with the MAST manager and has also met with the whole team.</p> <p>The MAST manager and deputy manager have been invited to join other managers providing education support services in East Leeds to review future service development.</p> <p><i><u>Director's Response (Approved by Executive Board April 2009)</u></i> The Director of Children's Services has required that the Locality Enabler (East) has met with all staff, meets regularly with the manager of the team and for any HR processes associated with the team to be routed through him to ensure that a co-ordinated approach is retained. The Locality Enabler will keep the Director informed of progress.</p> <p><i><u>Update on Latest Position/Activity May 2009</u></i> The Locality Enabler (East) is continuing to take an overview of progress and activity relating to the MAST and is encouraging all relevant colleagues to ensure that staff are kept up-to-date with information in a timely and co-ordinated manner.</p> | | |

| | Recommendation | Stage | Complete |
|---|--|---|----------|
| 2 | <p>That the present MAST team is retained until revised service proposals are in place.</p> <p>September 2009 update This has been achieved. One member of the team recently was successful in her application to a new post in South Leeds.</p> <p><i>Director's Response (Approved by Executive Board April 2009)</i> The MAST team will all remain in place to August '09 with the expectation that they will have the opportunity to be part of the re-aligned BEST service in East Leeds.</p> <p><i>Update on Latest Position/Activity May 2009</i> Staff funded through the BEST / BIP initiative on the payroll of John Smeaton School have been accommodated by Crossgates Primary School and Parklands Primary School until August 2009. This adjustment has been made to comply with the request of the Governing Body at John Smeaton. Each individual member of staff will be accommodated within the process of re-aligning BEST across the city from September 2009 along with other members of MAST.</p> | 2 (Achieved) | ✓ |
| 3 | <p>That the Director of Children's Services informs the Scrutiny Board of plans for future provision of the type of service offered by MAST, in the East area of the city and city-wide.</p> <p>September 2009 update The re-alignment of BEST (mainly staffing) within East Leeds requires that the priorities for the service need to be re-assessed. Discussion is underway with Headteachers and service managers to further develop how to deliver against priorities in the context of broader proposals emerging to support children and young people who have challenging behaviours or who are persistently absent. Staff and budget provision have been allocated to each of the 5 children services 'wedge' areas.</p> <p>The Seacroft / Manston Children and Young People Partnership has worked with the David Young Community Academy to successfully secure a £3.3m capital bid through the Cross Government Co-location Fund. Part of this bid involves a commitment to establishing a multi disciplinary service team on site. MAST have already been involved in early discussion about the building design and service delivery. This will continue through to design freeze. The project offers an opportunity to refresh our thinking about the skills and disciplines that can be brought together to improve family support services locally alongside the work undertaken through the Children Centres.</p> <p>The development of multi disciplinary arrangements in the city are enabled through 3 key service delivery</p> | 4 (not achieved) Progress made acceptable. Continue monitoring. | |

mechanisms:

Children Centres, Extended Services and Integrated Youth Support Services.

In the Leeds Children and Young people Plan Priority 9 – Strengthening Safeguarding and Priority 10 – Enabling Integrated Working identify key actions to be taken to improve our ‘working together’ arrangements. The new CAA arrangements and new OFSTED inspection arrangements are providing a focus for further development of these priorities.

Director's Response (Approved by Executive Board April 2009)

The Scrutiny Board will be informed of this through the Leeds Inclusive Learning Strategy (LILS). Recommendations for changes through the LILS will be finalised for approval during the summer 2009 term.

Update on Latest Position/Activity May 2009

The re-alignment of BEST (mainly staffing) within East Leeds requires that the priorities for the service need to be re-assessed. Discussion is underway with Headteachers to give some shape to this work in the context of broader proposals emerging to support children and young people with challenging behaviours.

The Seacroft /Manston Children and Young People's Partnership is reviewing the work of the 3 Parent Support Advisers (these posts are additional to MAST) and the 2 Home School Liaison Officers (part of MAST) to determine how to continue and improve parent support services locally. This work will take account of the support now available from the Children's Centre Family Outreach Workers and the new contract in East Leeds for intensive family support with the PCT.

In East Leeds Re'new have been successful with a Youth Sector Development Fund bid (£2.2m over 2 years) to provide services which will improve opportunities for young people.

In addition, the Seacroft/Manston Children and Young People's Partnership has worked with the David Young Community Academy to submit a £3.3m capital bid through the Cross Government Co-location Fund. Part of this bid involves a commitment to establishing a multi disciplinary youth support service team on site. The bid if successful would also see the building available for the type of work MAST has successfully developed with children and young people in recent years.

The draft of the new Children and Young People's Plan 2009-2014 outlines the ambitions for helping services work together better. It is envisaged that to meet individual needs will require a multi-disciplinary team around the child to be established. This broad approach will help to shape future progress around support services to children and families in East Leeds.

| | Recommendation | Stage | Complete |
|--|---|---|----------|
| 4 | <p>That the Director of Children's Services ensures that the local knowledge of staff is properly recognised and retained. Also that the MAST name is retained in some way if it works for local people.</p> | 2 (Achieved) | ✓ |
| <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 76</p> | <p><u>September 2009 update</u> As reported in April.</p> <p><i>Director's Response (Approved by Executive Board April 2009)</i> It is anticipated that the current staff will be an important part of the new arrangements and the DCS will encourage local 'cluster' partnerships and services to have a high-regard for the knowledge of local staff and to use this in developing more integrated working around activities like the common assessment framework.</p> <p>The DCS expects that the local cluster partnership will undertake an assessment before any change in name that adversely impacts on service delivery. The Locality Enabler (East) will monitor this.</p> <p><i>Update on Latest Position/Activity May 2009</i> The skills of staff in the MAST will continue to be utilised locally, for example in providing therapy to meet the emotional health needs of children and young people with challenging behaviours.</p> <p>Future consideration of the name of the relevant services in the area must recognise that for local people the name MAST has positive and well-understood connotations about the type of services provided and without stigma attached.</p> | | |
| 5 | <p>That the Director of Children's Services produces clear guidelines which support partners to manage existing and future jointly funded activities, projects or teams, with clear lines of accountability for key areas such as personnel and performance management.</p> | 4 (not achieved) Progress made acceptable. | |
| | <p><u>September 2009 update</u> Education Leeds has produced guidelines for schools re HR issues and 'cluster' arrangements. An HR partnership network is being established to further progress this work and produce guidance before April 2010.</p> <p><i>Director's Response (Approved by Executive Board April 2009)</i> A new financial planning framework established in 2009/10 will ensure that all aspects of children's services financial planning are considered together. Detailed guidance will also be developed by a small partnership group. This will be completed by September 2009.</p> <p><i>Update on Latest Position/Activity May 2009</i> It is anticipated that the partnership group will complete this work over the summer of 2009.</p> | Continue monitoring. Next review in Mar 2010 | |

| | Recommendation | Stage | Complete |
|---|--|--|----------|
| 6 | <p>That the Director of Children's Services produces a protocol with partners which promotes proper consultation with all partners involved in jointly funded activities, projects or teams before the removal of funding. The protocol should allow for the consideration at a strategic level of the implications of the potential loss of any such service within the overall priorities for Children's Services.</p> | <p>4 (not achieved) Progress made acceptable.</p> | |
| | <p><u>September 2009 update</u> The Vulnerable Group Commissioning Partnership is progressing work re 'pooled' budget arrangements which will be taken through relevant partnership and executive arrangements prior to the next financial year. We will use the Co-location fund project in Seacroft and the Youth Hub project in South Leeds to further develop through practical examples protocol and guidance. Partners through ISCB will be asked to identify at an early stage in the budget cycle any jointly funded projects at risk.</p> <p><i><u>Director's Response (Approved by Executive Board April 2009)</u></i> <i>A partnership working group will be established to progress this recommendation, which will be completed by September 2009. This will link in to the financial planning framework outlined in recommendation 5 above.</i></p> <p><i><u>Update on Latest Position/Activity May 2009</u></i> <i>It is anticipated that this work will be completed over the summer of 2009. This will enable the group to set it in the context of the new Children and Young People's Plan and consider new government guidance around Children's Trust Arrangements.</i></p> | <p>Continue monitoring.</p> | |

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Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 17 September 2009

Subject: Work Programme

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 A copy of the board's draft work programme is attached for members' consideration (appendix 1). The attached chart reflects the discussions at the board's July meeting.
- 1.2 Also attached is a summary of the activities of the Board's various working groups, since the last meeting on 9th July (Appendix 2).
- 1.3 The current Forward Plan of Key Decisions (appendix 3) and the minutes of the Executive Board meeting on 22 July and 26 August (appendix 4) will give members an overview of current activity within the board's portfolio area.

