



SCRUTINY BOARD (CHILDREN'S SERVICES)

Meeting to be held in Civic Hall, Leeds on
Thursday, 25th February, 2010 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)
- Ms N Cox - 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

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information 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>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special 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 - 28TH JANUARY 2010</p> <p>To confirm as a correct record the minutes of the meeting held on 28th January 2010.</p>	1 - 8
7			<p>SCRUTINY INQUIRY - THE IMPACT OF POPULATION GROWTH ON CHILDREN'S SERVICES IN LEEDS</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development presenting evidence as part of the Board's inquiry into population growth.</p>	9 - 32
8			<p>FORMAL RESPONSE TO SCRUTINY RECOMMENDATION - INTERIM SAFEGUARDING INQUIRY REPORT</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development presenting the formal response to the Board's recommendation arising from it's inquiry on safeguarding.</p>	33 - 38

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>DRAFT SCRUTINY INQUIRY REPORT - MEADOWFIELD PRIMARY SCHOOL</p> <p>To receive and consider a report from the Head of Scrutiny and Member Development presenting the conclusions and recommendations arising from the Scrutiny Board's inquiry regarding Meadowfield Primary School.</p>	39 - 50
10			<p>WORK PROGRAMME</p> <p>To receive and consider 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>	51 - 74
11			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting of the Board will be held on Thursday 25th March 2010 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, 28TH JANUARY, 2010

PRESENT: Councillor W Hyde in the Chair

Councillors B Cleasby, D Coupar, G Driver,
R D Feldman, B Gettings, G Kirkland, B Lancaster,
K Renshaw, B Selby and E Taylor

CO-OPTED MEMBERS (VOTING):

Mr E A Britten	- Church Representative (Catholic)
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 T Kayani	- Leeds Youth Work Partnership
Ms J Morris-Boam	- Leeds Voice Children and Young People Services Forum Representative

77 Chair's Opening Remarks

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

78 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:

The Leeds Residential Home Inspection Findings report and appendix referred to in Minute No. 89 under the terms of Access to Information Procedure Rule 10.4 (2) (information which is likely to reveal the identity of an individual), and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

79 Late Items

The Chair admitted to the agenda as supplementary information, the draft interim scrutiny inquiry report - safeguarding, which was to be considered under agenda 10 (Minute No. 87 refers).

80 Declaration of Interests

Councillor Selby declared personal interests in relation to agenda item 8, Annual Standards Report – Primary, and agenda item 9, Annual Standards Report – Secondary, in his capacity as Governor at Grange Farm Primary, Cross Gates Primary and the Pupil Referral Unit Management Committee. He also declared a personal interest in his capacity as Member of the Parent Partnership Advisory Board. (Minute Nos. 86 and 87 refer)

Councillor Cleasby declared a personal interest in relation to agenda item 12, Leeds Residential Home Investigation Findings, in his capacity as Deputy Executive Member. (Minute No. 89 refers)

Councillor Driver declared a personal interest in relation to agenda item 12, Leeds Residential Home Investigation Findings, on the basis of having visited the Residential Home identified in the report. (Minute No. 89 refers)

81 Apologies for Absence

Apologies for absence were submitted by Co-opted Members, Ms N Cox (Parent Governor Representative (Special)) and Mrs S Hutchinson (Early Years Development and Childcare Partnership).

82 Minutes - 10th December 2009

RESOLVED – That the minutes of the meeting held on 10th December 2009 be confirmed as a correct record.

83 Matters Arising from the Minutes

Minute No. 61 – Connexions Intensive Support Wedge Based Services

The Scrutiny Board was provided with a brief update in relation to the delegated decision to award the Connexions Intensive Support Wedge Based Services contract to igen. A copy of the Chief Executive's response to the Chair of the Scrutiny Board had been forwarded to Scrutiny Board Members for their information. In particular, the response notified Members of changes to the officer delegated decision process. The Scrutiny Board also noted that Councillor Hyde was attending Scrutiny Board (Central and Corporate Functions) on Monday 1st February, which was addressing the wider issue of procurement.

84 Ofsted Inspection of Safeguarding and Looked After Children Services in Leeds: Outcomes and Wider Improvement Activity

The Interim Director of Children's Services submitted a report which presented the findings of the integrated Ofsted and Quality Care Commission announced inspection and provided a brief update on some of the activities that were supporting improvement in Children's Services.

The Chair welcomed to the meeting, Councillor Golton, Executive Member (Children's Services) and the following officers:

- Sandie Keene, Interim Director of Children's Services;
- Keith Burton, Deputy Director of Children's Services; and
- Jackie Wilson, Chief Officer for Children and Young People's Social Care.

In brief summary, the main points of discussion were:

- Work being undertaken by the Improvement Board with regard to the Improvement Plan due to be agreed by the Executive Board in March.
- Clarification that the reporting arrangements for the Improvement Board were to the DCSF and the council's executive. Members asked if it would be possible to receive minutes of the Improvement Board and agreed to invite the Chair of the Improvement Board to attend a future Scrutiny Board meeting.
- Concern about leadership and management arrangements. The Executive Member (Children's Services) advised that there had been no direct criticism in the inspection report in relation to Children's Services structures and referred to the structure review that was currently taking place.
- Update on Social Care Vacancies. The Chief Officer for Children and Young People's Social Care reported that there were 30 frontline vacancies (14.1%), which was below the average for the region. The department had already appointed 8 advanced practitioners and the second wave of recruitment was underway.
- Acknowledgement that local authorities were experiencing difficulties recruiting social care workers. To assist with this, Leeds was investing further resources in administrative and support work.
- Improvements to decision-making through the quality assurance process.
- The review of the Leeds Safeguarding Children Board.
- Clarification about the true cost of delivering an effective contact, referral and assessment service, which Ofsted reported had not yet been evaluated and remained unknown. Members were advised that this area of work was being addressed through a formal business process review.

RESOLVED – That the report and information appended to the report be noted, and that the Improvement Plan come to the Scrutiny Board once it had been agreed and subsequently on a regular basis.

Draft minutes to be approved at the meeting
to be held on Thursday, 25th February, 2010

85 Draft Interim Scrutiny Inquiry Report - Safeguarding

The Head of Scrutiny and Member Development submitted a report which presented the draft interim report, specifically addressing the issue of children's assessment and care management social worker resources, prior to the finalisation of budget proposals for 2010/11.

Councillor Golton, Executive Member (Children's Services) and the following officers attended the meeting and responded to Members' questions and comments:

- Sandie Keene, Interim Director of Children's Services;
- Keith Burton, Deputy Director of Children's Services; and
- Jackie Wilson, Chief Officer for Children and Young People's Social Care.

In brief summary, the main highlighted points were:

- Acknowledgement that there was a need to revisit some of the themes outlined in the interim scrutiny inquiry report when the final report was produced.
- The need for improvements to social work training provision.
- Concern about sickness levels and leave and the impact of these on staff caseloads.

RESOLVED –

- (a) That the Scrutiny Board's interim report and recommendation be approved; and
- (b) That a formal response to the recommendation is produced in line with normal procedures for scrutiny inquiry reports.

86 Annual Standards Report - Primary

The Scrutiny Board received and considered the report of the Chief Executive, Education Leeds, submitted to the Council's Executive Board on 6th January 2010, which provided an overview of the performance of primary schools at the end of 2008-09, as demonstrated through statutory national testing and teacher assessment. The report also outlined some of the key challenges and priorities for primary schools.

Appended for Members' information was a report on Primary Standards and Achievement.

The Chair welcomed to the meeting Councillor Harker, Executive Member (Learning) and the following officers:

- Keith Burton, Deputy Director of Children's Services;
- Dorothy Smith, Director of School Improvement;

Draft minutes to be approved at the meeting
to be held on Thursday, 25th February, 2010

- Christine Halsall, Principal Advisor, Primary and Special; and
- Brian Tuffin, Principal Advisor, Secondary and Special.

In brief summary, the main areas of discussion were:

- Addressing socio-economic factors through one to one tuition in schools
- More closely aligning extended services and development of the parenting strategy with the school improvement strategy.
- Confirmation that the new Ofsted framework was introduced in September 2009. Under new framework schools rated satisfactory were subject to more regular monitoring visits.
- Concern about schools that were 'coasting' and what systems were in place to address this. The Scrutiny Board was advised that performance management work had been undertaken to identify schools with inconsistent results and to work with them.
- Concerns about the potential impact on staff workloads if the demands of the new framework were not managed well. Officers offered to explore this in more detail with the teacher representatives outside the meeting.
- The need for clear benchmarking in relation to assessments at pre-school level.

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

(Councillor E Taylor left the meeting at 12.02 pm and Councillor Renshaw and Mrs S Knights at 12.03 pm during the consideration of this item.)

87 Annual Standards Report - Secondary

The Scrutiny Board received and considered the report of the Chief Executive, Education Leeds, submitted to the Council's Executive Board on 6th January 2010, which summarised progress in relation to secondary school improvement in Leeds and outlined challenges for further improvement.

The following information was appended to the report for Members' information:

- Ofsted Inspection summaries; and
- Overview of 2008 performance at Key Stage 3 and Key Stage 4.

Councillor Harker, Executive Member (Learning) and the following officers attended the meeting and responded to Members' questions and comments:

- Keith Burton, Deputy Director of Children's Services;
- Dorothy Smith, Director of School Improvement;
- Christine Halsall, Principal Advisor, Primary and Special; and
- Brian Tuffin, Principal Advisor, Secondary and Special.

In brief summary, the key points of discussion were:

- Reporting arrangements for academies. It was reported that academies were directly accountable to DCSF, although Leeds had established a protocol for academies to share their data.
- Acknowledgement of the positive work undertaken by Children's Centres and Extended Schools programme.
- The positive impact of the mentoring programme in Leeds.
- The role of Area Committees in improving localised delivery.
- Work being undertaken with schools to identify patterns of attendance. It was agreed that further information about persistent absenteeism be provided to the Scrutiny Board.
- The criteria for assessing safeguarding across the Ofsted framework. The Board was advised that a tool-kit had been devised for schools, which would be forwarded to members of the Scrutiny Board.
- Concerns about outcomes for young people from deprived communities and the range of activity taking place through extended services to address this.

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

(Ms C Johnson left the meeting at 12.35 pm during the consideration of this item.)

88 Work Programme

A report was submitted by the Head of Scrutiny and Member Development which detailed 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 update on working group activity, an extract from the Forward Plan of Key Decisions for the period 1st February 2010 to 31st May 2010, which related to the Board's remit, together with the minutes from the Executive Board meetings held on 9th December 2009 and 6th January 2010.

In brief summary, the main points of discussion were:

- Volunteers were sought to serve on a Youth Services Commissioning Working Group. It was agreed that the Principal Scrutiny Adviser would e-mail all board members.
- Whether there was a need for single item agendas or special meetings to address specific issues in greater detail.

RESOLVED – That the work programme be approved subject to the addition of the Youth Services Commissioning working group.

89 Leeds Residential Home Investigation Findings

Further to Minute No. 31 of the Scrutiny Board meeting held on 17th September 2009, the Interim Director of Children's Services submitted a report which provided key investigation findings in relation to a Residential Home in Leeds.

Jackie Wilson, Chief Officer for Children and Young People's Social Care, attended the meeting and responded to Members' questions and comments.

In brief summary, the main highlighted points were:

- The home had had a further inspection and was now judged to be adequate.
- Addressing wider issues around performance monitoring and independent visiting requirements under regulation 33.
- The role of the Corporate Carers' Group and improvements to governance arrangements.
- Confirmation of the support offered to the young people concerned.

