



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 27th September, 2012 at 9.45 am

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

MEMBERSHIP

Councillors

- J Chapman (Chair) - Weetwood;
- B Gettings - Morley North;
- C Gruen - Bramley and Stanningley;
- A Hussain - Gipton and Harehills;
- A Khan - Burmantofts and Richmond Hill;
- A Lamb - Wetherby;
- P Latty - Guiseley and Rawdon;
- M Rafique - Chapel Allerton;
- K Renshaw - Ardsley and Robin Hood;
- A Sobel - Moortown;
- B Urry - Roundhay;

Co-opted Members (Voting)

- Mr E A Britten - Church Representative (Catholic)
- Vacancy - Church Representative (Church of England)
- Ms A Craven - Parent Governor Representative (Primary)
- Ms J Ward - Parent Governor Representative (Secondary)
- Ms N Cox - Parent Governor Representative (Special)

Co-opted Members (Non-Voting)

- Ms C Foote - Teacher Representative
- Ms C Raftery - Teacher Representative
- Mrs S Hutchinson - Early Years Representative
- Ms T Kayani - Leeds Youth Work Partnership Representative
- Ms J Morris-Boam - Young Lives Leeds

Agenda compiled by:
Guy Close
Governance Services
Tel: 24 74356

Principal Scrutiny Advisor:
Sandra Newbould
Tel: 24 74792

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

3

LATE ITEMS

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

MINUTES - 23RD AUGUST 2012

1 - 6

To confirm as a correct record, the minutes of the meeting held on 23rd August 2012.

7

SCRUTINY INQUIRY (SESSION 1) - FOUNDATION YEARS - PROVIDING THE BEST START IN LIFE FOR CHILDREN TO SUCCEED

7 - 22

To receive and consider a report from the Director of Children's Services providing an overview of the key issues relating to children and their families in the foundation years.

| | | | |
|----|--|--|----------|
| 8 | | <p>REQUEST FOR SCRUTINY BY EXECUTIVE BOARD (MARCH 2012) – BASIC NEED 2012: CARR MANOR AND ROUNDHAY: ALL THROUGH SCHOOLS REVISED COSTS</p> <p>To receive and consider the report from the Director of Children’s Services providing the reasons for the significant variance in capital requirements between the original DCR approvals in October 2011 and the current scheme costs, in respect of the All-Through School Developments at Carr Manor High School and Roundhay School Technology & Language College. Attached is the Executive Board report March 2012, and minute no. 224 of the meeting.</p> | 23 - 44 |
| 9 | | <p>2012/13 QUARTER 1 PERFORMANCE REPORT</p> <p>To receive and consider a report from the Assistant Chief Executive (Customer Access and Performance) and Director of Children’s Services summarising the quarter 1 performance data relevant to the Scrutiny Board.</p> | 45 - 62 |
| 10 | | <p>TERMS OF REFERENCE - SCRUTINY INQUIRY - SUPPORTING CHILDREN TO ACHIEVE IN MATHS AND ENGLISH</p> <p>To receive and consider a report form the Head of Scrutiny and Member Development defining the terms of reference for the Scrutiny Inquiry into Supporting Children to Achieve in Maths and English.</p> <p>(Report to follow)</p> | |
| 11 | | <p>WORK SCHEDULE</p> <p>To receive and consider a report form the Head of Scrutiny and Member Development outlining the Scrutiny Board’s work schedule for the remainder of the current municipal year and the meeting notes from the Young Carers Working Group meeting with recommendations on the 5th September 2012.</p> | 63 - 108 |

DATE AND TIME OF NEXT MEETING

Thursday, 11th October 2012 at 9.45am in the Civic Hall, Leeds.
(Pre meeting for Board Members at 9.15am)

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Agenda Item 6

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 23RD AUGUST, 2012

PRESENT: Councillor J Chapman in the Chair

Councillors C Gruen, A Hussain, A Khan,
A Lamb, P Latty, M Rafique, A Sobel, and
B Urry

CO-OPTED MEMBERS (VOTING):

Mr E A Britten – Church Representative (Catholic)

Ms J Ward – Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING):

Mrs S Hutchinson – Early Years Representative

39 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

40 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

41 Late Items

There was one late item admitted by the Chair which related to Agenda Item 9 'Draft Terms of Reference – Foundation Years – Providing the best start in life for children to succeed'.