2.0 Recommendation

- 2.1 The board is requested to agree the attached work programme subject to any decisions made at today's meeting.

Background papers

None

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**Scrutiny Board (Children's Services)
Work Programme 2009/10**

| Item | Description | Notes | Type of item |
|---|--|--|--------------|
| Meeting date – 15 October 2009 | | | |
| Population Growth | To receive evidence for the first session of the board's inquiry | | DP |
| Meeting date – 12 November 2009 | | | |
| Population Growth | To receive evidence for the second session of the board's inquiry | | DP |
| Meeting date – 10 December 2009 | | | |
| Performance Management | Quarter 2 information for 2009/10 (July-Sept) | All Scrutiny Boards receive performance information on a quarterly basis | PM |
| Children's Services and the Children and Young People's Plan | To maintain an overview across the Board's portfolio, and to monitor the development of the Children's Services arrangements in Leeds Includes tracking of progress against APA and JAR recommendations | The Board has agreed to monitor progress against one CYPP priority and one 'organisational' issue on a quarterly basis. This report will cover the 'places to go and things to do' priority, and Locality working | PM |
| Formal response to Scrutiny Board recommendations | To receive the formal response to the Meadowfield final inquiry report | | MSR |
| Recommendation Tracking | This item tracks progress with previous Scrutiny recommendations on a quarterly basis | | MSR |
| School performance and Ofsted Inspections | Annual report on school performance, Ofsted Inspections and schools causing concern | The Scrutiny Board agreed in 2006/07 to consider these reports to Executive Board | PM |

**Scrutiny Board (Children's Services)
Work Programme 2009/10**

| Item | Description | Notes | Type of item |
|---|--|---|--------------|
| Meeting date – 28 January 2010 | | | |
| 21st Century Schools/Rose review | To receive evidence for the first session of the board's inquiry | | DP |
| Meeting date – 25 February 2010 | | | |
| 21st Century Schools/Rose review | To receive evidence for the second session of the board's inquiry | | DP |
| Meeting date – 25 March 2010 | | | |
| Performance Management | Quarter 3 information for 2009/10 (Oct-Dec) | All Scrutiny Boards receive performance information on a quarterly basis | PM |
| Children's Services and the Children and Young People's Plan | To maintain an overview across the Board's portfolio, and to monitor the development of the Children's Services arrangements in Leeds Includes tracking of progress against APA and JAR recommendations | The Board has agreed to monitor progress against one CYPP priority and one 'organisational' issue on a quarterly basis. This report will cover Sex and relationship education as part of the teenage conception priority, and new types of school – eg federations, academies and trusts | PM |
| Recommendation Tracking | This item tracks progress with previous Scrutiny recommendations on a quarterly basis | | MSR |

**Scrutiny Board (Children's Services)
Work Programme 2009/10**

| Item | Description | Notes | Type of item |
|---------------------------------------|---|-------|--------------|
| Meeting date – 22 April 2010 | | | |
| Annual Report | To agree the Board's contribution to the annual scrutiny report | | |
| Scrutiny Board Inquiry Reports | To finalise the Board's inquiry reports | | |

Key:

RFS – Request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (including potential areas for scrutiny)

**Scrutiny Board (Children's Services)
Work Programme 2009/10**

| Working Groups | | | |
|---|--|---|---|
| Working group | Membership from 2008/09 | Current position | Meeting Dates |
| Safeguarding - Resources | Councillor Hyde Councillor Driver Councillor Gettings Councillor Selby Mr Britten Mr Falkingham Ms Foote Prof Gosden | To consider the adequacy of current children's social work resources to meet core child protection responsibilities | 30 July Various dates in August and September |
| Safeguarding – Preventative Duty | Councillor Driver Councillor Gettings Councillor Lancaster Councillor Selby Mr Britten Mr Falkingham Ms Kayani Ms Morris-Boam | To consider the universal safeguarding duty and preventative work, particularly at a wedge level | 30 July Various dates in September and October |
| 14-19 review | Councillor Hyde Councillor Cleasby Councillor Driver Councillor Lancaster Mr Britten Mr Falkingham Professor Gosden | Inquiry carried over from 2008/09 – meeting with employers to be arranged | |

**Scrutiny Board (Children's Services)
Work Programme 2009/10**

| Working Groups | | | |
|--|---|--|------------------|
| School Organisation Consultations | Councillor Hyde Councillor Cleasby Councillor Renshaw Councillor Selby Mr Britten Mr Falkingham Ms Johnson Mrs Knights | Request for scrutiny from Councillors Ewens and Pryke | 3 September 2009 |
| Attendance | Councillor Hyde Councillor Gettings Mr Britten Mr Falkingham Professor Gosden | The Board agreed in May 2009 that the working group should review progress before the end of the 2009 calendar year. | Nov/Dec 2009 |

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Scrutiny Board (Children's Services)

Update on working group activity

This report provides an update on the activities of the Board's various working groups, since the last meeting on 9th July.

Safeguarding

There was a joint meeting of both Safeguarding working groups on 30th July. Members received a presentation from Jackie Wilson and Bryan Gocke on the national perspective, in particular Lord Laming's report and the government response; the Social Work Task Force report published the previous day; and the new Ofsted inspection framework.

A timetable has now been set for the remainder of the working group meetings, throughout September and October. There are five sessions planned for the Resources working group and four for the Preventative Duty working group.

A further joint meeting will be organised at the end of this process for the working group members to discuss the conclusions and recommendations they wish to bring back to the full Scrutiny Board.

Safeguarding – Resources

This working group met on 21st August with Elizabeth Shingler and Ann-Marie Norman, who took members through the various stages of the journey that a child experiences from initial referral through to a potential child protection plan. Members were given information about the various assessments and decision making processes, and the key staff involved. They also discussed some of the work being undertaken to review the referral and assessment processes, and in response to the Ofsted unannounced inspection.

The next two sessions of this working group will have taken place by the time that the Board meets on 17 September. These involve Members visiting a duty team to observe their work; and a session with care management staff and a core group for child protection plans.

School Organisation Consultations

This working group met on 3rd September. The working group heard from Councillors Ewens and Pryke in relation to their concerns about the methodology of the consultation over the future of City of Leeds High School. Ms Beeson - a parent - also attended, having written to the Chair about her

concerns. Pat Toner and Dee Reid attended and discussed the approach to school organisation consultations in general, as well as specific details in relation to City of Leeds High School.

A number of ideas about possible improvements to the process emerged from the meeting, but it was agreed that a further session was required before the working group presents its conclusions to the full Scrutiny Board.