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

(Ms C Foote left the meeting at 12.54 pm during the consideration of this item.)

90 Date and Time of Next Meeting

Thursday 25th February 2010 at 9.45 am with a pre-meeting for Board Members at 9.15 am.

(The meeting concluded at 12.57 pm.)

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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: 25 February 2010

Subject: Scrutiny Inquiry – The impact of population growth on children’s services in Leeds

Electoral Wards Affected:

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1.0 Introduction

- 1.1 At the board’s meeting in June, members agreed to carry out an inquiry into the impact of population growth on children’s services in Leeds, as one of their major pieces of work this year. A copy of the agreed terms of reference is attached as Appendix 1.
- 1.2 The first formal session of the inquiry was held in October, focusing on the first two objectives of the inquiry:

how good is our information and how do we make it better?

how well do we use the information, and how can we improve?

Representatives from the Office for National Statistics, Local Government Association and the University of Leeds School of Geography attended the Board, in addition to officers from Education Leeds on behalf of Children’s Services, and from Planning, Policy and Improvement.

- 1.3 The second session was held in November, and focused on the third objective of the inquiry:

What service changes do we need to make because of population growth?

Officers from Education Leeds, Children and Young People’s Social Care, Early Years and Health attended the Board.

- 1.4 These two sessions completed the scheduled activities for the board's inquiry. However, Members agreed that they required further evidence before they were able to complete this inquiry.
- 1.5 The issues raised where further evidence was required were:
- The information on Super Output Area (SOA)/Ward profiling held by the Regeneration service within Environment and Neighbourhoods
 - Information from Housing on changing patterns of housing provision and occupation
 - Information from the Planning Division of City Development with regard to development within the city and its likely impact on population
 - The remit and membership of the Joint Information Group involving NHS Leeds and the Council/Education Leeds
 - Further information on the proposals to accommodate increased pupil numbers in primary schools and, in the longer term, secondary schools
- 1.6 It was agreed in December that the Board would use its February 2010 meeting to accommodate an additional session of the inquiry to cover the above issues. Information on each of the above areas is attached.

2.0 Recommendations

- 2.1 The board is requested to consider the issues raised by the information provided for this session of the inquiry.
- 2.2 The board is requested to consider the emerging conclusions and recommendations to be reflected in the draft report of the board's inquiry.

Background papers

None

Scrutiny Board (Children's Services) Inquiry

The impact of population growth on children's services in Leeds

Terms of reference

1.0 Introduction

- 1.1 According to the Office for National Statistics, the population of the Yorkshire and Humber region grew by 175,400 (3.5%) in the five years up to 2007. The latest forecasts indicate a further 19% growth – nearly a million people – by 2026. This includes a predicted increase of 180,000 people in the Leeds local authority area.
- 1.2 The council is currently feeling the impact of the rise in population in terms of needing to identify additional primary school places in some parts of the city.
- 1.3 In light of the information on population growth, the Executive Member for Children's Services and the Director of Children's Services suggested that it would be helpful to them if the Scrutiny Board carried out an inquiry into the wider impact of population growth for children's services in Leeds.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on:
 - The availability, timeliness and accuracy of local population change data;
(how good is our information and how do we make it better?)
 - The use that is made of available data in planning service provision;
(how well do we use the information, and how can we improve?)
 - The reasons for population growth, and the consequent implications for services in terms of both universal services and also specific areas of additional demand.
(what service changes do we need to make because of population growth?)
- 2.2 The Board hopes that its findings will provide a timely and positive contribution to the management of change.

3.0 Comments of the relevant director and executive member

- 3.1 This inquiry was proposed by the Executive Member for Children's Services and the Director of Children's Services.

4.0 Timetable for the inquiry

4.1 The inquiry will take place in October and November 2009, with a view to issuing a final report in early 2010.

4.2 The inquiry will conclude with the publication of a formal report setting out the board's conclusions and recommendations.

5.0 Submission of evidence

5.1 The following evidence will be considered by the Board

5.2 Session One – Scrutiny Board meeting – 15 October 2009

This session will focus on the first two objectives of the inquiry:

how good is our information and how do we make it better?

how well do we use the information, and how can we improve?

The following information will be required:

- An outline of what sources of population information are currently available to children's services management in predicting future demand for services
- Current population growth data, including any analysis of particular trends or patterns within the data
- How services use population information to predict demand and plan the supply of services
- National contributions on best practice in the collection and use of timely and accurate population data

5.4 Session Two – Scrutiny Board meeting – 12 November 2009

This session will focus on the third objective of the inquiry:

what service changes do we need to make because of population growth?

The following information will be required:

- Action already being taken by children's services in response to population growth
- Areas of children's services that will be affected by population growth and proposals for responding to new needs
- Other services relevant to children and young people that will be affected, eg housing

The board will then consider emerging conclusions and recommendations to inform the production of the final inquiry report

6.0 Witnesses

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

Local witnesses

Children's Services
Education Leeds
NHS Leeds (PCT)
Information and Knowledge Management

National bodies

One or more from the following:

Office for National Statistics (ONS)
Local Government Association
City and County of Swansea Council (have done a scrutiny inquiry on population estimates)
Leeds University School of Geography

7.0 Monitoring Arrangements

- 7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of recommendations.

8.0 Measures of success

- 8.1 It is important to consider how the Board will deem whether its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.
- 8.2 The Board will look to publish practical recommendations.

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Report of the Chief Regeneration Officer

Scrutiny Board (Children’s Services)

Date: 25 February 2010

Subject: Leeds Neighbourhood Index

Electoral Wards Affected:

All

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1.0 Purpose of Report

1.1 The purpose of this report is to advise members of the Scrutiny Board about the Leeds Neighbourhood Index. This is the product of work undertaken by the City Council with partner organisations to improve area profiling systems at the neighbourhood level.

- 1.2 The report contains:
- summary background information on the development of the Neighbourhood Index
 - a description of the Neighbourhood Index and details of the annual standard outputs
 - an outline of future development proposals

1.3 A presentation including samples of the outputs from the Neighbourhood Index will be provided at the meeting.

2.0 Background Information

2.1 The need for this development has been created, in part, by the changing approach by central and local government to locality working and regeneration which requires ever more detailed information about community issues at the city and neighbourhood level. It is driven by the need to use current resources more effectively and efficiently and recognises the need for:

- Accurate baseline data about local neighbourhoods
- Accurate information that can be used to measure the quality of life in local communities over a long period of time – this allows for the impact of interventions in a specific area to be evaluated
- Informed targeting of resources

- Greater demand by third sector organisations for useful community level information to support their work in neighbourhoods
- Easier access to information for community members, partner agencies, elected members and council officers

2.2 In 2008, the Council's Corporate Leadership Team approved the brief to develop a Neighbourhood Index as a means of better understanding some of the key issues that impact on the City's communities and neighbourhoods. The Neighbourhood Information Working Group was then established to oversee the development of the Index within a partnership framework. This multi-agency group involved officers from Leeds City Council, the Safer Leeds Partnership, the Health Service, Education Leeds, Job Centre Plus and the Leeds Housing Partnership.

3.0 What is the Neighbourhood Index?

3.1 The Neighbourhood Index is a tool that brings together a wealth of information that paints a broad picture of an area and helps to describe local conditions. It is a multiple domain and indicator based system that measures outcomes rather than activities and inputs, and which can be used to measure the general "health" and the relative success of neighbourhoods across the city. The aim has been to provide a framework for the exchange, analysis and sharing of information amongst partners / project deliverers / local communities that:

- can consistently gather, collate, analyse and present information about neighbourhoods
- can identify areas of need and analyse relevant data on the critical issues facing target neighbourhoods
- provides an agreed mechanism for reporting progress in neighbourhoods and in particular in target areas, and that monitors success in meeting targets

3.2 The Index is constructed from 26 indicators that have been grouped into the following seven domains: Economic Activity, Low Income, Education, Health, Community Safety, Environment and Housing.

3.3 Middle Super Output Areas (MSOAs) have been used as the basis for the Index. There are 108 MSOAs in Leeds with an average population of 7,000. For the purpose of constructing the Index MSOAs provided a "ready-made" set of boundaries for which a range of data was already easily available and they were recognised by all partner agencies. They also met Government guidance that a "neighbourhood" should contain between 5,000 – 10,000 people.

3.4 The following standard outputs have been generated from the first run of the Neighbourhood Index:

- the production of an annual set of neighbourhood profiles to an agreed template
- set of tables showing the comparative position of neighbourhoods across the range of indicators and within each domain
- an Annual Report to summarise the headline results
- a set of city-wide maps (Atlas of Local Conditions)

These have been published on both the Council's intranet and on the Leeds City Council website.

3.5 It is anticipated that the Index could be used to:

- Provide a focus for the "Narrowing the Gap" agenda, seeking to narrow the gap between the richer and poorer parts of the city

- Identify the key issues facing neighbourhoods and help Area Committees determine the priorities for inclusion in Area Delivery Plans
- Help measure the impact of interventions and to monitor the change over time in neighbourhoods
- Help inform the commissioning of services and make the case for changes in service delivery in neighbourhoods
- Support funding bids
- Initiate other detailed studies and research programmes

4.0 Future development proposals

- 4.1 The Neighbourhood Index has been developed as a means of using small area data to increase the understanding of some of the key issues that impact on the City's communities and neighbourhoods. Although it is just one tool in the "strategic intelligence tool-box" it is hoped that it will contribute to a more sophisticated understanding of the problems and issues facing local communities and the people in those communities, and provide a framework to benchmark progress in key neighbourhoods over time.
- 4.2 During the course of developing the Index a number of other issues have been identified which will be addressed in the forward work programme. These include;
- the integration of equality and diversity data (partly addressed in this first year by the inclusion of "basic" data relating to ethnicity, faith and age in the area profiles and by providing an opportunity to reflect on any equality / diversity implications in the Annual Report)
 - the need to reflect rapid population change in areas including high levels of population turnover and the emergence of new communities
 - the need to incorporate additional datasets to reflect, amongst other things, economic enterprise, preventative health measures, adult social care, the well-being dimension and residents' perceptions data
- 4.3 The work has also highlighted a number of technical issues requiring an ICT solution, including the need to establish a corporate data warehouse that would link to a web-based area profiling capability. This work is being led by the Business Transformation team and has initially focused on the development of a proof of concept for an interactive website. The proof of concept site is being hosted by the developers until the end of March and following the conclusion of this stage these capabilities will be programmed into a development plan of BI applications.

Recommendations

Members of the Scrutiny Board are asked to note the contents of this report.

Background papers

None

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Population growth inquiry Children Services – Scrutiny board

Submission from Housing Services

The availability, timeliness and accuracy of local population change data (*how good is our information and how do we make it better?*)

Housing Services derives its customer information from:

The housing register

The council has 30,000 housing applications registered. 16,000 new applications are completed annually. In 09/10 there were 4,600 lettings made to council properties.

Housing Services undertake performance analysis of customer profile of housing applicants and of new tenants on a quarterly basis. This is based upon information supplied to a national database called Continuous Recording (CORE) and from our own analysis. CORE is a national database funded by the Tenants Services Authority (TSA). All local authorities and Registered Social Landlords (RSLs) in England are expected to complete a questionnaire giving both tenant and property information for all new lettings. TSA will be the regulator for council housing from April 2010 (subject to Parliamentary approval).