42 Declaration of Disclosable Pecuniary and Other Interests

There were no disclosable pecuniary interests or other interests declared.

43 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillor Gettings and Co-opted Members, Ms A Craven, Ms N Cox, Ms C Foote and Ms J Morris-Boam.

44 Minutes - 26th July 2012

RESOLVED – That the minutes of the meeting held on 26th July 2012 be approved as a correct record.

45 Scrutiny Inquiry into Private Fostering

The Head of Scrutiny and Member Development submitted a report which asked the Board to consider the report of the Director of Children's Services

which provided the Board with information requested at its meeting held on 26th July 2012.

The following Executive Member and officers were in attendance to answer Member questions:

Councillor Blake, Executive Member (Children and Families);
Steve Walker, Deputy Director, Safeguarding, Specialist and Targeted Services; and
Val Hales, Fostering and Adoption.

The following external visitors were in attendance:

Savita de Souza – British Association for Adoption and Fostering
Judy Bedford – NSPCC.

The Chair thanked the external visitors for attending and subsequently requested that a video recording on private fostering be watched by the Board.

Steve Walker, Deputy Director, Safeguarding, Specialist and Targeted Services outlined the report of the Director of Children's Services which provided written evidence to the Scrutiny Board inquiry.

Members raised the following key points and discussed them with officers present and the external visitors:

- that it is unlikely many parents will realise they should notify the authority if they find themselves privately fostering someone else's child and also the difficulties this presents in close knit communities where children are often left with friends;
- the potential for difficulties where a child is moved to another authority area to be privately fostered due to the lack of control that Leeds City Council then has;
- the importance of monitoring private fostering to ensure that children's welfare is protected at all times; and
- where private fostering is legitimately taking place, the importance of ensuring the people doing this work receive adequate support and the correct child benefit and tax credit.

Members, officers present and the external visitors agreed the importance with working together with other partners such as doctors, the police, schools and social clubs to help identify where private fostering was taking place. Further, that if this relationship was to be successful continued efforts should be made to develop and train these professionals in the issues surrounding private fostering and ensure that awareness raising is consistently maintained.

RESOLVED –

- (a) that further information be provided to the Board on the number of children removed from private foster carers; and
- (b) that the Scrutiny Board (Children and Families) note the content of the report.

46 Scrutiny Inquiry into Private Care Homes (Children and Young People)

The Director of Children's Services submitted a report which asked the Board to consider written evidence in relation to this Inquiry into Private and Independent Care Homes for children.

The following Executive Member and officers were in attendance to answer Member questions:

Councillor Blake, Executive Member (Children and Families);
Steve Walker, Deputy Director, Safeguarding, Specialist and Targeted Services;
Nigel Richardson, Director of Children's Services; and
Martin Sellens, Head of Planning Services.

The following external visitors were in attendance:

Judy Bedford – NSPCC.

Officers present briefly outlined the legislation and current issues surrounding Private Care Homes the report of the Director of Children's Services which provided written evidence to the Scrutiny Board inquiry.

Judy Bedford from the NSPCC outlined the concerns her organisation have about small private care homes and expressed the willingness of the NSPCC to support local authorities in their work in this area.

Members raised the following key points and discussed them with officers present and the external visitors:

- clarification was sought on the planning laws surrounding the numbers of occupiers permitted in a Private Care Home which would not require planning permission. Members also sought confirmation that Planning Services and Children's Services worked together in terms of identifying private care homes;
- concerns were raised about the lack of knowledge on the different types of private care homes in Leeds;
- Members sought clarification on how far children could be placed away from their homes and expressed the view that children should be placed as close to their homes as possible to minimise disruption;
- the role of social workers was also discussed by Members and how they could help monitor children's progress where they have been

placed in private care homes and the duties placed on them to respond to any concerns they might have about the welfare of a child; and

- Members also questioned officers about the use of private care homes in Leeds by the Council.
- Members were extremely concerned that private care home operatives were under no legal obligation to notify the Local Authority Children's Services if they were intending to open a home in the area. It was felt that the regulating body Ofsted were too distant. Members concluded that a change in legislation was required to resolve this.