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

Extract relating to Scrutiny Board (Children's Services)

For the period 1 September 2009 to 31 December 2009

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer (To whom representations should be made and email address to send representations to) |
|---|--|----------------------------------|---|--|--|
| Connexions Intensive Support Services Contract Award for the wedge based services only. Delegated Decision for the City Centre and Colleges provision taken in August | Chief Officer - Early Years and Integrated Youth Service | 1/9/09 | Wide ranging consultation process has taken place involving all key stakeholders, existing providers and the Directorate of Children's Services | Award Report | Chief Officer - Early Years and Integrated Youth Service gerry.hudson@leeds.gov.uk |
| Provision of Community Living Project for Children and Young People in Leeds Delegated Decision Required to Commission a Community Living Service for Young People | Chief Officer - Children and Young People Social Care | 1/11/09 | n/a | Report to be presented to the Delegated Decision Panel | Chief Officer - Children and Young People Social Care mary.cousins@leeds.gov.uk |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer (To whom representations should be made and email address to send representations to) |
|---|---|----------------------------------|--|---|--|
| Young People's substance misuse prevention and treatment service Contract Award | Chief Officer - Children and Young People Social Care | 1/11/09 | Vulnerable Groups Commissioning Board, Substance Misuse Advisory Board, National Treatment Agency, Youth Offending Service, Tender Panel | Tender Documents | Chief Officer - Children and Young People Social Care louise.atherton@leeds.gov.uk |
| Biannual Summary of Ofsted Inspections and Schools Causing Concern, Primary, Summer 2009 The report provides an update of information | Executive Board (Portfolio: Children's Services) | 4/11/09 | | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds christene.halsall@educationleeds.co.uk |
| Biannual Summary of Ofsted Inspections and Schools Causing Concern, Secondary, Summer 2009 The report provides an update of information. | Executive Board (Portfolio: Children's Services) | 4/11/09 | | The report to be issued to the decision maker with the agenda for the meeting | Chief Executive of Education Leeds brian.tuffin@educationleeds.co.uk |

NOTES

Key decisions are those executive decisions:

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

Executive Board Portfolios

Executive Member

Central and Corporate

Councillor Richard Brett

Development and Regeneration

Councillor Andrew Carter

Environmental Services

Councillor James Monaghan

Neighbourhoods and Housing

Councillor John Leslie Carter

Leisure

Councillor John Procter

Children's Services

Councillor Stewart Golton

Learning

Councillor Richard Harker

Adult Health and Social Care

Councillor Peter Harrand

Leader of the Labour Group

Councillor Keith Wakefield

Leader of the Morley Borough
Independent Group

Councillor Robert Finnigan

Advisory Member

Councillor Richard Lewis

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

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EXECUTIVE BOARD

WEDNESDAY, 22ND JULY, 2009

PRESENT: Councillor R Brett in the Chair

Councillors A Carter, J L Carter,
R Finnigan, S Golton, R Harker, P Harrand,
J Monaghan, J Procter and K Wakefield

Councillor R Lewis – Non-Voting Member

24 Exclusion of the Public

RESOLVED - That the public be excluded from the meeting during consideration of the following parts of the agenda designated exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- a) Appendices 1 and 2 to the report referred to in minute 34 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information contained in the appendices relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the disposal of the property/land referred to, then it is not in the public interest to disclose this information at this point in time. Also, it is considered that the release of the information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would be aware about the nature and level of consideration which may prove acceptable to the council. It is considered that whilst there may be a public interest in disclosure, much of the information will be publicly available from the Land Registry following completion of these transactions and, consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- b) Appendix 1 to the report referred to in minute 38 under the terms of Access to Information Procedure Rule 10.4(3) and 10.4(5) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because publication of this report could prejudice the City Council's commercial interests and the City Council's legal interests in maintaining legal professional privilege during legal proceedings.

- c) The appendix, plan 2 and plan 3 to the report referred to in minute 42 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure could be prejudicial to the commercial interests of the Council and other outside bodies.
- d) Appendix B to the report referred to in minute 59 under the terms of Access to Information Procedure Rule 10.4(3) and (4) on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as it relates to the financial and business affairs of the Council and that publication could be prejudicial to the Council's commercial interests and to negotiations with potential contractors.

25 Declaration of Interests

Councillor Wakefield declared a personal interest in the items entitled, 'Response to the City and Regional Partnerships Scrutiny Board Inquiry into Skills' and 'A Partnership Approach to the Planning, Funding and Delivery of 14 – 19(25) Provision in Leeds' due to being a governor of Leeds City College (Minutes 33 and 57 refer respectively).

Councillor Wakefield also declared a personal interest in the item entitled, 'Proposed Increases in Admission Limits for September 2010' due to being a governor of a primary school. (Minute 56 refers)

Councillor Finnigan declared a personal interest in the items entitled, 'Response to Council Deputation – 'Hands off our Homes Group'', 'Response to Council Deputation – Woodbridge Tenants and Residents' Association', 'Lettings Policy' and 'ALMO Annual Reports 2008/09' due to being a Director of Aire Valley Homes (Minutes 49, 28, 50 and 51 refer respectively).

Councillor Harker declared a personal interest in the item entitled, 'Proposed Increases in Admission Limits for September 2010', due to being a governor of a primary school (Minute 56 refers).

Councillor Golton declared a personal interest in the item entitled, 'ALMO Annual Reports 2008/09' due to being a Director of Aire Valley Homes (Minute 51 refers).

Councillor A Carter declared a personal interest in the item entitled 'Marketing Leeds Annual Report 2009' due to being a Director of Marketing Leeds and a personal interest in the item entitled, 'Proposed Lease of Land at Pudsey Bus Station, Church Lane, Pudsey, LS28' due to being a Board member of the West Yorkshire Integrated Transport Authority (Minutes 35 and 36 refer respectively).

- 26 Minutes**
RESOLVED – That the minutes of the meeting held on 17th June 2009 be approved.

CENTRAL AND CORPORATE

- 27 The KPMG Scrutiny Review - May 2009**
The Chief Democratic Services Officer submitted a report summarising the key findings from KPMG's recent audit of the Council's Overview and Scrutiny arrangements and detailing management's formal response to the recommendations

Alison Ormston of KPMG attended the meeting and presented the audit report.

RESOLVED – That the assurances provided with regard to the Council's Overview and Scrutiny arrangements be noted, together with the intention that the key learning points will be progressed by officers through the Scrutiny Chairs' Advisory Group.

NEIGHBOURHOODS AND HOUSING

- 28 Response to Council Deputation - Woodbridge Tenants' and Residents' Association Regarding the Condition of the Properties on the Estate**
The Director of Environment and Neighbourhoods submitted a report in response to the deputation to Council from the Woodbridge Tenants' and Residents' Association on 22nd April 2009.

RESOLVED – That the agreed actions, following the attendance of the deputation at Council, be noted.

CENTRAL AND CORPORATE

- 29 Treasury Management Annual Report 2008/09**
The Director of Resources submitted a report providing a review of the treasury management strategy and operations for 2008/09.

RESOLVED -

- a) That the treasury management outturn position for 2008/09 be noted.
- b) That the recommendations of the CIPFA Treasury Management Panel Bulletin and the CLG Select Committee be referred to the Central and Corporate Functions Scrutiny Board and the Corporate Governance and Audit Committee for further consideration.
- c) That Council be recommended to approve the limits of fixed debt from 2009/10 onwards that are held in different periods as outlined in paragraph 3.3.4 of the submitted report.

- d) That Council be recommended to approve the upper limit on sums invested for periods longer than 364 days for 2009/10 as outlined in paragraph 3.3.6 of the submitted report.

(The matters referred to in parts (c) and (d) of this minute being matters reserved to Council were not eligible for Call In)

30 Capital Programme Update 2009 to 2013

The Director of Resources submitted a report providing an update on the capital programme position for 2009-2013 and seeking approval to allocate resources to specific schemes.