Housing Market Assessment

Local Authorities are required to undertake a housing market assessment to assess the housing requirements for their area. A full Strategic Housing Market Assessment (SHMA) was undertaken in 2006 by consultants and the report was published in May 2007. In order that this information is up to date and relevant the Local Authority is in the process of commissioning a new Strategic Housing Market Assessment in order to give the Local Authority an up to date, detailed understanding of the housing market. This assessment needs to include the key drivers as well as supply and demand dynamics. The work will form a key part of the evidence base for the Affordable Housing Supplementary Planning Document (SPD) the Core Strategy and other Local Development Framework documents. It will also assist in the preparation of the Housing Strategy and other key housing policies and funding bids.

Customer Profiling

ALMOs and BITMO are gathering information data on age, gender, ethnicity, sexuality, disability and religion for all tenants so that they may provide more bespoke services to them. Each ALMO has set its own targets aiming at 80 – 100% completion in 2009/10 for age, gender and ethnicity and 30- 40% for sexuality, disability and religion. Strategic landlord wants to work with ALMOs in 2010 so that ALMOs gather more information on employment/ training and household composition to assess under occupation/ overcrowding etc.

There has been a 20% increase in presentations at the Leeds Housing Options (from 25,000 in 2008/09 to a projected 30,000 in 2009/10) in the last year. It is believed that this increase in service demand can be significantly attributed to the economic position but population changes, such as refugee applications, increase in single person households and relationship breakdown will also be relevant factors.

The use that is made of available data in planning service provision (*how well do we use the information, and how can we improve?*)

Housing register and lettings data is used to illustrate the demand for an area. This is used to assess housing demand and shared with Planning when assessing planning applications and negotiations with developers to increase the amount of affordable housing (especially for s106 sites) for an area.

In addition, housing register and lettings data can be used to share with other directorates within the council. Although some teams in social care access the housing management computer system for operational work, insufficient use is made of reporting information. Adult / Children Social Care and Education Leeds should be able to access reports to support their services. For example, when a household with children move then Education Leeds should be able to use this information to update their records and check for school attendance

as well as welfare issues. Similar reports should be used to check against both Adult and Children Social Care databases. Such reports would also assist Education Leeds in planning movement of children for school place planning. Housing Services are introducing a new IT process by July 2010, whereby more personal information will be collected for customers in housing need. As a result it will be easier to send more detailed reports to Social Care on potential cases to match against their databases.

The reasons for population growth, and the consequent implications for services in terms of both universal services and also specific areas of additional demand (*what service changes do we need to make because of population growth?*)

Over the past decade the number of council lettings has significantly reduced, primarily due to the Right to buy, tenants living longer in their property, and the regeneration of estates. Lettings have been stable for the past 3 years at 4,500 per annum. The RSL sector (of 25 RSLs) has 15,000 homes in the city has provides about 1000 lettings. RSLs are expected to make at least 50% of their lettings to applicants from the council housing register. In 2009/10 the performance was 532 lettings.

Pressures on the social housing stock means that the Council will need to embrace opportunities to look at other housing options, especially within the private rented sector. The Council has established a Private Sector Lettings Scheme, through the Leeds Housing Options Service, and it is projected that in 2009/10 at least 720 households will have their housing needs resolved through a private rented letting.

As the number of lettings available in the social housing sector has been stable for the past 3 years, overall waiting times have very slightly reduced. Due to the waiting times for rehousing which are openly published and provided to all new applicants some customers may choose to find their own housing and thereby not apply to go on the housing register. Moreover, efforts are being made to encourage customers to be rehoused in the private rented sector (see below)

Service changes needed:

The last Strategic Housing Market Assessment indicated a requirement for 1889 affordable units to be provided for the next 15 years in order to meet the housing requirements of the City. The Affordable Housing Team are working along with partner organisations to meet these needs. A Strategic Affordable Housing Partnership Board has been established with the remit to increase the provision of affordable housing. The Board made 88 acres of council owned land available for affordable housing and as such has been able to attract significant grant funding from the Homes and Communities Agency to enable people to rent or part buy new affordable homes.

The Leeds Housing Options envisages that around 1000 households will be able to resolve their housing difficulties through a private sector letting in 2010/11 – this is on the basis of current performance of between 75-85 lettings per month. A property shop, advertising available private rented properties, has been established at the Leeds Housing Options Service. The Leeds Housing Options Service has commenced writing to customers on the housing register advising that Private Sector Lettings Scheme could be an option to resolve their housing need; rather than waiting for an ALMO letting.

Simeon Perry
9 Feb 10

Scrutiny Board: Children's Services – Thursday 25th February 2010

Briefing Note: Development in Leeds and its impact on Population

1.0 Context

1.1 The Scrutiny Board (Children's Services) is reviewing the impact of population growth for children's services in Leeds. The Board is focusing on key questions in relation to services that affect children and young people:

- The availability, timeliness and accuracy of local population change data (how good is our information and how do we make it better?)
- The use that is made of available data in planning service provision (how well do we use the information, and how can we improve?)
- The reasons for population growth, and the consequent implications for services in terms of both universal services and also specific areas of additional demand (what service changes do we need to make because of population growth?)

1.2 To ensure that these questions are answered robustly, further information has been requested from the Planning Division of City Development, regarding the development within the city and its likely impact on population.

1.3 This note attempts to address the request made of Planning, taking into consideration the three questions that the board is focusing on.

2.0 Planning Framework:

2.1 Following reforms to the national planning legislation in 2004 (Planning & Compulsory Purchase Act), local planning authorities are now required to prepare Local Development Frameworks (LDF) for their areas. The LDF is not a 'single plan' but the term for the collection of Local Development Documents produced by the local authority, which collectively delivers the spatial planning strategy for its area (taking into account economic, social and environmental issues). The Planning Service is currently producing the Core Strategy and other accompanying documents which will be part of the Leeds Local Development Framework.

2.2 In developing the LDF, consideration as to the expected level of growth over the lifetime of the plan must be made. The Planning Service relies on the annual population forecasts developed by National Statistics and the household forecasts produced by CLG every two years. This information is used to inform planning policy decisions for Leeds.

2.3 However, alongside using the most current data released, the LDF must also consider the overall plan for the region, as delivered in the Regional Spatial Strategy (RSS). This is because the LDF must be in general conformity with the RSS. The RSS, adopted in May 2008, used the 2003 and 2004 based projections when devising the policies and spatial strategy for the region. Therefore it is important that the LDF seek a balance between meeting the vision and aims of the RSS while also considering more recent data that highlights growth at higher than initially forecasted levels. Therefore the LDF must be flexible in its approach to planning and delivering growth whilst also seeking to maintain the principles established in the RSS.

3.0 Future Development Patterns

3.1 The RSS has set out a Core Approach for delivering growth. The basic elements of this approach are to ensure that development is located in sustainable locations, regenerating deprived neighbourhoods and making the best use of existing infrastructure. Due consideration must be given to green infrastructure, environment and habitats and ensuring that people have access to facilities via sustainable transportation options. This has culminated in seeking to concentrate growth in key centres across the Region.

3.2 Leeds, through its emerging LDF, has translated this approach into the emerging Core Strategy policies. Leeds has identified key settlements where growth should be located – taking in due regard considerations such as flooding, transportation, landscape classifications, etc. By concentrating growth in key settlements, it is expected that the town centres of these centres will also improve, gaining from increased population to support and providing certainty of growth. That is, the LDF has set out a vision for where growth will occur in the district over the next 20 years.

3.3 The level of growth expected to occur within Leeds requires the District to consider how best to accommodate the growth. This means that Leeds has to identify whether increased densities within the urban fabric are needed through infill opportunities, or whether extensions and even new settlements will help accommodate the growing population. At present it is expected that infill will provide for over half of the forecasted growth, but longer term a large percentage may also be required from extensions to settlements. Future work may also identify a need to greatly expand or develop a new settlement.

3.4 Attached to this report are tables on the settlements identified as being key to accommodating development as well as a table outlining how growth is expected to be accommodated (i.e. infill or extensions). All of this work continues to be subject to sound evidence as well as further public consultation.

4.0 Planned Level of Growth

- 4.1 As mentioned earlier, the LDF must be ever mindful of the growing population in Leeds. Therefore it has to define a series of robust policies which will be flexible enough to accommodate growth above and beyond what is already being forecasted. Initial data suggest growth in the order of approximately 83, 000 housing units could be delivered between 2009 - 2026 on land that meets Core Strategy policies. This averages to about 4882 units per annum (gross). However this will need further investigation and is wholly depended on external factors such as need, build rates, etc.
- 4.2 However recent forecasts suggest that at a minimum, Leeds needs to be planning for approximately 4800 units (net)of housing per year. This is based on past trends and holding the average household size at its current rate. While these assumptions can be challenged both for and against, these forecasts represent the lowest level of housing growth forecasted. Therefore it is important that the LDF remain suitably flexible to ensure that throughout the lifetime of The Plan, policies will be able to be delivered ALONGSIDE housing growth.
- 4.3 To remain flexible, the LDF will use the Plan Monitor and Manage approach. This approach uses annual monitoring of key indicators to track progress on meeting the Plan's (and the community's) objectives. By looking at annual trends, policy can be managed and adjusted to ensure that any adverse implications are dealt with swiftly and that positive policy delivery can be reinforced.
- 4.4 One of the initial methods of the Plan Monitor Manage Approach being promoted in the Core Strategy is by delivering housing at an increasing rate throughout the life of the Plan. This will ensure that housing development increases alongside population increases. This is important as it provides time to ensure adequate infrastructure is developed alongside housing. It also will help to balance supply and demand issues, ensure that the development industry can grow with the population and enables new technologies to be implemented in as many developments as possible. That is, the right number of developments for the right number of people each year, built to the standards of that year. It is expected that the following trajectory will be used to deliver housing:

Phase Housing Delivery 2009 - 2026

2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Short Term Total
2750	2750	2850	2950	3100	3250	17650

2015-16	2016-17	2017-18	2018-19	2019-20	Medium Term Total
3650	4050	4550	5050	5550	22850

2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	Long Term Total
5550	5550	5550	5550	5550	5650	33400

4.5 In terms of future development, the number is only one part of the delivery equation. Development will also need to consider the forecasted population structure, as this will impact on what services needed. For housing, this is understanding what the population will be requiring and at what time period in the LDF. For other services, such as transportation, health and leisure, it will be about ensuring that delivery occurs in the right locations and at the right time.

5.0 Adjusting to Changes

5.1 It is expected that both the regional and local plans will be updated before 2026. These updates will offer opportunities to formally adjust policies to ensure that a steady and appropriate supply of housing and related infrastructure is developed to meet the needs of the Leeds population. However by examining policies and adjusting as necessary, the key aims of ensuring sustainable development in sustainable locations, building up the roles of settlements and town centres and seeking to minimise impacts on the environment will continue to play a key role. Therefore service delivery in and around those areas identified for future growth in the Core Strategy should be considered in all long range planning activities.