Members expressed a strong desire to ensure all children that live in Leeds should be safeguarded by the Council.

RESOLVED –

- a) that further details on the 10 Private Care homes in Leeds be circulated to Members;
- b) The Chair on behalf of the board writes to the Minister for Children and Families to express the concern of the Board; and
- c) that the Scrutiny Board (Children and Families) note the content of the report.

47 Terms of Reference - Scrutiny Inquiry into providing the best start in life for children to succeed

The Head of Scrutiny and Member Development submitted a report which invited Members to agree terms of reference for the Scrutiny Board's inquiry into providing the best start in life for children to succeed.

The Principal Scrutiny Advisor, Sandra Newbould, presented the report.

RESOLVED –

- (a) that the terms of reference for the Scrutiny Board's inquiry into providing the best start in life for children to succeed be approved; and
- (b) that the terms of reference be subject to amendment where necessary, including incorporation of additional information should the Scrutiny Board identify any further scope for inquiry or request further witnesses or evidence.

48 Work Schedule

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

RESOLVED – That the work schedule be approved.

49 Date and Time of Next Meeting

Thursday 27th September at 9.45am with a Pre-Meeting for Board Members at 9.15am.

(The meeting concluded at 12:40pm.)

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Report author: Andrea Richardson
Tel: 0113 2243092

Report of Director of Children’s Services

Report to Scrutiny Board (Children and Families)

Date: 27th September 2012

Subject: The Best Start: Providing Good Foundations in Early Life for Children to Succeed

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

1. Summary of main issues

At the June meeting, members of the Scrutiny Board agreed that there would be an inquiry into the foundation years (age 0- 5) and how services in Leeds are provided to promote the best start in life for children, to equip them with the skills to succeed and promote their social mobility. This report therefore provides an overview to Scrutiny Board (Children and Families) of the key issues relating to children and their families in the foundation years.

2. Recommendations

Scrutiny Board are asked to consider and note the contents of the report as part of their wider inquiry.

1. Purpose of this report

1.1 This report provides an overview to Scrutiny Board (Children and Families) of the key issues relating to the foundation years- providing the best start in life. This overview includes:

- Background and National Context
- Statistical information and analysis
- An overview of provision and partnerships
- Recent developments and analysis
- Challenges in delivering improvements

2. Background information

2.1 A wide range of partners across health, Leeds City Council, the maintained, voluntary and private sector deliver services to support children in the foundation years. This includes health, early learning, child-care, leisure and support services. The child-care market in Leeds is delivered through a mixed market economy with a maintained sector element delivered through schools and Children's Centres and a vibrant and strong private and voluntary sector, including over 900 childminders. Partnerships across the stakeholders have been developed over time and have been effective in improving services. Attainment of young children overall has improved, infant mortality rates have decreased and 95% of 3 and 4 year olds take up the offer of free early education, there are however still considerable issues for improvement:

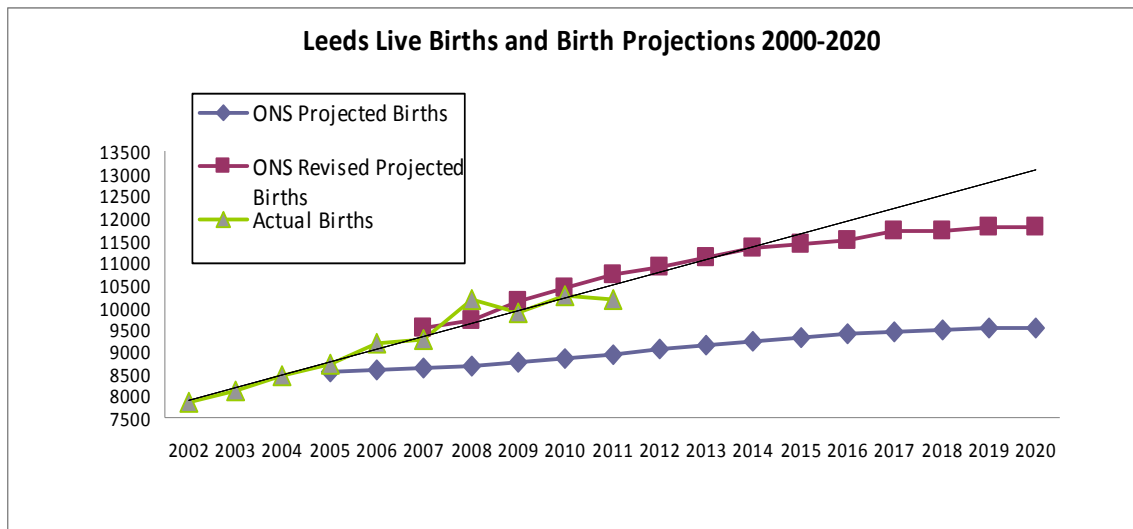
- The birth rate in Leeds is increasing significantly with 2,434 (32%) more babies born last year than ten years ago; and 821 (9%) more last year than five years ago (academic years);
- The detrimental effects of deprivation on health and wellbeing, both direct and indirect, continues to be a strong and consistent theme;
- The attainment gap at the end of the Early Years Foundation Stage (EYFS), between the lowest 20% of achievers and the median level remains significantly wider than the national figure;
- The level of take up a free early education is lower in areas of significant disadvantage;
- There has been a significant increase in the number of under 4's becoming looked after in the last 6 months.

2.2 In terms of the foundation years, reducing inequality is a matter of fairness and social justice. The Marmott Review (2010) recommends that the highest priority for investment should be "Giving every child the best start in life". It suggests this support should: begin before birth; be sustained over time; be based in interventions that have been proved to be effective; be proportionate; and that additional services are provided within a universal offer of support.

2.3 Marmott describes this as a 'second revolution in early years'. Recognising the fact that significant gains have already been made in terms of provision and practice future investment should be targeted in the following areas:

- Effective pre-and post natal support;
- Support for parents in ensuring sufficient and accessible early education and child care places;
- High quality early education and child care provision for all children but particularly vulnerable two year olds and all 3 and 4 year olds;
- Routine support for families in the community;
- Effective transition into school places.

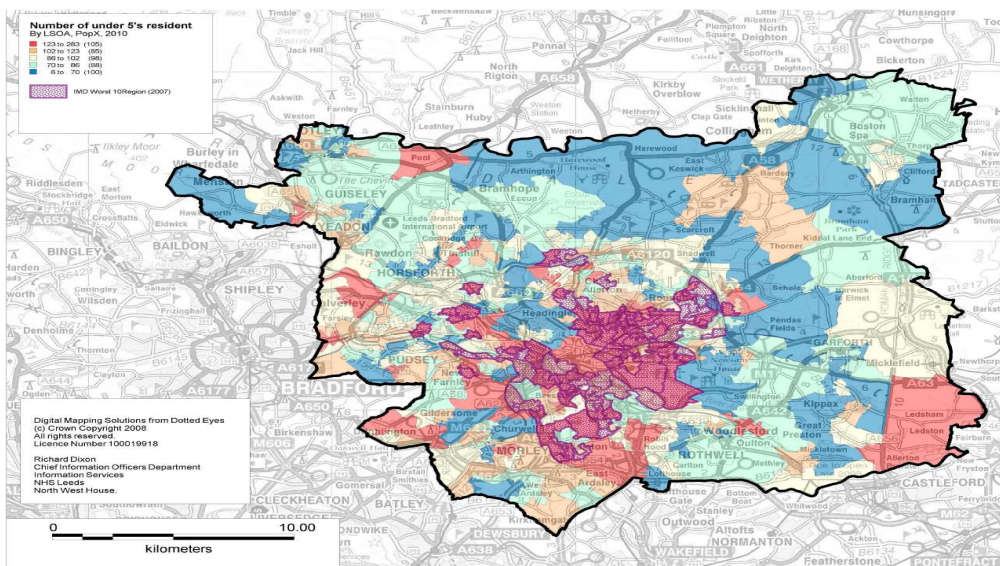
2.4 The rising birth rate



There has been a significant rise in the birth rate since 2000. This is a higher percentage rise than nationally, and significantly above the figures the ONS were projecting. In the ten years from 2000/01 (academic year) to 2010/11, the number of annual births has risen by 2,434 (32%). Indications are that the number of births in 2011/12 was even higher than 2010/11.