RESOLVED -

- a) That the £35,400,000 remaining balance of the Strategic Development Fund be allocated to New Generation Transport and Flood Alleviation projects.
- b) That the delegated decisions to release reserved schemes, as set out in Table 2 of the submitted report, be noted.
- c) That the proposals for the allocation of additional resources, as set out in Table 3 of the submitted report, be approved.
- d) That the injection of £125,000 to the capital programme for the food waste bin pilot, funded through unsupported borrowing, be approved.
- e) That a variation of £200,000 on the Housing Revenue Account ICT Phase 2 project, as outlined in section 3.3.4 of the submitted report, be approved.

(Under the provision of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he abstained from voting on this matter)

31 Leeds Strategic Plan and the Council Business Plan - Performance Reporting at Quarter Four 2008/09

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report presenting the quarter 4 performance report for the Leeds Strategic Plan and the Council Business Plan.

RESOLVED – That the contents of the report be noted.

32 Sustainable Communities Act

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on a proposal to extend the Council's powers to deal with obstructive parking for formal submission to the Local Government Association as a recommended proposal for Government action.

RESOLVED – That approval be given for the submission of the proposal to extend the powers of Council employed civil enforcement officers to issue Penalty Charge Notices.

33 Response to the City and Regional Partnerships Scrutiny Board Inquiry into Skills

The Head of Scrutiny and Member Development submitted a report in response to the recommendations arising from the Scrutiny Board (City and Regional Partnerships) inquiry into skills.

RESOLVED – That the proposed responses to the Scrutiny Board (City and Regional Partnerships) recommendations, as contained in the submitted report, be approved.

DEVELOPMENT AND REGENERATION

34 Proposed Leeds Arena

The Director of City Development submitted a report on progress made in developing the scheme proposals for the arena, proposing that Clay Pit Lane be confirmed as the site for the proposed development and requesting that the Board reconfirms the scope, aims, objectives and outcomes of the project, in addition to presenting proposed Heads of Terms for a commercial agreement.

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

RESOLVED -

- a) That Clay Pit Lane be selected as the site for the proposed arena development.
- b) That the progress made in developing the scheme proposals be noted.
- c) That the scope, aims, objectives and outcomes of the project, as detailed in the submitted report, be reconfirmed.
- d) That the provisionally agreed Heads of Terms with SMG Europe Holdings Ltd for the Agreement for Lease and Lease of the arena be approved.
- e) That approval be given to the provisionally agreed Heads of Terms with the third party named in exempt appendix 2 of the report for the receipt of annual revenue payments to part finance the City Council's funding model for the capital cost of developing the arena.

(The matters referred to in this minute were not eligible for Call In as any delay in concluding such legal agreements may result in the parties to the

agreements seeking to renegotiate the terms of such agreements and, as such, could increase the cost to the Council of developing the arena).

35 Marketing Leeds - Annual Report 2009

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report providing an update on the work of Marketing Leeds and its contribution to the city's priorities.

Deborah Green of Marketing Leeds attended the meeting and presented the report.

RESOLVED – That the content of the report be noted.

36 Proposed Lease of Land at Pudsey Bus Station, Church Lane, Pudsey, LS28

The Chief Asset Management Officer submitted a report on the proposed disposal of the subject site to West Yorkshire Passenger Transport Executive by way of a long lease at less than best consideration, in order to facilitate the development of the new bus station.

RESOLVED – That approval be given for the disposal of the site, as identified on the plans attached to the submitted report, to the West Yorkshire Passenger Transport Executive, by way of a 99 year lease at less than best consideration.

37 West Leeds Gateway Area Action Plan - Pre-Submission Consultation

The Director of City Development submitted a report on the key objectives of the West Leeds Gateway Area Action Plan (AAP) and proposals to publish the Plan for the purposes of public participation and receipt of formal representations, between 5th October and 16th November 2009.

Members received an update on the informal guidance relating to several areas of the AAP which had been received from Government Office and the Planning Inspectorate.

RESOLVED –

- a) That the Director of City Development be authorised to revise the West Leeds Gateway Area Action Plan in line with the informal guidance received from Government Office and the Planning Inspectorate.
- b) That approval be given for the publication of the West Leeds Gateway Area Action Plan Development Plan Document for the purposes of public participation, and to formally invite representations on it between 5th October and 16th November 2009.

38 A639 Stourton Landslip

The Director of City Development submitted a report on the proposed scheme and expenditure required to overcome a stability problem on the A639 highway in the vicinity of the Leeds Valley Park roundabout.

Plan TS/299067/GA/01 was tabled at the meeting for Members' consideration.

Following consideration of Appendix 1 to the report, designated as exempt under Access to Information Procedure Rule 10.4(3) and (5) which was considered in private at the conclusion of this meeting, it was

RESOLVED -

- a) That authority be given for the design and implementation of the highway works, as shown on drawing TS/299067/GA/01, to overcome a stability problem on the A639 near Leeds Valley Park Roundabout resulting from a landslip.
- b) That approval be given to incur expenditure of £1,500,000 comprising £1,200,000 works and £300,000 staff costs in addition to the £518,100 fees previously approved and as detailed in the recommendation of the exempt appendix to the report.
- c) That the matter be progressed, as proposed in the recommendation contained in the exempt appendix to the report.

39 Route 163/166 Bus Accessibility Improvements

The Director of City Development submitted a report on the proposed accessibility improvements to the Arriva 163/166 Leeds to Castleford core bus route.

RESOLVED -

- a) That approval be given to the design and implementation of the accessibility work on the 163/166 core bus route to comply with the Disability Discrimination Act.
- b) That approval be given to the estimated expenditure of £726,000 to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme.

40 South Leeds Academy

The Chief Asset Management Officer submitted a report on proposed Heads of Terms for the leasehold disposal at nil consideration of South Leeds High School for the Academy scheme to South Leeds Academy Trust who are the Council's selected operator for an Academy at this school.

RESOLVED –

- a) That approval be given for the disposal of South Leeds High School for the proposed Academy on a 125 year lease at nil consideration and that the Director of City Development be authorised to agree the final terms as detailed at paragraph 3 of the submitted report.

- b) That a report be submitted to a future meeting of the Board with respect to matters concerning the transfer of assets to School Partnership Trust organisations.

41 Partnership for Regeneration Investment in Aire Valley, Leeds

The Director of City Development and the Director of Environment and Neighbourhoods submitted a joint report providing an update on the Aire Valley Leeds programme and outlining proposals regarding an opportunity which had arisen for a partnership with some of the key landowners in the area.

RESOLVED -

- a) That the approach by the Templegate Development Ltd joint venture partners be noted, together with the common benefits from joint working on the development potential for this large area of land in the Aire Valley Leeds regeneration area.
- b) That the Directors of City Development and Environment and Neighbourhoods be authorised, in liaison with the Assistant Chief Executive (Corporate Governance), to enter into the memorandum of understanding and create the Partnership for Regeneration Investment in Aire Valley Leeds on the terms described in the submitted report.

42 Elland Road Masterplan and World Cup 2018

The Director of City Development submitted a report providing an update on property matters at Elland Road and on proposals to assist in the regeneration of eighteen and a half hectares of brownfield land in that location.

Plan 3 to the report was circulated to Members prior to the meeting for consideration.

Following consideration of the appendix, plan 2 and plan 3 to the report, designated as exempt under Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting, it was

RESOLVED -

- a) That the recent developments concerning property matters at Elland Road, and the opportunity to kickstart the comprehensive regeneration on the site be noted.
- b) That the position regarding the acquisition of site I as set down in the exempt part of the submitted report be noted, and that the Director of City Development be instructed, in consultation with the Executive Member for Development and Regeneration and subject to site investigations, to conclude negotiations.