6.0 Conclusion

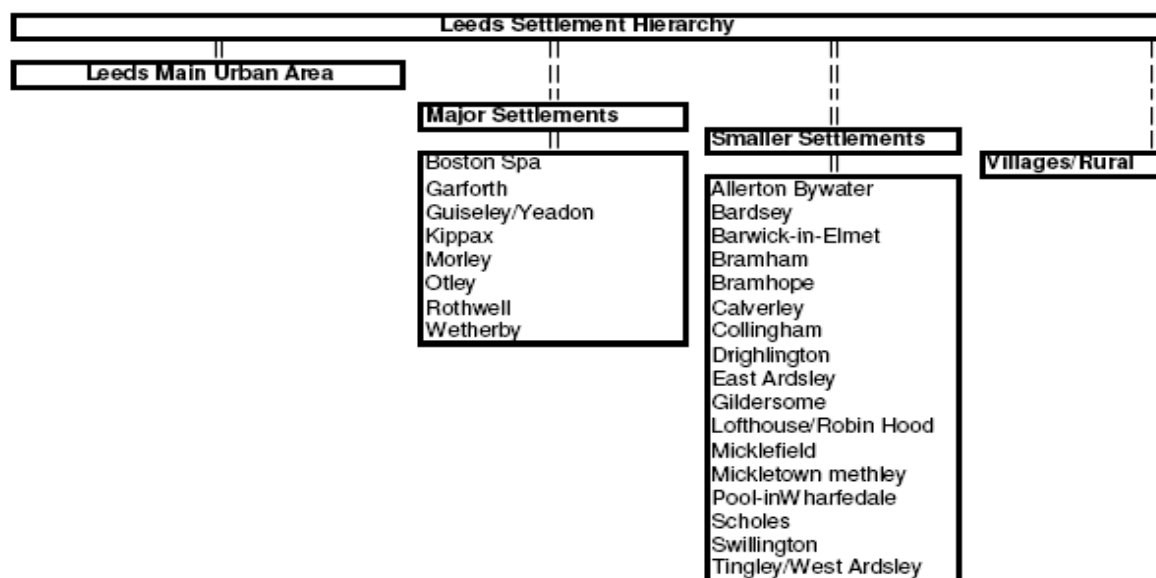
6.1 Population growth within the District is expected to continue to increase at ever higher rates. The LDF has taken on board these forecasts and is establishing a plan for development which takes into account the core approach laid out in the RSS alongside. The LDF is not just about delivering housing but about delivering all services to the people of Leeds.

6.2 Using household development at its base, the LDF has outlined where future growth is expected to occur. This has led to identifying

service centres where it is expected that services will be concentrated to ensure delivery to local residents.

6.3 The overall package of development within Leeds is expected to follow a sustainable approach, considering transportation, infrastructure levels and use of land amongst other key factors. It is in this way that Leeds will be able to respond to the growing population and be able to absorb any changes to estimates.

Leeds Settlement Hierarchy:



Identified Housing Supply as a Proportion of Total Requirement (%)

	2009 – 2015		2015-2020		2020-2026		Plan period	
	In Urban Area	Extension	In Urban Area	Extension	In Urban Area	Extension	In Urban Area	Extension
City Centre	3		8		10		21	
Main Urban Area (excl. City Centre)	11	2	9	5	8	9	27	15
Major Settlements	2	0	1	3	0	16	3	21
Smaller Settlements	1	0	0	1	0	11	1	12
Other Rural	0		0		0		1	
Total	17	2	18	9	18	36	53	48

Note: This table identifies housing supply in excess of the 73,900 housing units yet to be delivered until 2026 – hence 101% total delivery.

Children Leeds [ISCB] ←-----→ **Healthy Leeds Joint Strategic Commissioning Board** [JSCB] ←-----→ Safer Leeds [CB]

*Leeds Strategic Plan [inc. LAA] and PCT Strategy
Joint Commissioning Plan*

Joint Commissioning sub-groups
[Priority Groups/Promoting Health and Wellbeing/Planned and Urgent Care]

Various organisational/operational Commissioning Teams
[Localised Information and Finance/Contracting support]

work plan

Joint Information Group – Terms of Reference

Management

Meet at least every 3 months

Chair - 6 mths NHS Leeds / 6 mths LCC [or longer by arrangement]

Admin support by respective organisation for each 6 mth period [or longer by arrangement]

Remit

Information expertise/support - accessible by 3 Commissioning sub-groups and other Commissioners

Skills transfer to support organisational/operational Commissioning and Information Teams

Sign-posting Commissioners to accessible information sources

Maintain register of Needs Assessments, analyses, data etc.

Improve technologies to support cross-city access to information e.g. JSNA data pack

Improve and refresh key Commissioning information e.g. JSNA data pack, at agreed points

Improve patient and public engagement information

Membership – Lead Information staff

NHS Leeds – Corporate Information Service, Public Health, Children + links to Practice Based Commissioning

Leeds City Council – Education, Housing, Neighbourhoods, Adult Social Services, Children, Safer Leeds

LCC Chief Execs Office

Group skills - Access to data, analysis, interpretation, mapping, forecasting, statistics

Performance reporting

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Report to Children's Services Scrutiny Board, 25th February 2010

Further information on the proposals to accommodate increased pupil numbers in primary schools and, in the longer term, secondary schools.

Since the summer of 2009 Education Leeds has been exploring the feasibility of existing school sites for expansion in response to the growing pre-school population and developing plans across many areas of the city. These plans will continue to develop and emerge in response to local need, but the first batch of expansion proposals, for implementation in September 2010 have been through a formal public consultation during November and December 2009 and are now the subject of statutory notices. Expansion of the following schools for September 2010 is now progressing through the statutory process.

Primary School	Current Admission Limit	Planned Admission Limit	Current Capacity	Required capacity
Ireland Wood	30	60	210	420
Iveson	30	45	210	315
Mill Field	45	60	258	420
Blenheim	30	60	210	420
Brudenell	40	45	239	315
Ingram Road	30	45	210	315
Greenmount	45	60	343	420
New Bewerley	45	60	315	420
Beeston	60	90	420	630
Hugh Gaitskell	75	90	525	630
Ebor Gardens	30	60	210	420
Victoria	50	60	318	420
Highfield	45	60	315	420
Moor Allerton Hall	45	60	315	420
Swarcliffe	30	45	210	315
Whitkirk	45	60	315	420
Thorner CE	20	30	156	210

In addition, consultation has taken place and statutory notices published for expansions at Gildersome Primary (30 to 60 from 2011) and at Richmond Hill Primary (from 60 to 90 from 2012) since both of these schools had already been approved for capital investment through the Primary Capital Programme.

In December 2009 and in January 2010 the Executive Board agreed to consultation on a further 9 permanent expansion proposals for implementation in 2011. This has been taking place during January and February and has just concluded. The outcomes from this will be considered by Executive Board in April with a request to progress to the next stage.

School Name	Current Admission Limit	Planned Admission Limit	Current Capacity	Required Capacity
Blackgates Primary	45	60	300	420
Clapgate Primary	45	60	315	420
Windmill Primary	45	60	315	420
Ryecroft Primary	30	60	210	420
Calverley CE	45	60	270	420
Cross Gates Primary	30	60	210	420
West End Primary	30	45	210	315
Featherbanks Infant	60	30	180	210
Newlathes Junior	0	60	240	420

Education Leeds will continue with feasibility work, option appraisal and local discussion in order to generate further expansion proposals for implementation in 2012 that is proportionate to local need.

In parallel, Education Leeds is working with colleagues in Corporate Asset Management to identify potential sites for new schools which may need to be secured or retained to meet medium and longer term need. New schools will take three to four years to establish, to allow time for the required consultation, a competition, design and construction, all this after a suitable site is secured. The same group are also exploring whether there might also be opportunities to use existing buildings for educational purposes.

As the larger cohorts of children now and soon to be starting school complete their primary education seven years later there will be a corresponding need to grow the number of places available in secondary provision. Education Leeds understands this trajectory but whilst there is planning time available, until the outcome of the next government spending review there are no promises for future funding.

21st Century Schools

One of the major drivers for change across the education community as a whole over the coming years will be the outcomes from “21st Century Schools” - the Government’s commitment to deliver a world-class education for every child. This signposts radical changes for schools over time and is therefore an important backdrop to how we plan in the future. Some elements will directly impact on how we plan school places in the future, including the following:

The new Pupil Guarantee will;

- ensure that every young person is participating in education or training up to the age of 17 from 2013 and 18 from 2015.
- will guarantee that every 5-16 year old will have access to five hours of high quality PE and sport per week (3 hours for 16-19 year olds).
- requires the local authority to seek and listen to parents’ views on the quality of the schools in their area.

Every school will be working in partnerships and there will be an acceleration in the creation of academies and trusts

Legislation will be introduced to make clear that schools have responsibilities for all children across their area as well as those on their own roll.

The role of the local authority shifts from the current commissioner-provider to strategic commissioner of high-quality school places and children's services that deliver the pupil guarantee.

The full implications of all aspects of 21st Century Schools, of which the place planning is just a part, will become clearer as the legislation is enacted and following a series of workshops and discussions now being planned with schools and the wider education community over the coming months.

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 25 February 2010

Subject: Formal Response to Scrutiny Recommendation – Interim Safeguarding Inquiry Report

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 In January 2010 the Scrutiny Board (Children's Services) published an interim report with one recommendation arising from its inquiry on safeguarding.
- 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 recommendation was approved by the Executive Board on 12 February.
- 1.3 Members are asked to consider the response provided, and to decide whether any further scrutiny involvement is required. It is suggested that this recommendation is 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: Sandie Keene

Tel: 39 50925

Report of the Interim Director of Children's Services

Executive Board

Date: 12th February 2010

**Children's Services Scrutiny Board Inquiry Into Safeguarding - Interim Report:
Director of Children's Service's Response**

Electoral Wards Affected:

All

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)

EXECUTIVE SUMMARY

- 1.0 This report details the recommendation from the Children's Services Scrutiny Board's Inquiry into Safeguarding - Interim Report. The full interim report is attached at Appendix 1. This report includes comment by the Interim Director of Children's Services for Executive Board to consider in determining how they wish to respond.
- 2.0 The report relates to the issue of resources in Children and Young People's Social Care and therefore links closely with the Proposed Revenue Budget Report for 2010/11, which is also on the Executive Board's agenda. The Interim Director's comments link in with this report by proposing support for the principle of the Scrutiny recommendation, but with a pragmatic approach to taking this forward that recognises current challenges around social workers recruitment and the wider quality improvement, culture change and remodelling work currently taking place within the service in Leeds. The report also outlines how this work would be monitored.

RECOMMENDATION

- Executive Board is recommended to:
- Note the recommendation of the Children's Services Scrutiny Board Inquiry into Safeguarding-Interim Report; and
 - Endorse the response set out by the Interim Director of Children's Services in Paragraphs 3.2 to 3.7 of this report as an appropriate response to this recommendation.

1.0 PURPOSE OF THIS REPORT

- 1.1 At its meeting on 28th January the Children's Services Scrutiny Board agreed an interim report as part of its inquiry into safeguarding children in Leeds. The interim report is attached at Appendix 1. This interim report includes a single recommendation, directed to the Executive Board, which has implications for Council spending and particularly for Children's Services. In accordance with the requirements of the constitution, the response to the Scrutiny Board's recommendation needs to be agreed by the Executive Board. The purpose of this report is therefore:
- To outline for Executive Board the recommendation made by the Children's Services Scrutiny Board; and
 - To provide comment on the recommendation by the Interim Director of Children's Services for Executive Board to consider in determining how they wish to respond.

2.0 BACKGROUND INFORMATION

- 2.1 In spring 2009, as part of its work programme and in response to issues raised through inspection findings (particularly the December 2008 Annual Performance Assessment) and matters discussed at its meetings, the Children's Services Scrutiny Board chose to carry out an inquiry into safeguarding children and young people in Leeds.
- 2.2 A cross-party working group was established and through scoping the issue it was agreed that the inquiry would have two distinct strands, resources and the preventative duty. Although the working groups for each strand had completed their original planned evidence collection by early December 2009, after meeting together, the members involved decided they wished to gather some important further evidence (during January and February 2010) and wanted to wait until after the publication of the Ofsted and Care Quality Commission Announced Inspection of Safeguarding and Looked After Children's Service's, before drawing together their own overall conclusions.
- 2.3 However, those members also felt that they did not want to delay making an important recommendation with significant financial implications, particularly in light of the budget setting process during February 2010. So it was agreed that an interim report would be produced to highlight this recommendation and would be submitted in February to coincide with the paper on the proposed revenue budget for 2010-2011, to ensure that members have the opportunity to take timely action in response to its findings.
- 2.4 The recommendation from the report is detailed in the 'Main Issues' section along with a response from the Interim Director of Children's Services.
- 2.5 The Interim Director has brought the response proposed to the attention of the Executive Lead Member for Children's Services who has raised no additional issues.