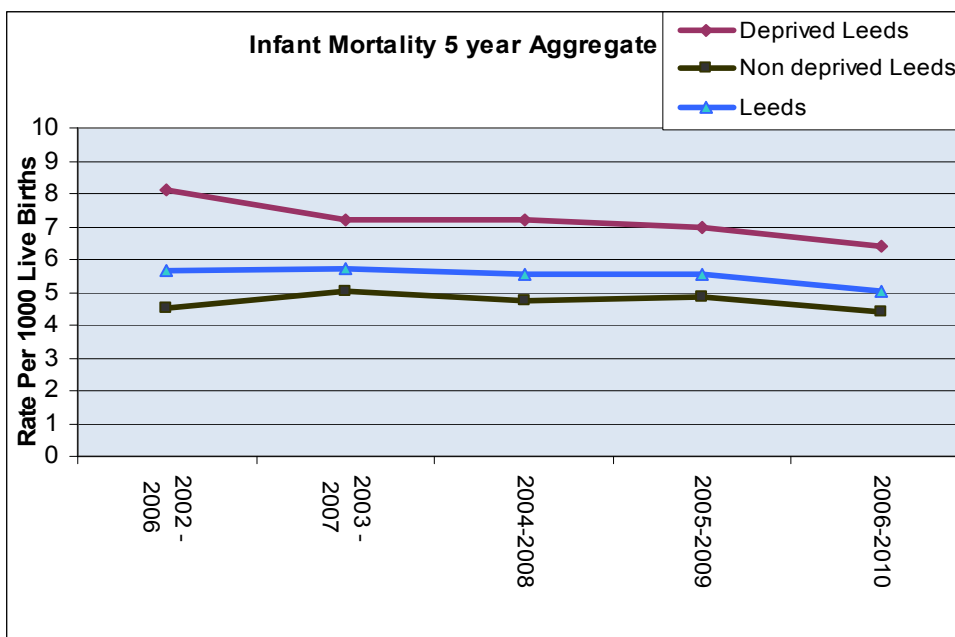
This obviously creates a pressure on services in terms of numbers and provision. In addition to the rise in numbers, the distribution of births is also significant as there are higher numbers of births in areas of significant disadvantage, this puts a greater pressure on services and provision.

The map of Leeds identifies the density of populations for children aged under 5. The darker/red areas shows the highest density of population. It will be important to continue to monitor the increase in the birth rate and plan services accordingly.



2.5 Infant mortality

Infant mortality is widely regarded as one of the best general indicators of child health. Infant mortality rates nationally and locally have been falling steadily over the last few years. Leeds developed a local target and multi-agency action plan that has reduced infant mortality rate in areas of disadvantage to a low level. The local Infant Mortality Action Plan has reduced the gap between the most deprived parts of the Leeds and the more affluent areas. However a gap still exists, and we must continue our efforts in the continuation of this programme with regard to successful, evidenced practice.



Examples of successful interventions in the target areas include:

- baby cafés to promote breastfeeding;
- breast feeding peer support training
- Smoke Free Homes to encourage adults to implement smoking restrictions in their homes;
- Fresh Air Babies – a service where trained smoking advisors help pregnant women to stop smoking;
- Making Every Penny Count – a programme to make local families aware of support available if they experience money difficulties;
- a Moses basket scheme for mothers who cannot afford a cot or Moses basket;
- caseload midwifery – a service model designed to enhance continuity of midwife care in areas of greatest need;
- preventative work in schools around domestic violence in the Chapeltown Infant Mortality demonstration site;
- the White Ribbon campaign in Chapeltown demonstration site to raise awareness about violence toward women.

Leeds has made significant gains in this area, and should learn from its success.