- c) That a 6 month period of exclusivity be granted to the company named in the exempt appendix of the submitted report, on the basis of the Heads of Terms detailed within that exempt appendix, in order that the company can build and operate an ice-rink at Elland Road.

ADULT HEALTH AND SOCIAL CARE

43 From Day Centres to Day Services: Responding to the Needs and Preferences of Older People

Further to minute 125 of the meeting held on 5th November 2008, the Director of Adult Social Services submitted a report on the next phase of the strategy concerned with modernising day opportunities for older people.

RESOLVED -

- a) That the positive implementation of actions agreed in 2008 to re-provide 4 centres be noted.
- b) That the positive opportunities to develop future services alongside officers in City Development and partners in the Voluntary Sector be noted.
- c) That the strategy for the development of specialist dementia and re-enablement services, as set out in Section 7 of the submitted report, be approved.
- d) That the proposed consultation concerning recommendations for change to the day services base in the city, including changed weekend opening, be approved.
- e) That a further report be brought to the Board in November 2009 on the outcome of the consultation and containing final recommendations for the delivery of the strategy.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he voted against the decisions taken in this minute)

44 Neighbourhood Network Schemes Review - Future Vision and Way Forward

The Director of Adult Social Services submitted a report providing information and proposals for developing greater access to universal wellbeing support through Neighbourhood Network Schemes (NNS) and highlighting issues and proposed remedies.

RESOLVED -

- a) That approval be given for the adoption and application of the Neighbourhood Network Schemes' funding formula.

- b) That approval be given for a revised NNS service specification which sets out the long term vision for NNS and which incentivises collaborative models of working and organisation.
- c) That approval be given for Adult Social Services to identify the funding investment shortfall of £370,000 within the 2010/11 budget setting round for inclusion into the new contractual arrangements due to be let in that year.
- d) That in the light of advice provided by corporate colleagues, and as set out in paragraph 3.28 of the submitted report, the potential need for a contract extension for existing NN providers be noted, which would be managed through the delegated powers of the Director of Adult Social Services should this prove to be necessary.

45 Leeds Safeguarding Adult Partnership Board Report 2008/09 and Leeds Safeguarding Adult Policy 2009

The Director of Adult Social Services submitted a report presenting the Leeds Safeguarding Adults Partnership Board Annual Report for 2008/09, and proposing the adoption of the Safeguarding Adult Policy for Leeds 2009.

RESOLVED -

- a) That the safeguarding policy for Leeds, as attached to the submitted report, be approved for adoption.
- b) That the work undertaken in 2008/09 to renew Safeguarding Adults policy, systems, structures and governance arrangements in the city, as detailed within the submitted report, be noted.
- c) That the 2008/09 annual report, as attached to the submitted report, be noted.

46 Valuing People Now - Transfer of Commissioning Responsibilities from NHS Leeds to Leeds City Council

The Director of Adult Social Services submitted a report providing an update on the outcome of negotiations in relation to the transfer of the value of those elements of social care commissioning which are currently undertaken by NHS Leeds (Leeds PCT).

RESOLVED -

- a) That the principles on which the transfer negotiations have been conducted, as set out within the Executive Summary of the submitted report, be noted.
- b) That the Board notes the requirement to transfer remaining commissioning responsibility from NHS Leeds (Leeds PCT) to Leeds City Council from the commencement of the 2009/10 financial year in

the terms set out in section 6 of the submitted report for the continuing greater benefit of people with learning disabilities, specifically:-

- The element of £3,471,624 (at 08/09 prices) proposed for transfer which represents the value of the LPFT Supported Living Service and the social care services provided by Bradford District Care Trust.
 - The further element to transfer totaling £6.25m of social care activity which has been identified as already existing within the Pooled Budget.
- c) That the Director of Adult Social Services be authorised, in conjunction with the Director of Resources, to augment the S75 Pooled fund agreement to accommodate transfers of Capital in the terms set out at paragraphs 3.13 – 3.18 of the submitted report.

ENVIRONMENTAL SERVICES

47 Way Forward Review of Waste Collection Services

The Director of Environment and Neighbourhoods submitted a report outlining the issues surrounding improvements to waste collection services in Leeds, summarising the findings of both the Way Forward Review of Waste Collection Services, and the subsequent market sounding and packaging options appraisal work undertaken.

RESOLVED – That the process of market testing waste collection services be commenced.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he voted against the decision taken in this minute)

48 Response to the Young People's Scrutiny Inquiry entitled 'Protecting Our Environment'

The Directors of City Development and Environment and Neighbourhoods and the Chief Executive of Education Leeds submitted a joint report in response to the recommendations from the Young People's Scrutiny Forum inquiry into the protection of the environment.

RESOLVED – That this report be deferred to a future meeting, in order to enable representatives of the Young People's Scrutiny Forum to attend.

NEIGHBOURHOODS AND HOUSING

49 Response to Council Deputation - 'Hands off our Homes Group' Regarding Their Campaign Against Vacant Housing in Leeds

The Director of Environment and Neighbourhoods submitted a report in response to the deputation to Council from the 'Hands Off Our Homes' organisation on 22nd April 2009.

RESOLVED – That the response to the deputation, as contained in the submitted report, be approved.

50 Lettings Policy

The Director of Environment and Neighbourhoods submitted a report on proposals relating to the Council's Lettings Policy.

RESOLVED -

- a) That the proposals, as set out within the submitted report, be endorsed as part of a broader approach from application stage, through lettings, to tenancy management.
- b) That the Director of Environment and Neighbourhoods, together with the Council's Assistant Chief Executive (Corporate Governance), the ALMOs and BITMO, be requested to develop the proposals within the report into recommendations for change incorporated into a revised lettings policy and guidance.
- c) That the proposals be consulted upon with a view to a revised policy being prepared by January 2010.

51 ALMO Annual Reports 2008/09

The Director of Environment and Neighbourhoods submitted a report presenting the ALMO Annual Reports for 2008/09.

RESOLVED – That the content of the 2008/09 ALMO annual reports be noted.

52 Area Delivery Plans 2009/10

The Director of Environment and Neighbourhoods submitted a report providing an overview of the ten 2009/10 Area Delivery Plans for endorsement and reflecting upon the successes and achievements of area led work delivered across the Area Management structures throughout 2008/09.

RESOLVED – That the 2009/10 Area Delivery Plans produced by the Area Committees be endorsed.

53 Beeston Group Repair: Phase 6

The Director of Environment and Neighbourhoods submitted a report on phase 6 of the Beeston Group Repair initiative.

RESOLVED –

- a) That the injection into the Capital Programme of £149,000 from owner occupiers contributions be approved.
- b) That Scheme Expenditure to the amount of £1,640,000 be authorised.

- c) That officers be instructed to report back in the future on the progress of the scheme.

54 Response to the Environment and Neighbourhoods Scrutiny Board Inquiry into Asylum Seeker Case Resolution

The Director of Environment and Neighbourhoods submitted a report in response to the recommendations from the Scrutiny Board (Environment and Neighbourhoods) inquiry into asylum seeker case resolution.

RESOLVED – That the responses to the recommendations of the Scrutiny Board (Environment and Neighbourhoods), as contained in the submitted report, be approved.

55 Response to the City and Regional Partnerships Scrutiny Board Inquiry into the Role of the Voluntary, Community and Faith Sectors in Council Led Community Engagement

The Chief Democratic Services Officer submitted a report in response to the recommendations from the Scrutiny Board (City and Regional Partnerships) inquiry into the role of the Voluntary, Community and Faith Sectors in Council led community engagement, following the initial response which was considered by Executive Board on 13th May 2009 (minute 260).