3.0 MAIN ISSUES

- 3.1 The Children's Services Scrutiny Board Inquiry into Safeguarding-Interim Inquiry makes a single recommendation set out in two parts:

Recommendation One:

'We recommend that the Executive Board includes an increased resource for children's social care staffing in the budget proposals to be put forward to Council in February 2010.

We recommend that the costings provided to us by the Chief Officer for Children and Young People's Social Care for a caseload of 20 cases are used as a minimum starting point for working towards a children's social work service with sufficient staff to ensure a reasonable caseload, and promoting quality outcomes for the children and families of Leeds'.

Response from the Interim Director of Children's Services

- 3.2 Children's Services recognise and value the depth of the Scrutiny Inquiry into Safeguarding and appreciate the timeliness of this interim report and its recommendation. The Interim Director of Children's Services is happy to support the first part of the Board's recommendation. The need for additional resource has been highlighted throughout analysis carried out with Children and Young People's Social Care during 2009/10. Resource levels are also a key theme in the report on the announced inspection of safeguarding and looked after children's services, published on 7th January 2010. The Council is committed to responding effectively to the findings of that report. A separate report about the announced inspection is also on the February Executive Board agenda.
- 3.3 Before the announced inspection, as the Scrutiny Board's interim report recognises, work had already started to help reduce caseloads. In October 2009, for example, it was agreed that capacity should be increased through 25 new Advanced Practitioner posts. Eight of these have been recruited and will be starting work in these posts in February. The second wave of recruitment has now commenced.
- 3.4 In view of the Scrutiny Board's recommendation, Executive Board is asked to note the report also on its February agenda, which sets out the Council's proposed revenue budget for 2010/11. In broad terms, the scrutiny recommendation is already taken account of within the proposed budget, which incorporates a £6.2 million increase for Children and Young People's Social Care.
- 3.5 What this proposed increase does not do is direct the full amount suggested in the Scrutiny Board's interim report for the immediate recruitment of the additional social worker numbers suggested (and the administrative and managerial staff needed to support these extra numbers). This would be an unrealistic ambition given the limitations of the supply of qualified social workers currently available. Instead, the 2010/11 budget proposals include a two-year approach to increasing social work capacity. Year one builds-in additional funding for the 25 advanced practitioners, alongside a re-designation of other funding into additional frontline social work posts. Year two (2011/12) will allow for further new posts to be built into the social worker establishment. This two-year approach is pragmatic, with a strong focus in year one on remodelling the existing workforce to undertake more support functions and release social worker capacity. Importantly, this increased capacity is part of a wider approach to improving the quality of practice at the front line and the quality of the service as a whole.

- 3.6 It is suggested therefore that Executive Board endorses the recommendation of the Scrutiny Board but rather than proposing the immediate recruitment of the number of additional social workers and support staff suggested in scrutiny's report, agrees a more pragmatic approach, combining the remodelling of existing services along with phased recruitment of additional frontline staff. This is considered a better way to achieve the improved quality and reduced case loads being sought. Over the next two years this approach can significantly improve our support for vulnerable children and young people in Leeds.
- 3.7 If approved, Children's Services will welcome the opportunity to report progress on this approach to the Scrutiny Board. In addition, the progress and impact of this work will be closely monitored by the newly established Improvement Board, ensuring it is continually and effectively reviewed. Executive Board will be kept up-to-date through the monitoring reports on the Children's Services Improvement Plan.

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 are no specific legal implications. The resource implications of making additional investment in Children and Young People's Social Care are contained within the Executive Board report on the Proposed Revenue Budget for 2010-2011 on the February Executive Board agenda.

6.0 CONCLUSIONS

- 6.1 The timing and nature of the Interim Scrutiny Inquiry Recommendation is helpful for the Council's priority of improving safeguarding. The Interim Director of Children's Services has accepted the recommendation that more resources are required within the Children and Young People's Social Care budget and has proposed a pragmatic approach to taking this forward that will improve social work capacity in the context of wider improvements within the service. Executive Board will be kept up-to-date through monitoring reports on the Children's Services Improvement Plan.

7.0 RECOMMENDATIONS

- 7.1 Executive Board is recommended to:
- Note the recommendation of the Children's Services Scrutiny Board Inquiry into Safeguarding-Interim Report; and
 - Endorse the response set out by the Interim Director of Children's Services in Paragraphs 3.2 to 3.7 of this report as an appropriate response to this recommendation.

BACKGROUND PAPERS

Report to the 12th February 2010 Executive Board on the Ofsted and Care Quality Commission announced Inspection of Safeguarding and Looked After Children's Services in Leeds.

Report to the 12th February Executive Board on the Proposed Revenue Budget 2010/11.

Report of the Head of Scrutiny and Member Development

Scrutiny Board: Children's Services

Date: 25 February 2010

Subject: Draft Scrutiny Inquiry Report – Meadowfield Primary School

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 This report presents the conclusions and recommendations arising for the Scrutiny Board's inquiry regarding Meadowfield Primary School.
- 1.2 This inquiry was triggered by a request for scrutiny presented by the Chair of governors, relating to issues arising from the building of this new school. A draft report is attached.

2.0 Consultation

- 2.1 Scrutiny Board Procedure Rule 14.3 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be attached to the report".
- 2.2 The Chief Executive of Education Leeds has indicated that there is no specific advice that he wishes to provide at this stage, before the Board finalises its report.
- 2.3 Once the Board publishes its final report, the Chief Executive of Education Leeds will be asked to formally respond to the Scrutiny Board's recommendations within three months.

3.0 Recommendations

3.1 The Board is requested to:-

- (i) Agree the Board's final report and recommendations.
- (ii) Request that a formal response to the recommendations is produced in line with normal procedures for scrutiny inquiry reports.

Background papers

None

**Draft Scrutiny Inquiry Final report
Meadowfield Primary School
February 2010**

DRAFT



Introduction and Scope

Introduction

1. In January 2009 Mike Shaw, Chair of Governors at Meadowfield Primary School, presented a request for scrutiny to the full Board.
2. Meadowfield Primary School and Children's Centre opened in a new building in November 2005, following the merger of two Primary Schools. The Chair of governors explained that there had been a long history of dispute with Education Leeds about certain aspects of the building project.
3. In addition to presenting his request at the Board, Mr Shaw provided extensive background information regarding the history of his concerns to the Chair of the Scrutiny Board.
4. The Scrutiny Board decided that the best way to progress the request was to appoint a small working group to consider the background information provided, and then make a recommendation back to the full Scrutiny Board regarding what specific areas a scrutiny inquiry should focus on.
5. The working group met with Mr Shaw and a senior officer from Education Leeds to explore potential areas that the Board might usefully scrutinise.
6. Having reviewed the information submitted by the Chair of Governors, the working group agreed that there were a number of issues that merited further scrutiny.
7. Whilst it was agreed that the focus of any scrutiny work should be on ensuring that future relationships and responsibilities are clearly defined for

the benefit of future similar school building projects, the working group also identified two specific aspects of the Meadowfield project that members felt warranted further investigation.

Scope of the Inquiry

8. The Scrutiny Board agreed with the working group's proposed remit for this additional work:
 - Project management arrangements for building projects, and complaints procedures for managing the relationship between schools and Education Leeds.
 - How school/company relationship issues are covered by the accountability arrangements between Education Leeds and Leeds City Council.
 - The costing of fees for the three schools project which included Meadowfield Primary School.
 - The playing field at Meadowfield Primary School.
9. The working group subsequently met on two further occasions to consider the specific aspects identified for further inquiry.



Conclusions and Recommendations

Project Management Arrangements

10. From our own experience as governors at schools experiencing building projects, we acknowledged that it was almost certain that there would be some snags and changes during the lifetime of a project, and that all parties needed to work together to find a satisfactory and realistic outcome, despite the disappointment and frustration we might feel at times.
11. Whilst the building of a new school offers choices about design decisions, there is also the challenge of financial limitations. As the project progresses and the specification is tightened up, costs can be more accurately identified, and choices have to be made about what can be afforded within the overall budget.
12. Officers accepted that the management of expectations from the available funding had not been well handled in this case, on the face of the evidence provided.
13. New ways of working should ensure that these issues are more clearly understood by all parties in current and future projects, with schools more closely engaged at every stage of the process.
14. A handbook was being developed for schools and governing bodies, which will set out what each partner in a Building Schools for the Future (BSF) project could expect from the others. This could usefully be extended or replicated to cover other building projects.
15. None of the improvements could guarantee that a school would be happy with all aspects of a building project, but it should ensure that they are involved in deciding the best way forward.
16. In particular, we learned that a tailored project management process, based on the widely recognised PRINCE2 system, was introduced by Education Leeds during 2006/07. This is similar to the 'Delivering Successful Change' process adopted by the Council, which is also based on PRINCE2 methodology.
17. This process should ensure that all parties including stakeholders and procurement partners have a common understanding of the following key elements of a project:
 - Organisation and governance arrangements
 - The timing of the programme and the activities to be undertaken
 - The level of responsibility, authority and accountability of those involved
18. Formal controls are built in to ensure proper communication takes place; that changes to the project are properly managed; and that risks are addressed. School projects over £2m in budget have a Project Board including the Headteacher and a governor representative.
19. The application of the project management process is also separately quality assured for each project.



Conclusions and Recommendations

20. In particular we welcomed the commitment to improved communication and stakeholder engagement, including clarity around expectations and the scope of the project.
21. The process is based on a customer/client/supplier relationship, where the school is the customer, but Education Leeds is the client who specifies the project.
22. Education Leeds provided copies of correspondence from Bankside Primary School - a current building project – endorsing the Project Board approach and project management methodology now used by Education Leeds.
23. This correspondence highlighted how the Project Board approach had secured school and governor buy in to the process and “allowed the school to understand the complexities and challenges of project management as co-drivers in the process rather than baffled bystanders”.
24. The working group was also provided with a file of documents containing examples of the new project management process in relation to five other school building projects. Copies of reports, meeting minutes and correspondence were included to demonstrate how problems arising during the projects or the subsequent snagging period were responded to in line with these new procedures. The intention was to demonstrate an improved and systematic process for addressing such issues. Everyone agreed that such procedures should produce a much more satisfactory experience than had been the case with Meadowfield Primary School, which pre-dated their introduction.
25. Members commented on the frequency of unforeseen site issues arising once construction started, and the subsequent demands on contingency budgets. Officers confirmed that contingency budgets are usually set at a level shaped by experience and industry norms. These budgets exist to manage unplanned expenditure and to be able to respond to changes in any project specification, against agreed criteria.
26. Officers assured us that several of these examples had started to be developed before the new project management methodology had been brought in, and that the new methodology had therefore only been applied to later stages of the project. More detailed planning and investigation of potential risks now took place up front. Nevertheless, it was still a challenging area given the pressure on budgets, and the cost of changes once a design had been ‘frozen’.
27. Education Leeds officers also stressed that part of the project management process now includes proactively reviewing lessons from each individual project to be implemented in future projects.

Complaints Procedure

28. We considered the Education Leeds complaints procedure. This is a general procedure and is available to schools as well as to individuals. However, the Chair of Meadowfield governors pointed out that schools were not able to take their complaints to the Local



Conclusions and Recommendations

Government Ombudsman as advised in the procedure for complainants dissatisfied with the outcome of the Education Leeds stage 2 review of a complaint.