2.6 Attainment at the end of the Early years foundation stage (EYFS)

| | <i>Leeds</i> | <i>Nat</i> | <i>Stat Neigh*</i> | <i>Leeds</i> | <i>Nat</i> | <i>Stat Neigh*</i> | <i>Leeds</i> | <i>Nat</i> | <i>Stat Neigh</i> | <i>Leeds</i> |
|-----------------------------|--------------|------------|--------------------|--------------|------------|--------------------|--------------|------------|-------------------|--------------|
| | 2009 | | | 2010 | | | 2011 | | | 2012 |
| % Good level of development | 51 | 52 | 53 | 53 | 56 | 57 | 58 | 59 | 60 | 62.9 |
| Low achievers gap** | 36.5 | 33.9 | 34.4 | 35.7 | 32.7 | 33.2 | 35 | 31.4 | 32.7 | 33.6 |

The percentage of children reaching ‘a good level of development’ increased steadily between 2009 and 2012 overall by 10.9%. Over the last two years this improvement has accelerated. National and statistical neighbour progress in the ‘good level of development’ has also improved, but to a lesser extent than in Leeds. The percentage of children achieving a good level of development in Leeds is now just 1% lower than national and 2% below statistical neighbours.

The strong improvement in Leeds has been driven by consistently improving outcomes in personal, social and emotional development (PSED) and communication, language and literacy development (CLLD), which are key to this indicator. This has been through

- targeted support and challenge by the Local Authority improvement teams;

- a universal training programme focussed on teaching and learning in the early years;
- the employment and allocation of Early Years Consultants;
- improved links and partnerships between early years settings and schools;
- a more robust EYFS profile moderation model at reception year and
- the work of the maintained, voluntary and private sectors in improvement planning co-ordinated through the Early Years Outcomes Duty Board (now integrated into the 0-11 Partnership Board).

The 'gap' indicator is derived by calculating the difference between the median score of the full cohort and the mean score of the lowest achieving 20% percent of the cohort. The challenge to local authorities is to improve outcomes for the lowest achieving children at a faster rate than the average child in order to close the gap. The 2011 figure for Leeds had improved, showing the gap has reduced by 0.7% on the previous year, in 2012 the gap has reduced by more than previous years to 33.6% from 35.2%. Because of the year on year increase in the good level of achievement it is difficult to narrow the low achievers gap. Improvement in lower achievers is demonstrated by the average FSP score of the lowest 20% increasing by just under 3 points to an average of 59.1 scale points. Results for boys, children with identified special needs on School Action and School Action plus, and looked after children have all improved more than the overall figure since 2009.

In 2011 there were only 10 local authorities (LAs) with a larger gap indicator than Leeds. A keen focus around narrowing the attainment gap is required over the next few years. A further challenge will be the introduction of the revised EYFS framework from 1st September 2012 and a new EYFS Profile assessment for all children reaching five in their final term of the EYFS from this year.

2.7 Take up and sufficiency of free early education

The last few years demonstrates an increase in take up of the free 3 and 4 year early education offer.

| | Numbers eligible | Number taking up | % take-up |
|------|------------------|------------------|-----------|
| 2007 | 13,104 | 12,248 | 93.5% |
| 2008 | 13,478 | 12,661 | 93.9% |
| 2009 | 13,704 | 12,899 | 94.1% |
| 2010 | 14,170 | 13,460 | 95.0% |
| 2011 | 14,495 | 13,851 | 96.0% |
| 2012 | 15,103 | | |

The continued increase in the birth rate could see an increase of 6% in eligible children for childcare places between 2012 and 2014. However this increase is not as evenly spread in some areas, the demand for places will decrease, such as in Boston Spa and some of the North East villages in

relation to the population shift, economic and housing changes. Inner city areas such as Burmantofts and Woodhouse demand could rise by as much as 29%.

Within Leeds there are a number of vulnerable groups who do not take up their early education entitlement. These groups are mainly within the inner city areas of Leeds.

The following vulnerable groups are less likely to take up free nursery education entitlement:

- children from Bangladeshi, Somali, Roma, Gypsy, Polish families and children of refugees, travellers, and asylum seekers from all areas;
- poor white children from areas of persistent worklessness;
- children at risk from parents with drug or alcohol dependency;
- children of disabled parents;
- children where there is domestic violence and safeguarding issues before they become known to LCC;
- children with special educational needs.