RESOLVED -

- a) That it be noted that the Scrutiny Board (Adult Social Care) offered no additional comments to the earlier report.
- b) That the additional comments of the Scrutiny Board (Children's Services) be endorsed.
- c) That the approval of the responses from the Director of Environment and Neighbourhoods to the recommendations of the of the Scrutiny Board (City and Regional Partnerships) be confirmed.

CHILDREN'S SERVICES

56 Proposed Increases in Admission Limits for September 2010

Further to minute 15 of the meeting held on 17th June 2009, the Chief Executive of Education Leeds submitted a report presenting the outcome of the consultation process undertaken with schools proposing increased admission limits for 2010/11 and identifying the next steps in making provision from 2011/12 onwards.

RESOLVED -

- a) That the outcome of the ongoing discussions with individual schools be noted.
- b) That approval be given to increase the admission limit for the named primary schools within the submitted report for 2010/11.

- c) That a further report which identifies the next steps in making provision from 2011/12 onwards be brought to this Board.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he abstained from voting on this matter)

57 A Partnership Approach to the Planning, Funding and Delivery of 14-19 (25) Provision in Leeds

The Chief Executive of Education Leeds submitted a report on the development of the 14 – 19 (25) provision in Leeds and the structures and arrangements that will form the basis for the future planning, and delivery of 14 – 19 (25) provision in Leeds.

RESOLVED -

- a) That the development of partnerships of post 14 providers be noted.
- b) That the implications for the partnership approach to the planning, funding and delivery of 14 – 19 (25) provision in Leeds be noted.
- c) That the 14 - 19 Statement of Priorities be received for approval every Autumn;
- d) That a further report be brought to this Board in December that will address the Local Authority's readiness to assume the responsibilities transferring from the Learning Skills Council.

58 Proposals for changes to Primary Provision in the Richmond Hill area

The Chief Executive of Education Leeds submitted a report on the outcome of the statutory notice published on the linked proposals concerning changes to primary provision in the Richmond Hill area.

RESOLVED – That approval be given to the linked proposals to:-

- a) Enlarge Richmond Hill Primary School by one form of entry;
- b) Establish community provision for children with a statement of special educational needs at the new Richmond Hill Primary School;
- c) Close Mount St Mary's Catholic Primary School.

59 Future of East Moor Secure Children's Home - Update

Further to minute 41 of the meeting held on 16th July 2008, the Director of Children's Services submitted a report on progress made to secure capital and revenue funding for the replacement of East Moor, on the outcome of the site option appraisal and on proposals for the replacement of the current provision with a purpose built, fit for purpose and future proof facility.

The Chair advised that a letter from Greg Mulholland MP relating to this matter had been received and circulated to Executive Board members prior to the meeting.

Following consideration of appendix B to the report, designated as exempt under Access to Information Procedure Rule 10.4(3) and (4) which was considered in private at the conclusion of the meeting, it was

RESOLVED -

- a) That the progress made since the July 2008 meeting be noted.
- b) That the Director of Children's Services enter into a contractual arrangement with the Department for Children, Schools and Families for the capital funding and Youth Justice Board for an extended occupancy contract to finance the re-building of a secure children's home in the city.
- c) That, despite the loss of a significant capital receipt, the service preference for a rebuild on the land adjacent to the existing Secure Children's Home be endorsed.
- d) That £18,100,000 be injected into the capital programme for the new build secure children's home. £15,000,000 to be funded through the grant from the Department for Children, Schools and Families and £3,100,000 through prudential borrowing to be repaid through the occupancy contract with the Youth Justice Board.

60 Scrutiny Board (Health) Inquiry into Improving Sexual Health amongst Young People

The Director of Children's Services submitted a report in response to the recommendations from the Scrutiny Board (Health) inquiry into improving sexual health amongst young people.

RESOLVED – That the proposed responses to the recommendations of Scrutiny Board (Health), as contained within the submitted report, be approved.

DATE OF PUBLICATION: 24th JULY 2009
LAST DATE FOR CALL IN: 31st JULY 2009

(Scrutiny Support will notify Directors of any items called in my 12:00 noon on 3rd August 2009.)

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EXECUTIVE BOARD

WEDNESDAY, 26TH AUGUST, 2009

PRESENT: Councillor R Brett in the Chair

Councillors A Carter, J L Carter, R Finnigan,
S Golton, R Harker, P Harrand, J Monaghan,
J Procter and K Wakefield

Councillor R Lewis – Non-Voting Advisory Member

61 **Exempt Information - Possible Exclusion of the Press and Public**

RESOLVED – That the public be excluded from the meeting during consideration of the following parts of the agenda designated exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- a) Appendices 1 and 2 to the report referred to in minute 66 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure could prejudice the commercial interests of the Council and other outside bodies.
- b) Appendices 1, 2 and 4 to the report referred to in minute 72 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the fact that:-
 - i) Appendices 1 and 2 – The success of the scheme could potentially be prejudiced by speculative investors acquiring properties in advance of the Council's action.
 - ii) Appendix 4 – The costs attributed to the purchase of private properties are purely estimates at this stage and their disclosure could prejudice the Council's ability to reach an agreement on the purchase price with the owners.
- c) Appendices 1, 2 and 4 to the report referred to in minute 73 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the fact that:-

Draft minutes to be approved at the meeting
to be held on Wednesday, 14th October, 2009

- i) Appendices 1 and 2 – The success of the scheme could potentially be prejudiced by speculative investors acquiring properties in advance of the Council’s action. Each of these appendices identifies the location of the affected properties.
 - ii) Appendix 4 – The costs attributed to the purchase of private properties are purely estimates at this stage and their disclosure could prejudice the Council’s ability to reach an agreement on the purchase price with the owners.
- d) Appendices 1 and 2 to the report referred to in minute 84 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as publication would be detrimental to the finances of the authority and thereby the provision of its services to the public.

62 Declaration of Interests

Councillor Finnigan declared a personal interest as a Director of Aire Valley Homes in relation to minutes 67, 68, 69 and 70 of this meeting, as appropriate.

63 Withdrawal of Item - Playbuilder Initiative Update

The Chair, with the consent of the Board, withdrew the above report from the agenda.

64 Minutes

RESOLVED – That the minutes of the meeting held on 22nd July 2009 be approved.

DEVELOPMENT AND REGENERATION

65 Adoption of the Supplementary Planning Document of the Street Design Guide and Response to the Deputation of the National Federation of the Blind

The Director of City Development submitted a report on the outcome of consultation on the Street Design Guide including further discussions following the attendance of the deputation to Council on 10th September 2008 on behalf of the National Federation of the Blind. The report presented the amended Street Design Guide and recommended its adoption as a Supplementary Planning Document.

RESOLVED – That the Street Design Guide, as now drafted and presented to the Board, be approved as a Supplementary Planning Document, subject to an amendment to paragraph 3.2.2.18 of the guide by deletion of the reference to 25 dwellings and replacement with reference to 10 dwellings and any subsequent associated references.

LEISURE

66 Deputation to Council - North Hyde Park Residents' Association, South Headingley Community Association, and Friends of Woodhouse Moor regarding the Council's proposal to Establish Barbeque Areas on Woodhouse Moor

The Director of City Development submitted a report in response to the deputation to Council from North Hyde Park Residents' Association, South Headingley Community Association and the Friends of Woodhouse Moor organisation on 15th July 2009. The report outlined the result of a recent consultation exercise with local residents and stakeholders and presented a proposed solution for the consideration of the Board.

The report appraised 3 options, as follows:-

- Option 1: Provision of a permanent designated barbecue area as outlined in the consultation process
- Option 2: Enforce byelaws preventing barbecue use as outlined in the consultation process
- Option 3: To trial a designated barbecue area

RESOLVED -

- a) That the analysis and summary consultation activity contained in the report be noted.
- b) That approval be given to the implementation of Option 3: to trial a designated barbecue area, from 1 April 2010 until the end of the barbecue season.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he voted against this decision.)