29. We agreed that, as currently written, the Education Leeds complaints procedure is not applicable to schools in the same way as an individual customer, particularly in relation to the independent stage three involving the Local Government Ombudsman, which is not a route available to a school. Schools needed a route to resolve complaints about Education Leeds, including complaints relating to building projects.

Recommendation 1 – That Education Leeds revises its complaints procedure to incorporate a specific section for school complaints, including an appropriate third stage review process.

Leeds City Council/ Education Leeds Relationship

30. We received information about the accountability arrangements between Education Leeds and Leeds City Council. We were told that the framework for the accountability arrangements derives from the contract that exists between Leeds City Council and Education Leeds. Two senior council officers sit on the Board of Education Leeds and the Chief Executive of Education Leeds is a member of the council's Corporate

Leadership Team. Education Leeds is accountable for meeting certain performance targets and for delivery of relevant elements of the Leeds Strategic Plan in a similar way to departments of the City Council.

31. We were particularly concerned in this instance with how the accountability arrangements would address any relationship issues between schools and Education Leeds.
32. It was explained to us that such issues could be raised, by either party, at the monthly accountability meetings between the Deputy Director of Children's Services (formerly the Chief Education Officer) and the Chief Executive of Education Leeds. In such cases the Deputy Director of Children's Services would look to work with Education Leeds to secure a productive way forward, taking an objective view of the matter.
33. We learned that Meadowfield Primary School had been discussed at these meetings on a number of occasions dating back over several years, although Mr Shaw had not been aware of this until December 2008, when he was provided with a copy of a letter from the council's Chief Executive to the council's external auditors, KPMG, which referred to these meetings.
34. This information had been provided in response to the auditor's query about accountability arrangements following an approach from Mr Shaw about his ongoing concerns. The external auditor concluded that this was the only aspect of Mr Shaw's concerns over which he had jurisdiction, and he was satisfied with the response provided by the council.



Conclusions and Recommendations

Recommendation 2 – That the revised complaints procedure referred to in recommendation 1 includes information about how a school may refer a matter such as a building project concern to the accountability arrangements between Education Leeds and Leeds City Council.

Fees

35. The point of contention regarding fees was whether, as suggested by Mr Shaw, the school project was scaled down as a consequence of the three school scheme not having been costed to allow for professional fees.
36. Officers stated to the working group that a framework contract for consultants was set up by the City Council following formal procurement; this framework provided a consistent and fixed fee arrangement for all projects. This fixed fee was set at 10% of the budget with a further nominal allowance to include for planning permission, building control and site supervision.
37. The Chair of Governors provided correspondence from 2004 which acknowledged that a misunderstanding about whether or not figures included fees had meant that minor changes had to be made to the external design for the school, although it was stressed that none of the key features of the design had been compromised. The letter also confirmed that steps had been taken to ensure that this situation did not occur again.

38. We agreed that it was important that the documentation on building projects clarified the amount of fees to be allocated from within the budget so that all parties were clear at all stages how much funding was available for other aspects of the project.

Recommendation 3 – That Education Leeds ensures that the amount of fees to be allocated from within each building project budget is made clear to all parties.

The Playing Field

39. The Chair of Governors provided extensive evidence relating to the difficulties experienced with the playing field, and the various stages in resolving the matter in order to have a field the children could safely use.
40. There was a general acceptance from officers that there were problems with the playing fields and that in hindsight more specialist advice should have been sought on the development of the playing fields, particularly with regard to the best time for planting.
41. Officers also stated that a more rigorous inspection regime for such work had now been put in place and that problems of the type experienced were now less likely to occur.
42. The working group was advised by Mr Shaw that the playing fields were now in use by children.



Conclusions and Recommendations

Resolving outstanding issues

43. At the working group's meeting in May, Education Leeds officers circulated a draft note of a recent meeting they had attended with Mr Shaw and the Head and Deputy Head of Meadowfield Primary School. The purpose of the meeting had been to identify all the outstanding issues that the leadership of the school had identified in relation to the building. These were:
- the high cost of annual repairs and maintenance
 - water heaters
 - vinyl floor in early years and reception
 - smells
 - window actuators
 - dead trees
44. It was agreed that Education Leeds would provide options for resolving these issues following the scrutiny working group meeting. It was clarified that this did not automatically mean that Education Leeds would pay for all changes. Mr Shaw stated that he would welcome a more positive approach as was being suggested to resolving these outstanding issues.
45. We felt that it was important for the school and Education Leeds to be able to move on from the current situation. At the same time as Education Leeds need to agree solutions to the list of outstanding issues, the school also needs to draw a line, stop adding to the list of issues being raised and take ownership of the building for itself and its community.

Recommendation 4 – That Education Leeds confirms the actions agreed with the school to sign off the agreed list of outstanding issues at paragraph 43, and the timetable to complete these actions.

46. Officers agreed to benchmark maintenance costs for Meadowfield Primary with other similar schools.
47. It was also acknowledged that client officers needed to ensure that they are protecting the school's long-term interests at the design stage of a building project by considering the likely future costs or savings to the school of particular design or material choices. BREEAM regulations now required a cost analysis of the building over the course of its projected lifetime. These were not in place when Meadowfield Primary School was designed.
48. It was further noted that a school would be built according to the guidelines in place at the design freeze stage, and any subsequent requirements would need to be addressed separately.
49. Nevertheless there needed to be some way of addressing a situation where a new school found itself facing significant unexpected maintenance costs. Possible solutions might include changes to the building to alleviate the impact, or a review of the school funding formula in relation to the allocation of maintenance budgets for all schools to redistribute funding.



Conclusions and Recommendations

Recommendation 5 – That Education Leeds benchmarks the maintenance costs at Meadowfield Primary School with other similar schools in order to assess whether they are significantly higher.

50. Officers clarified that the ‘snagging’ period only lasts for one year from the building handover date to Education Leeds. Education Leeds officers routinely monitor faults during this period, but after this time they would only respond to reports from the school, as appropriate.
51. Officers accepted that it had taken too long to resolve some of the problems at Meadowfield. They agreed that they would consider funding the cost of the proposed new flooring as a goodwill gesture, but that this did not constitute an acceptance of liability for the underlying cause, which remained a matter of disagreement.
52. The importance of the school experiencing an effective handover, with clear manuals and training for the operation of the building was stressed. A DVD was suggested as a helpful guide for schools. Officers indicated that they were continuously reviewing the handover process. This was welcomed by the Chair of Governors and by the working group.

Recommendation 6 – That Education Leeds reports back to the Scrutiny Board on the handover process for new school buildings.



Evidence

Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply. The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

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

Reports and Publications Submitted

- Index of Meadowfield evidence – listing approximately 60 documents submitted by Mr Shaw (Please note that some of these documents are confidential)
- Education Leeds Compliments and Complaints Procedure April 2002
- Report of the Director of Children's Services – Meadowfield Primary School Review – 23 April 2009 (plus appendices)
- "3 Schools" building project – Some building concerns raised by schools
- Report of the Meadowfield Working Group – 23 April 2009
- Education Leeds Estate Management Team – Project Management Process Examples for Meadowfield Inquiry (some of these documents contain confidential information)
- Meadowfield Primary School: Scrutiny Review – Note of meeting Wednesday 13 May 2009

Witnesses Heard

Mr Mike Shaw, Chair of Governors, Meadowfield Primary School
Jackie Green, Director of Planning and Learning Environments, Education Leeds
Beverly Spooner, Principal Development Officer, Estates Management, Education Leeds

Dates of Scrutiny

8 January 2009 – Request for Scrutiny presented at Scrutiny Board meeting
23 February 2009 – Working Group meeting
5 March 2009 – Scrutiny Board meeting
23 April 2009 – Working Group meeting
18 May 2009 – Working Group meeting

Members of working group – Councillor Ronnie Feldman (Chair), Cllr Judith Elliott, Mr Tony Britten and Mr Ian Falkingham

DRAFT

**Scrutiny Board (Children's Services)
Meadowfield Primary School Inquiry
February 2010
Report author: Kate Arcott**

www.scrutiny.unit@leeds.gov.uk

Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 25 February 2010

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 work programme is attached for members' consideration (appendix 1). The attached chart reflects the discussions at the board's January meeting.
- 1.2 The current Forward Plan of Key Decisions (appendix 2) and the Executive Board minutes from 12th February (appendix 3) 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 – 25 February 2010			
Population Growth	To receive additional evidence to complete the board's inquiry	The Board agreed in November 2009 that it required additional information in order to complete this inquiry	DP
Meeting date – 25 March 2010			
Improvement Plan	To discuss the Improvement Plan	The Board agreed in January that it would receive the Improvement Plan once agreed by Executive Board, and carry out regular monitoring of the Plan	PM
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	Remit/Current position	Meeting Dates
Safeguarding - Resources	Councillor Hyde Councillor Driver Councillor Gettings Councillor Selby Mr Britten Ms Foote Prof Gosden	To consider the adequacy of current children's social work resources to meet core child protection responsibilities	30 July 21 August 10 September 24 September 21 October 5 November 27 November 2 December 14 December 14 January 2010
Safeguarding – Preventative Duty	Councillor Hyde Councillor Driver Councillor Gettings Councillor Lancaster Councillor Selby Mr Britten Ms Kayani Ms Morris-Boam	To consider the universal safeguarding duty and preventative work, particularly at a wedge level	30 July 7 October 16 October 6 November 2 December 1 February 2010

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

Working Groups			
Working group	Membership	Remit/Current position	Meeting Dates
Youth Services Commissioning Framework	Councillor Lancaster Professor Gosden Mr Britten	To comment on the developing proposals	February/March 2010
School Organisation Consultations	Councillor Hyde Councillor Cleasby Councillor Renshaw Councillor Selby Mr Britten Ms Johnson Mrs Knights	Request for scrutiny from Councillors Ewens and Pryke Work completed – awaiting final report	3 September 2009 26 October 2009
Attendance	Councillor Hyde Councillor Gettings Mr Britten Professor Gosden	The Board agreed in May 2009 that the working group should review progress before the end of the 2009 calendar year. Work completed – awaiting final report	16 November 2009
Youth Service Surveys	Councillor Lancaster Councillor Renshaw Mr Britten Mrs Knights Ms Morris-Boam	The Board agreed in September 2009 to set up a working group to ensure that the plans for the next non-user survey for the youth service engages schools sufficiently	29 January 2010
Liaison with Leeds Youth Council	Councillor Lancaster Councillor Renshaw Mr Britten Mrs Knights	The Board agreed in September 2009 to re-establish this working group to liaise with the Leeds Youth Council over its involvement with the scrutiny process.	March/April 2010
14-19 review	Councillor Hyde Councillor Cleasby Councillor Driver Councillor Lancaster Mr Britten Professor Gosden	Work completed – awaiting final report	30 November

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

Extract relating to Scrutiny Board (Children's Services)

For the period 1 March 2010 to 30 June 2010

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)
Aiming High for Disabled Children Short Break Provision Phase 1 To approve the award of 15 month or 3+1+1 year contracts worth a total of £1.5 million to numerous organisations for the provision of short breaks for disabled children and young people via competitive tendering	Director of Children's Services	1/3/10	N/A	Delegated Decision Report to be submitted to DMT	Director of Children's Services judith.kahn@education.leeds.co.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)
<p>The award of a framework contract to provide modular teaching accommodation for Leeds schools</p> <p>Approval to award a framework contract, to provide modular teaching accommodation for schools in Leeds.</p>	<p>Deputy Director Children's Services (Commissioning & Partnerships)</p>	<p>1/3/10</p>	<p>Schools in Leeds</p>	<p>Tender evaluation report</p>	<p>Deputy Director Children's Services (Commissioning & Partnerships) tony.palmer@leeds.gov.uk</p>
<p>Schools Capital Investment Partnership 2010/11</p> <p>Approval to carry out capital works and incur expenditure in respect of the 2010/11 Schools Capital Investment Partnership programme</p>	<p>Director of Children's Services</p>	<p>1/3/10</p>	<p>Leeds Schools</p>	<p>Design and Cost report (to be submitted)</p>	<p>Director of Children's Services tony.palmer@leeds.gov.uk</p>