The authority is tasked with creating up to 2,300 free places for vulnerable 2 year olds by 2014, this will be a significant challenge and require excellent local community partnerships and networking across early years providers and the local community. There are a number of areas in Leeds where it will be challenging to create additional provision, for example Bramley, Harehills, and Burmantofts. This presents an opportunity to generate co-productive working across local communities and groups developing opportunities for local development and ownership.

Lower attainment in the EYFS, notably in personal, social and emotional development (PSED) and in communication, language and literacy (CLL), has been linked to poor quality or low take-up of pre-school education nationally and, to some extent locally. Encouraging take-up of high quality nursery education is therefore essential to improve early years outcomes, particularly for vulnerable and underachieving groups.

The link between narrowing the attainment gap, children at risk of going into care and take up of the free early education entitlement should be explored and addressed.

2.8 Early Years setting Ofsted dashboard figures

According to the latest (June 2012) Ofsted dashboard, the percentage of early years settings graded as good or outstanding has increased significantly compared to the same period last year. There has been no increase in the number of inadequate settings. In terms of impact on outcomes for children, the quality of early years pre-school experience in good or outstanding settings enhances children's development (Sylva et al., 2003). Leeds has a significant number of early years providers, particularly childminders, unlike

some of its statistical neighbours.

Children’s Centre Ofsted outcomes are significantly higher than the national average with 11% more centres achieving good or outstanding Ofsted judgements. The number of good and outstanding childminders has increased by 4% overall, suggesting around 34 childminders have moved from satisfactory to good or outstanding. The percentage of good and better private and voluntary providers has increased by 7%, suggesting around 21 settings have improved from satisfactory to good or outstanding. A significant number of children are therefore experiencing an improved early education experience.

Percentage of providers judged good or outstanding

| Setting | National comparison | 2010/11 FY | 2011/12 FY | Jun-11 | Apr-12 | May-12 | Jun-12 | inadequate ³ | Number inspected |
|--------------------------|---------------------|------------|------------|--------|--------|--------|--------|-------------------------|------------------|
| Childminder | 71% | 61% | 65% | 64% | 65% | 64% | 64% | 1 | 851 |
| Childcare - domestic | 77% | 100% | 100% | 100% | 100% | 100% | 100% | 0 | 4 |
| Childcare - non-domestic | 78% | 63% | 69% | 67% | 69% | 70% | 70% | 1 | 305 |
| Children's centre | 70% | N/A | 80% | 73% | 81% | 81% | 81% | 0 | 26 |

Improvement in these figures is a result of

- § high quality local authority support and challenge to Children’s Centres
- § the introduction of an early years improvement programme undertaken by the local authority’s early years and childcare consultants offering support to all providers but challenge where it is needed most
- § the development of a high quality training and professional development offer to all early years providers, including a network for childminders.

However, with a revised EYFS framework and a new, challenging Ofsted inspection framework to be introduced from this September a continued and sustained focus will be maintained on improving all early years settings through the introduction of a revised early years improvement strategy.

2.9 Looked after children pre-birth to 5 years

There has been a significant increase in the number of under 4’s becoming looked after in the last 6 months. Initial research into this suggests that: drugs, alcohol and domestic violence are significant in 50% of cases; other factors include mental health issues and learning disabilities; 37% are first time mothers; 72% were referred to Children’s Social Work Service before birth. Further investigation around this increase is underway with changes to

referral pathways and provision pathways being implemented across midwifery, health visiting, social work, Children’s Centres and other teams involved with the families.

| Age on Entry (Years) | Jan-Mar | Apr-June | Total (whole period) |
|-------------------------|------------|-----------|----------------------|
| 0 | 49 | 32 | 81 |
| 1 | 10 | 7 | 17 |
| 2 | 5 | 6 | 11 |
| 3 | 2 | 1 | 3 |
| 4 | 5 | 2 | 7 |
| 5 | 6 | 1 | 7 |
| total | 77 | 49 | 126 |
| 6- 17 | 37 | 21 | 58 |
| Total for Period | 114 | 70 | 184 |

As a result of research into this area we have re-configured the delivery of some services. This includes: Children’s Centres working more closely with social workers to undertake assessments of vulnerable parents and support the development of parenting skills; referral and provision pathways are being re-drawn across midwifery, Early Start, and other services. The Looked After Children Task and Finish Group are exploring the findings further to inform the development of the Early Start teams and closer working with social care teams.