NEIGHBOURHOODS AND HOUSING

67 Response to the Environment and Neighbourhoods Scrutiny Board Inquiry into Older People's Housing

The Director of Environment and Neighbourhoods submitted a report in response to the recommendations from the Scrutiny Board (Environment and Neighbourhoods) inquiry into older people's housing.

The Chair of the Scrutiny Board attended the meeting, presented the inquiry findings and requested that officers offer a more robust response to recommendation 9.

RESOLVED – That the proposed responses to the Scrutiny Board (Environment and Neighbourhoods) recommendations, as contained in the submitted report, be approved and that the request of the Scrutiny Chair be acceded to.

68 Response to the Environment and Neighbourhoods Scrutiny Board Inquiry into the Private Rented Sector

The Director of Environment and Neighbourhoods submitted a report in response to the recommendations from the Scrutiny Board (Environment and Neighbourhoods) inquiry into the private rented sector.

The Chair of the Scrutiny Board attended the meeting and presented the inquiry findings.

RESOLVED – That the proposed responses to the Scrutiny Board (Environment and Neighbourhoods) recommendations, as contained in the submitted report, be approved.

69 Regeneration of Holbeck - Phase 4

The Director of Environment and Neighbourhoods submitted a report outlining the options for regeneration of the Holbeck area and seeking approval of the acquisition and clearance of 20 properties within Holbeck by utilising £1,300,000 of Single Regional Housing Single Regional Housing Pot funding during 2009/11.

The options presented were:-

- a) Do the minimum to meet legal conformity.
- b) Undertake group repair and internal remodelling.
- c) Acquisition, clearance and redevelopment of the site for housing.

Following consideration of Appendices 1, 2 and 4 to the report, designated as exempt under the terms of Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting, it was

RESOLVED –

- a) that Scheme expenditure to the to the amount of £1.300,000 be authorised.
- b) That officers proceed in accordance with option C
- c) That the Director of Environment and Neighbourhoods and the Director of City Development authorise and promote any necessary Compulsory Purchase Orders should such become necessary

70 Regeneration of Cross Green - Phase 3

The Director of Environment and Neighbourhoods submitted a report outlining the options for regeneration of the Cross Green area and seeking approval of the acquisition and clearance of 14 street lined semi detached properties built in the early 1900s by utilising £1,100,000 of Single Regional Housing Pot funding during 2009/11.

The options presented were:-

- a) Do the minimum to meet legal conformity.
- b) Undertake group repair.
- c) Acquisition, clearance and redevelopment of the site for housing.

Following consideration of Appendices 1, 2 and 4 to the report, are designated as exempt under the terms of Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting, it was

RESOLVED -

- a) That Scheme expenditure to the amount of £1,100,000 be authorised.
- b) That officers proceed in accordance with option C.
- c) That the Director of Environment and Neighbourhoods and the Director of City Development authorise and promote any necessary Compulsory Purchase Orders should such become necessary

DEVELOPMENT AND REGENERATION

71 Leeds (River Aire) Flood Alleviation Scheme

Further to minute 191 of the meeting held on 13th February 2009, the Director of City Development submitted a report providing an update on the progress made in relation to the Leeds Flood Alleviation Scheme, outlining the feedback from the public consultation exercise, and presenting for approval the latest version of the Design Vision and Guide, along with a recommended approach to be adopted by the Environment Agency in designing a scheme for the River Aire.

The report outlined the following 5 options identified by the Environment Agency, upon which the Council were invited to express a preference:-

- a) 1 in 200 years plus precautionary climate change: Raised flood defences. Total scheme cost £145m. £0m external funding required.
- b) 1 in 200 years plus precautionary climate change: Upstream Storage. Total scheme cost £180m. £30-35m external funding required.
- c) 1 in 200 years Managed Adaptive approach dealing with climate change in the future. Total scheme cost £145m. Raised defences - £5-10m external funding required.
- d) 1 in 200 years Managed Adaptive approach dealing with climate change in the future. Total scheme cost £150m. Upstream Storage - £15-20m external funding required.

- e) 1 in 200 years Managed Adaptive approach dealing with climate change in the future. Total scheme cost £200m. Bypass Channel - £65m – 70m external funding required.

RESOLVED –

- a) That the progress on the Leeds (River Aire) Flood Alleviation Scheme and the comments received during the public consultations be noted.
- b) That the latest version of the Design Vision and Guide document be approved.
- c) That the Environment Agency be informed that a Managed Adaptive approach to protecting Leeds from major flooding should be adopted by the Agency.

72 The Agenda for Improving Economic Performance

The Director of City Development submitted a report presenting the draft 'Agenda for Improved Economic Performance' proposed for formal consultation.

RESOLVED – That the document, as submitted, be approved for a formal consultation process.

73 Leeds United - Thorp Arch Academy

The Director of City Development submitted a report on the history and current position of the Leeds United Thorp Arch Academy and on options for the Council to support Leeds United Football Club in the continuation of the facility.

The report presented the options of declining the Club's request for assistance, of giving the Club a loan to acquire the facility or of the Club novating to the Council its option to purchase and the Council acquiring the facility and leasing it back to the Club.

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

RESOLVED –

- a) That the request from Leeds United 2007 for support in exercising its option to acquire the Thorp Arch training facility be noted.
- b) That the option of offering a loan to the Club be discounted.
- c) That the Director of City Development be authorised, in consultation with the Director of Resources, the Assistant Chief Executive

(Corporate Governance) and the Executive Member Development and Regeneration, to enter into discussions with the Club on the lines now discussed in order to explore whether the option of the Club novating to the Council its option to purchase with subsequent acquisition by the Council and lease back to the club can be progressed. Such preliminary discussions to include the need for appropriate guarantees in respect of the income from the lease to the Club, adequate provision for community and educational use, securing levels of Council control appropriate to the City's hosting of international sporting events, necessary maintenance arrangements and such other matters as may be necessary to protect the Council's interests as owner of the facility.

- d) That a meeting of this Board be convened sufficiently in advance of the 10th October 2009 deadline, in the event that the discussions referred to in (c) give rise to a recommendation to progress the option to a conclusion.

ENVIRONMENTAL SERVICES

74 Response to the Young People's Scrutiny Forum Inquiry entitled, 'Protecting Our Environment'

The Director of City Development, the Director of Environment and Neighbourhoods and the Chief Executive of Education Leeds submitted a joint report in response to the recommendations of the Young People's Scrutiny Forum inquiry into the protection of the environment.

The Chair of the Scrutiny Board (Children's Services) attended the meeting and presented the inquiry findings.

RESOLVED – That the proposed responses to the Young People's Scrutiny Forum's recommendations, as contained in the submitted report be approved.

75 Response to the Environment and Neighbourhoods Scrutiny Board Inquiry into Street Cleaning

The Director of Environment and Neighbourhoods submitted a report in response to the recommendations from the Scrutiny Board (Environment and Neighbourhoods) inquiry into street cleaning.

The Chair of the Scrutiny Board attended the meeting and presented the inquiry findings.

RESOLVED – That the proposed responses to the Scrutiny Board (Environment and Neighbourhoods) recommendations, as contained in the submitted report, be approved.

CHILDREN'S SERVICES

76 Proposal to close the LEA maintained nursery and change the lower age limit of Christ the King Catholic Primary School, Bramley

The Chief Executive of Education Leeds submitted a report presenting the outcome of the statutory notice period to close the maintained nursery with effect from 31st August 2009 and to change the lower age limit of Bramley Christ the King Catholic Primary School from 3-11 years to 5-11 years of age.