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)
Schools Devolved Formula Capital Budgets 2010/11 Approval to carry out capital works and incur expenditure at Leeds Schools, to be funded by Devolved Formula Capital Grant	Director of Children's Services	1/3/10	Leeds Schools	Design and Cost Report (to be submitted)	Director of Children's Services tony.palmer@leeds.gov.uk
Revised Nursery Fees 2010/11 To accept the proposed nursery fees for 2010/11	Chief Officer - Early Years and Integrated Youth Service	1/3/10	Executive Member	Revised Nursery Fee Report 2010/11	Chief Officer - Early Years and Integrated Youth Service andy.brown@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	1/4/10	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)
<p>Major Building Works in relation to the Expansion of a number of Primary Schools in Leeds</p> <p>Approval to proceed with a major building programme to expand a number of primary schools in Leeds during 2010 in order to accommodate additional school pupils, and to incur expenditure from the approved capital programme</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>7/4/10</p>	<p>All schools that will be subject to building works, Leeds City Council Planning Department</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Executive of Education Leeds tony.palmer@educationleeds.co.uk</p>
<p>Formation of New Children's Trust Board and Revised Leeds Safeguarding Children Board</p> <p>Executive Board will be asked to endorse the proposal to establish a new Children's Trust Board and revised Leeds Safeguarding Children Board</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>7/4/10</p>	<p>Discussions and consultation with a range of partners and stakeholders, including partners currently involved in existing Children's Trust arrangements.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Children's Services martyn.stenton@leeds.gov.uk</p>

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)
West Leeds SILC outcomes of consultation	Executive Board (Portfolio: Children's Services)	7/4/10		The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds stuart.gosney@leeds.gov.uk
Outcome of consultation on proposals to make changes to Horsforth Primary Schools Permission to publish statutory notice to make changes to Horsforth Primary Schools	Executive Board (Portfolio: Children's Services)	7/4/10	Consultation ran Jan/Feb 2010, statutory notice likely to run April/May 2010	The report to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds george.turnbull@educationleeds.co.uk
The future of Girls only provision in Leeds To receive the outcome of public consultation and consider the publication of a Statutory Notice	Executive Board (Portfolio: Children's Services)	7/4/10	Detailed in report	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds ros.vahey@educationleeds.co.uk
The future of Primrose high school To receive the outcome of public consultation and consider the publication of a statutory notice	Executive Board (Portfolio: Children's Services)	7/4/10	Detailed in report	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds dorothy.smith@educationleeds.co.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)
The future of Parklands girls school To receive the outcome of public consultation and consider the publication of a Statutory Notice	Executive Board (Portfolio: Children's Services)	7/4/10	Detailed in report	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds pat.toner@educationleeds.co.uk
The Future of the City of Leeds School To receive the outcome of public consultation and consider the publication of a Statutory Notice	Executive Board (Portfolio: Children's Services)	7/4/10	Detailed in report	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds dorothy.smith@leeds.gov.uk
Outcome of consultation on proposals to expand six primary schools Permission to publish statutory notice to expand six primary schools	Executive Board (Portfolio: Children's Services)	7/4/10	Consultation ran Jan/Feb 2010, statutory notice likely to run April/May 2010	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds george.turnbull@educationleeds.co.uk
Outcome of the consultation on 2011 admission arrangements Approval of the recommendations	Executive Board (Portfolio: Children's Services)	7/4/10	4 th December 2009 to 5 th February 2010	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds barbara.comiskey@leeds.gov.uk

EXECUTIVE BOARD

FRIDAY, 12TH FEBRUARY, 2010

PRESENT: Councillor A Carter in the Chair

Councillors R Brett, 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

175 Exclusion of the Public

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

- (a) Appendix B to the report referred to in minute 181 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it is not publicly available from the statutory registers of information kept in relation to certain companies and charities. It is considered that since this information has been prepared for the Council's assessment of various property transactions then it is not in the public interest to disclose this information at this point in time. Also the release of such information would or would be likely to prejudice the Council's commercial interests in relation to and undermine its attempts to acquire by agreement similar properties in the locality in that owners 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 this information will be available from the Land Registry following completion of the purchase 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 188 under the terms of Access to Information Procedure Rule 10.4(3) and appendix 2 to the same report under 10.4(3,6), and on the grounds that it contains information about the commercial position of the City Council in relation to the proposed procurement; information which would reveal action the authority proposes to take under legislation, in relation to identified sites which are subject to separate consultation in the first instance with residents and staff concerned. The public interest of maintaining the exemption outweighs the public interest in disclosing such information. Whilst it is considered that there is public interest in disclosure of this information at the earliest opportunity, it is deemed more appropriate, and consequently of greater public interest to ensure

that the information is released once a decision has been made by Executive Board.

- (c) Appendix 1 to the report referred to in minute 189 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains information which if disclosed to the public would, or would be likely to prejudice the commercial interests of the Council. The Appendix contains commercially sensitive information which if disclosed may prejudice the future negotiation of the contract for the project.
- (d) Appendices 1 and 2 to the report referred to in minute 185 under the terms of Access to Information Procedure Rule 10.4 (3) and on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) which if disclosed to the public would, or would be likely to prejudice the commercial interests of that person or of the Council. The proposals have been considered in terms of the benefit that the Council would seek as part of any proposal to make its land available to facilitate any S106 requirements.
- (e) Appendices B and C to the report referred to in minute 194 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that they contain information that is commercially sensitive relating to the Council's ongoing waste PFI procurement and the financial and business affairs of Bidders, where the benefit of keeping the information confidential is considered greater than that of allowing public access to the information.

176 Declaration of Interests

Councillor Wakefield declared personal interests in the matters referred to in minute 179 as a school and college governor and a personal and prejudicial interest in the matters referred to in minute 185 as a consequence of a close personal association connected to Farsley Celtic.

177 Minutes

RESOLVED – That the minutes of the meeting held on 6th January 2010 be approved.

DEVELOPMENT AND REGENERATION

178 Items relating to the New Generation Transport (NGT) Scheme

RESOLVED - That consideration of the two items entered on the agenda relating to the New Generation Transport scheme be deferred to the next meeting of the Board.

CENTRAL AND CORPORATE

179 Revenue Budget 2010/2011 and Capital Programme

(A) Revenue Budget 2010/11 and Council Tax 2010/11

The Director of Resources submitted a report on the proposals for the City Council's Revenue Budget for 2010/11, on the Leeds element of the Council Tax to be levied in 2010/11 and the Council House rents for 2010/11. In presenting the report the Director indicated that the final determination in respect of the Housing Revenue Account Subsidy was at variance with the figure contained in the papers as submitted to the Board. It was proposed that the estimates for the Housing Revenue Accounts be amended for submission to Council, reflecting the final subsidy determination with a subsequent increase in the HRA reserves. It was reported that a further report will be submitted to the Board with proposals on the use of these additional resources in 2010/11.

On behalf of the Board, the Chair paid tribute to all those officers who had been involved in the preparation of the 2010/11 budget and thanked them for their efforts.

RESOLVED –

- (a) That Council be recommended to approve the Revenue Budget for 2010/11 totalling £569,295,000, as detailed and explained in the submitted report and accompanying papers, including a 2.5% increase in the Leeds element of the Council Tax, subject to appropriate amendments to the report for submission to Council to reflect the final determination in respect of the Housing Revenue Account.
- (b) That with respect to the Housing Revenue Account Council be recommended to:
 - (i) approve the budget at the average rent increase of figure of 3.1%
 - (ii) increase the charges for garage rents to £6.07 per week
 - (iii) increase service charges in line with rents (3.1%)

(B) Capital Programme Update 2009-2014

The Director of Resources submitted a report setting out the updated Capital Programme for 2009-2014. A page containing revised recommendations had been circulated to all members in advance of the meeting.

RESOLVED –

- (a) That the following be recommended to Council:
 - (i) That the capital programme, as attached to the submitted report, be approved and that the list of schemes shown at Appendix H to the report be reserved until additional resources become available;

- (ii) That the Executive Board be authorised to approve in year amendments to the capital programme including transfers from and to the reserved programme in accordance with Financial Procedure Rules;
 - (iii) That the proposed Minimum Revenue Provision policies for 2010/11 as set out in 5.3 of the report and explained in Appendix G be approved;
 - (iv) That the Minimum Revenue Provision policies for 2009/10 be amended as set out in 5.3.3 of the report.
- (b) That the list of land and property sites shown in appendix F to the report be disposed of to generate capital receipts to support the capital programme
 - (c) That the Director of Resources be authorised to manage, monitor and control scheme progress and commitments to ensure that the programme is affordable.
- (C) Treasury Management Strategy 2010/2011
The Director of Resources submitted a report on the Treasury Management Policy and Strategy for 2010/11

RESOLVED –

- (a) That approval be given to the initial treasury strategy for 2010/11 as set out in Section 3.3 of the report and that the review of the 2009/10 strategy and operations set out in Sections 3.1 and 3.2 be noted.
- (b) That Council be recommended to set borrowing limits for 2009/10, 2010/11, 2011/12 and 2012/13 as set out in Section 3.4 of the report.
- (c) That Council be recommended to set treasury management indicators for 2009/10, 2010/11, 2011/12 and 2012/13 as set out in Section 3.5 of the report.
- (d) That Council be recommended to set investment limits for 2009/10, 2010/11, 2011/12 and 2012/13 as set out in Section 3.6 of the report.
- (e) That Council be recommended to adopt the revised CIPFA Treasury Management Code of Practice 2009 and revised Prudential Code.

(The matters referred to in parts A(a), A(b), B(a) (i) to (iv) and C(b) to (e) being matters reserved to Council were not eligible for Call In)

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on the decisions referred to in parts (A) and (B) of this minute)

180 Financial Health Monitoring 2009/10 - Quarter Three Report

The Director of Resources submitted a report on the financial position of the authority after nine months of the financial year in respect of the revenue budget and the housing revenue account.

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

181 Changing the Workplace Report and Business Case

The Director of Resources submitted a report presenting the objectives and proposals for the Changing the Workplace programme, with particular focus on the delivery of phase 1 of the initiative in the city centre.

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

RESOLVED –

- (a) That the programme for changing the workplace as outlined in the report be supported
- (b) That the recommendations for phase 1 as detailed in paragraph 5 of the exempt appendix, and with regard to the following matters, be approved
 1. The negotiation of terms for the acquisition of a building on the terms detailed in the appendix or procuring the construction of a building.
 2. Seeking release of freehold and leasehold properties as proposed.
 3. Agreement to the level of fees proposed for specialist property advice.
 4. Agreement to the reinvestment of the property efficiency savings plus 5% of other efficiencies to be delivered through the Changing the Workplace programme, to support delivery of the new workplaces, technology, programme resource and training for phase 1.
 5. Agreement that the Director of Resources bring a further report to this Board regarding a preferred option.

182 City Card

The Assistant Chief Executive (Policy, Planning and Improvement) submitted a report outlining a proposal for the introduction and implementation of the City Card scheme as part of the Council's Business Transformation

programme, as a phased development, focussing in Phase 1 on City Development.