RESOLVED – That the lower age of Christ the King Catholic Primary School be changed from 3-11 years to 5-11 years of age and that the LEA maintained nursery be closed.

77 Design and Cost Report - Seacroft Children's Centre Accommodation and Extension

The Acting Chief Officer for Early Years and Integrated Youth Support Service submitted a report on the costs and fees related to the proposed refurbishment and extension of the existing Seacroft Children's Centre.

RESOLVED – That authority be given to incur expenditure on construction £819,350 and fees £180,650 on the refurbishment and extension of the existing Seacroft Children's Centre to enable the relocation of children, staff and services from East Leeds Children's Centre and the amalgamation of the two children's centres.

78 Response to the Children's Services Scrutiny Board Inquiry into 'Entering the Education System'

The Director of Children's Services submitted a report in response to the recommendations of the Scrutiny Board (Children's Services) inquiry entitled, 'Education Standards - Entering the Education System'.

The Chair of the Scrutiny Board attended the meeting and presented the findings of the inquiry.

RESOLVED – That the proposed responses to the Scrutiny Board (Children's Services) recommendations, as contained in the submitted report, be approved.

LEISURE

79 Vision for Council Leisure Centres

Further to minute 74 of the meeting held on 2nd September 2009, the Director of City Development submitted a report proposing a Vision for Leisure Centres following extensive public consultation and a review of Sport England's Facility Planning Model.

RESOLVED – That approval be given to the following proposals:-

Proposal 1 – The Eight Refurbishment Sites

- i) Modernisation and improvement to the quality of the facilities provided at the following sites, and detailed in table 3 to the report: Kirkstall, Rothwell, Aireborough, Otley Chippendale Pool, Bramley, Pudsey, Scott Hall* (*scheme currently being delivered) and Wetherby with a commitment to deliver and resource this work up to 2020.
- ii) The Director of City Development to submit bids in respect of the Free Swimming Capital Modernisation Programme 2010/11 by 4th September 2009.
- iii) The indicative phasing of works, as detailed in table 3 to the report, was noted.

Proposal 2 – Inner East

- iv) Re-provision of Fearnville and East Leeds Leisure Centres in the form of one new, purpose built, well being centre, with a commitment to deliver and resource by 2013/15.
- v) To seek expressions of interest to transfer East Leeds and Fearnville Leisure Centres to a Community Organisation.
- vi) East Leeds Leisure Centre and Fearnville Leisure Centre to remain under Council management until such time that:-
 - a) a new well being centre is confirmed; or
 - b) a suitable community organisation has been identified to whom to transfer the asset(s).
- vii) To seek to transfer the management of Richmond Hill Sports Hall to a Community Organization.

Proposal 3 – Outer East

- viii) To re-provide Kippax and Garforth Leisure Centres in the form of one new or refurbished swimming pool, fitness suite and other appropriate dry side sports facilities to serve the communities of Garforth and Kippax, with a commitment to deliver and resource by 2017.

Proposal 4 South Leeds & Middleton

- ix) To seek expressions of interest to transfer South Leeds Sports Centre to a Community Organisation
- x) To close South Leeds Sports Centre (if no suitable community group is identified) when the new Morley Leisure Centre opens in 2010, and concentrate leisure provision at the John Charles Centre for Sport and Morley

- xi) To provide a new well being facility for Middleton, at or in close proximity to the current St George's Centre, with a commitment to deliver and resource by 2013/15.
- xii) To seek expressions of interest to transfer the existing Middleton Leisure Centre to a Community Organisation
- xiii) Middleton Leisure Centre to remain under Council management until such time that a) a new well being centre is confirmed (at St George's Centre) or b) a suitable community organisation has been identified to whom to transfer the existing Middleton Leisure Centre (asset).

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he voted for Proposal 1, abstained from voting on Proposals 2 and 4 and voted against Proposal 3.)

ADULT HEALTH AND SOCIAL CARE

- 80 Leeds - A City for All Ages: Developing a Strategic Approach to Ageing**
The Director of Adult Social Services submitted a report outlining proposals for the development of a strategic response to the development of demographic change and the ageing society under the banner of "Leeds – a City for all ages".

RESOLVED –

- a) That consultation be commenced to develop a strategic framework for the city to address demographic change and an ageing society.
- b) That the outline of the strategic framework, as described in section 6 of the submitted report, be supported.
- c) That 'Leeds – a city for all ages' be used as a headline to encourage and engage all age groups, but in particular people over 50, in setting the strategic framework to address the ageing society.

81 Response to the Adult Social Care Scrutiny Board Inquiry into Major Adaptations for Disabled People

The Director of Adult Social Services and the Director of Environment and Neighbourhoods submitted a joint report in response to the recommendations from the Scrutiny Board (Adult Social Care) inquiry into major adaptations for disabled people.

The Chair of the Scrutiny Board attended the meeting, presented the inquiry findings and reiterated the request at minute 67 that officers offer a more robust response to this same recommendation 9.

RESOLVED –

- a) That the proposed responses to the Scrutiny Board (Adult Social Care) recommendations, as contained in the submitted report, be approved and that the request of the Scrutiny Board Chair be noted.
- b) That this Board requests that future Scrutiny Board inquiry reports should, as a matter of course, make reference to any cost implications arising from the recommendations.

CENTRAL AND CORPORATE

82 Design and Cost Report: Demolition of East Leeds Family Learning Centre

The Chief Officer (Corporate Property Management) submitted a report on proposals for the demolition of the East Leeds Family Learning Centre.

RESOLVED –

- a) That approval be given to the proposed demolition of the remaining ELFLC buildings.
- b) That approval be given for the use of the revenue savings following the vacation of the ELFLC site to provide £880,000 of unsupported borrowing to part fund the demolition costs.
- c) That the transfer of £118,505 from the Demolitions and Dilapidations Fund (scheme 15620) to fund the balance of the demolition costs be approved.
- d) That Authority to Spend of £998,505 in respect of the demolition of the ELFLC premises be given.

83 Financial Health Monitoring 2009/10 - First Quarter Report

The Director of Resources submitted a report on the Council's financial health position for 2009/10 after the first three months of the financial year.

RESOLVED –

- a) That the projected financial position of the authority after three months of the new financial year be noted and that directorates be requested to continue to develop and implement action plans.
- b) That the following budget adjustments be approved:-
 - i) A revenue contribution to capital (RCCOs) to fund decency works on the Woodbridge estate (£500,000) and a projected shortfall in funding for the HICT orchard project (£200,000) within the Housing Revenue Account.

- ii) A virement in the sum of £800,000 within City Development directorate from the Highways Direct Labour Organisation account, as detailed in the City Development report attached to the submitted report.
- iii) The reallocation of the Strategy and Policy budget within City Development as detailed in the City Development report attached to the submitted report.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he abstained from voting on this matter.)

84 Local Taxation Collection Policy, Business Rate Hardship Relief and Discretionary Rate Relief Guidance

The Director of Resources submitted a report on proposals regarding the categories and criteria used to write off outstanding Council Tax and Business Rates debts, the current guidelines used in respect of hardship relief and the current guidelines used in respect of discretionary rate relief.

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

RESOLVED –

- a) That approval be given to the revised criteria to be used to write off debts for both Council Tax and Business Rates as outlined in the revised local taxation collection policies in exempt Appendices 1 and 2 to the report.
- b) That the revised guidance for Discretionary Rate relief be approved.
- c) That the current hardship relief guidelines be retained.

DATE OF PUBLICATION: 28th August 2009
LAST DATE FOR CALL IN: 7th September 2009

(Scrutiny Support will notify Directors of any items called in by 12:00 noon on 8th September 2009.)