RESOLVED – That approval be given to an injection of £692,000 into the Capital Programme, and that authority be given to incur expenditure of £1,342,000 to implement phase one of the City Card project.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this matter pending receipt of a detailed briefing with regard to the proposals)

183 Scrutiny - Half Year Report

The Chief Democratic Services Officer submitted a report introducing the first half yearly report with respect to the operation of the Scrutiny function in Leeds.

RESOLVED – That the report be received.

DEVELOPMENT AND REGENERATION

184 Strategic Housing Land Availability Assessment 2009

The Director of City Development submitted a report summarising the key aspects of, and presenting for approval, the Leeds Strategic Housing Land Availability Assessment (SHLAA) for 2009.

In presenting the report, the Chair thanked all those officers within City Development who had been involved in the preparation of the Leeds SHLAA document for 2009.

RESOLVED – That the Leeds Strategic Housing Land Availability Assessment 2009 be approved for publication.

185 Farsley Celtic Administration

The Director of City Development submitted a report on two proposals in relation to the future use of the Farsley Celtic facility, the Council's interests in the site and the need to inform the Administrator with regard to the Council's intentions in the matter.

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 to the meeting it was

RESOLVED –

- (a) That Members being satisfied that assisting FC 2010 Limited would promote the social and environmental wellbeing of the area, assistance be offered to FC 2010 Limited as a means of supporting their proposed Creditor Voluntary Arrangement and that approval be given to the following:

- (i) The use of the Council land shown on plan 1 attached to the submitted report to support the delivery of any Section 106 Agreement required for Chartford Homes' adjacent residential development.
 - (ii) The use of the Council's land at less than best consideration, at a peppercorn, on a licence or leasehold basis, on final terms to be approved by the Chief Asset Management Officer.
 - (iii) To utilise the Council's Prudential Borrowing powers to provide a loan to FC 2010 Limited on the basis of the Heads of Terms outlined in Appendix 2 of the report, subject to the Director of Resources being satisfied with the outcome of the final due diligence undertaken and the final terms agreed.
- (b) That in the event that FC 2010 Limited's proposal is not acceptable to the Administrator, officers be authorised to pursue alternative courses of action in the terms now indicated.
 - (c) That this decision be exempt from Call In due to the matter being considered urgent, and that Call In may result in the Administrator seeking to liquidate the Football Club's assets without further delay.

(Councillor Wakefield, having declared a personal and prejudicial interest, left the meeting during the consideration of this matter)

NEIGHBOURHOODS AND HOUSING

186 Future Improvement Priorities for Private Sector Housing

The Director of Environment and Neighbourhoods submitted a report outlining the proposed future priorities for action to improve private sector housing in Leeds, including the basis upon which future investment bids and proposals would be made.

RESOLVED –

- (a) That the following proposals to be adopted as future private sector priorities for action for private sector housing in Leeds.
 - (i) Direct investment towards excess cold / fuel poverty and falls hazards
 - (ii) To progress strong partnership collaborative work with NHS Leeds, the Leeds City Region Partnership, and Government in support of the Health and Housing Agenda.
 - (iii) Exploring new and innovative ways of securing funding to support future investment plans.
 - (iv) Jointly undertake a feasibility exercise to assess the potential of introducing private finance through the use of Social Impact Bonds (SIB) with CLG.

Draft minutes to be approved at the meeting to be held on Wednesday, 10th March, 2010

- (b) That a further report be brought to the Board providing further detail on potential funding options.

187 Home Energy Conservation Act (HECA) (1995) - 13th Progress Report

The Director of Environment and Neighbourhoods submitted a report providing an update on the progress which has been made in relation to the overall energy efficiency levels of the Leeds housing stock during the period 1st April 2008 to 31st March 2009.

RESOLVED –

- (a) That content of the 13th HECA Progress Report be approved and that it be noted that the report will be released to Government Office for Yorkshire and the Humber, upon request.
- (b) That an annual report, on the same basis as this report, continues to be brought to this Board.

188 Round 6 Housing PFI Project: Lifetime Neighbourhoods for Leeds

The Director of Environment and Neighbourhoods and the Director of Adult Social Services submitted a joint report setting out a proposal for improvements to older people's housing as a result of the Council's successful Expression of Interest for Round 6 of the national Housing PFI programme.

Following consideration of Appendix 1 to the report, designated as exempt under Access to Information Procedure Rule 10.4(3) and appendix 2 to the report designated as exempt under Access to Information Procedure Rule 10.4 (3) and (6), which were considered in private at the conclusion of the meeting it was

RESOLVED –

- (a) That approval be given to the scope of the project as follows:
- 700 new build accommodation of extra care or lifetime homes aimed primarily at older people, 300 units of extra care; 400 lifetime homes.
 - mostly 2 bedroom units (flats and houses) with a small number of 3 bed houses (2 or 3 per site) where site size allows;
 - a 25 year long HRA Scheme, with a five year construction period;
 - Lifetime Homes standard for all properties. Code for Sustainable Homes Level 4/BREEAM Very Good as a minimum;
 - design, build and facilities management including repairs, lifecycle improvements, housing management, communal service management (for extra care), and leasehold management (if applicable); and
 - 10 sites in 10 locations.
- (b) That the sites listed in the table of exempt Appendix 2a to the report be included in the project.

- (c) That approval be given to an anticipated City Council financial contribution as detailed within section 2 (iii) of exempt Appendix 1 to the report
- (d) That the Outline Business Case be completed and submitted, following approval by the Director of Environment and Neighbourhoods under delegated authority, on the basis of the details set out above.
- (e) That approval be given for a period of statutory consultation to commence with immediate effect to be undertaken as set out in recommendation (i) of exempt Appendix 2a to the report.
- (f) That, having regard to the scope and context of this project and reasons set out in the report, support be given to the principle of replacing sheltered housing as set out in recommendation (ii) of exempt Appendix 2A to the report and that the Chief Housing Officer be authorised to take the final decision on whether the sheltered housing should be replaced as proposed following any relevant formal consultation. Further, that any consequential decisions about suspension of lettings, re-housing and demolition should also be taken by the Chief Housing Officer at the appropriate time under delegated authority.
- (g) That a progress report be brought to this Board in June 2010.
- (h) That the project be allocated to the Housing PFI Project Board for project governance proposals

ADULT HEALTH AND SOCIAL CARE

189 Holt Park Wellbeing Centre - Affordability Position

The Director of Adult Social Services and Director of City Development submitted a joint report on the revised affordability position for the Holt Park Wellbeing Centre project.

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

RESOLVED –

- (a) That approval be given to the revised estimated affordability implications and sensitivity analysis over the life of the proposed PFI Contract for the Holt Park Wellbeing centre, summarised in table 1 of the exempt appendix to the report
- (b) That the detailed information contained in the exempt appendix with regard to recalculation of PFI credit and reassessment of the affordability position be noted and that the revised affordability position, as contained in paragraph 3.6 of the appendix, be approved.

- (c) That officers be authorised to issue the City Council's affordability thresholds relating to the PFI project to the LEP and to Environments for Learning.

CHILDREN'S SERVICES

190 The Ofsted and Care Quality Commission Inspection of Safeguarding and Looked After Children's Services in Leeds

The Interim Director of Children's Services submitted a report providing details of the outcomes from the recent announced Ofsted inspection of safeguarding and looked after children's services in Leeds.

RESOLVED – That the findings of the announced inspection of safeguarding and looked after children's services and how these fit into the wider improvement work currently taking place be noted.

191 Scrutiny Board (Children's Services) Inquiry into Safeguarding - Interim Report: Director of Children's Services Response

The Interim Director of Children's Services submitted a report presenting a response to the Scrutiny Board (Children's Services) interim report regarding the Safeguarding of Children. The Chair of the Scrutiny Board (Children's Services) attended the meeting and presented the interim report of the Board.

RESOLVED – That the recommendation of the Children's Services Scrutiny Board Inquiry into Safeguarding-Interim Report be noted and that the response set out by the Interim Director of Children's Services in Paragraphs 3.2 to 3.7 of the submitted report be approved as an appropriate response to the recommendation.

192 Outcome of Consultation on the Expansion of Primary Provision for September 2010

Further to minute 103 of the meeting held on 14th October 2009 the Chief Executive of Education Leeds submitted a report detailing the outcomes arising from the statutory public consultation process undertaken with respect to the prescribed alterations to:

- permanently expand the 17 primary schools identified in paragraph 2.3 of the report
- add community specialist provision for up to 14 pupils with complex medical physical needs at New Bewerley Primary School
- add community specialist provision for up to 14 pupils with complex medical physical needs at Whitkirk Primary School.

RESOLVED –

- (a) That the outcome of statutory public consultation on the prescribed alterations be noted
- (b) That approval be given for the publication of a statutory notice in respect of the proposals

- (c) That it be noted that a report detailing the response to the statutory notice will be brought to this Board for determination.

193 Outcome of Consultations on the Expansion of Primary Provision at Gildersome Primary School in 2011 and at Richmond Hill Primary School in 2012

Further to minutes 104 of the meeting held on 14th October 2009 and 120 of the meeting held on 4th November 2009 the Chief Executive of Education Leeds submitted a report detailing the outcomes from the statutory public consultation exercise undertaken with respect to Richmond Hill Primary School and Gildersome Primary School.

RESOLVED –

- (a) That the outcome of statutory public consultation on the prescribed alterations to permanently expand Gildersome and Richmond Hill Primary Schools be noted.
- (b) That approval be given for the publication of a statutory notice proposing:
 - (i) the expansion of Gildersome Primary School to a new capacity of 420 pupils from September 2011, with an admission limit of 60 pupils
 - (ii) the expansion of Richmond Hill Primary School to a new capacity of 630 pupils from September 2012, with an admission limit of 90 pupils.
- (c) That it be noted that a report detailing the response to the statutory notice will be brought back to this Board in the Summer of 2010 for a final decision.

ENVIRONMENTAL SERVICES

194 Waste Solution for Leeds - Residual Waste Treatment PFI Project - Results of Detailed Solutions Stage

The Director of Environment and Neighbourhoods submitted a report presenting the outcomes arising from the evaluation of bids at the Detailed Solutions stage of the procurement process. The report also provided an update on the progress of the Residual Waste Treatment PFI Project since the report which was considered by the Board in November 2008 (minute 136).

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

RESOLVED –

- (a) That approval be given to the exclusion of the residual waste transfer station from the scope of the Residual Waste Treatment PFI project
- (b) That approval be given to the proposal not to develop a dedicated residual waste transfer station, with the result that all residual waste for treatment under the PFI contract will be delivered directly to the main residual waste treatment facility once the operational phase of the PFI contract commences
- (c) That the Board notes the continued requirement for the provision at Evanston Avenue of a household waste sorting site (HWSS) and the existing level of waste transfer capacity for a range of materials, and the intention to bring a further report to this Board on the proposed city-wide HWSS strategy, which will expand on the strategy for redevelopment of the Evanston Avenue site
- (d) That the programme going forward to complete the Residual Waste procurement and to award the contract be noted
- (e) That the communications strategy going forward be noted
- (f) That the Board notes the affordability issues detailed in the exempt section of the submitted report and approves that the Price Ceiling will be calculated based upon the methodology set out in Appendix B paragraphs 1.6 and 1.7 until the selection of Preferred Bidder.

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

DATE OF PUBLICATION: 16th February 2010
LAST DATE FOR CALL IN: 23rd February 2010

(Scrutiny Support will notify Directors of any items Called In by 12.00 noon on Wednesday 24th February 2010)