3. Main issues

3.1 The vision for Leeds is that by 2030 it is a Child Friendly City. The methodology for delivering this vision is defined in The Children and Young Peoples Plan which details five headline outcomes, one of which is that Children and Young People will do well at all levels of learning and have the skills for life and that services will be targeted to those in most need to reduce inequality. In terms of the foundation years significant investment has been made in Leeds over many years resulting in good quality services, and levels of provision. Over the last two years services have been developing and improving in response to the data in a number of ways.

3.2 Early Start Teams

Leeds committed, as a Health Visiting Early Implementer site and a newly structured Children’s Services Directorate, to review Children’s Centres and Health Visiting services. This Universal Review, conducted through broad consultation with staff, parents, strategic leaders and wider stakeholders concluded that 25 cluster based Early Start teams should be created. Early Start teams will be able to provide an integrated offer of service from pregnancy to 5 years to support children and their families to have the best possible start in life in order to achieve health, well being and be ready for school. This new way of working across Leeds Community Healthcare NHS, and Leeds City Council is intended to improve effectiveness of the two

services in meeting the needs of and improving outcomes for families.

The Early Start teams, which will have completed a first phase of integration by October 2012 integrates teams of Childrens centre and Health Visiting staff, but more importantly integrates the service pathways for families at a community, universal, universal + and targeted level from pre-birth to 5 years.

In terms of additional resources an additional 52 health visitors will be employed over the next three years, 50 additional child care staff have been appointed to increase the number of free two year old places to 680 by April 2013. Also staff resources have been deployed according to the number and needs of the population, with more staff working in areas of deprivation.

Innovative partnerships and approaches between health colleagues and Children's Centre staff are also in place with Leeds as one of five national 'testing' sites for a new national integrated 2 year progress check developed by the Department of Health and Department for Education.

3.3 The Family Nurse Partnership (FNP)

This is an intensive preventive programme through pregnancy until the child is aged 2 years and is offered specifically to vulnerable first time teenage mothers. Teenage mothers are a vulnerable group needing additional support to improve outcomes for both mother and child.

This programme is only one of two identified in a recent Lancet review as able to prevent child abuse and maltreatment.^[1]

The FNP is a licensed programme with quality and programme measures to ensure the fidelity of the model provided, which is built on 30 years of evidence gained in the United States. This US research evidences that FNP improves parenting and reduces child abuse, improves maternal health in pregnancy and birth outcomes, reduces attendance to A&E and hospitalisation for injuries and ingestions, improves the child's emotional and behavioural development, in addition to children's cognitive development and school readiness. In addition it improves mother's life course and economic self-sufficiency and reduces child's involvement in crime and anti-social behaviour, all of which result in significant cost savings.

The cost of delivering the programme to each individual mother/child is £3k per annum. Evidence from the United States indicates that this is recouped and makes significant long term savings; for every \$1 invested it is estimated from 30 years of research that between \$5.70 to \$2.88 is saved.

Leeds was successful in developing a FNP team as part of the national randomised control trial (RCT), which commenced in 2009. The Department of Health fully fund the team for the duration of the RCT; this completes in January 2013. The 2011-15 Comprehensive Spending Review and

subsequent Operating Framework (2011/12) committed to doubling the capacity of FNP in the UK by 2015; this included the securing of existing provision and the expansion of existing sites. In Leeds this has resulted in a trajectory of a further 4.5wte additional family nurses by 2015.

Leeds commissioners, in recognition of the robust evidence base of the model and level of need in the city, have committed to further expansion of the service by allocation of a small percentage of the health visiting growth. This will enable two FNP teams to be established by 2013/14. Following consultation with the FNP National Team, the Leeds FNP service and key strategic and operational stakeholders, developed revised criteria for the service as offering maximum benefit for vulnerable women in Leeds, in use of the available resource.

3.4 Early Years Settings Improvement

This strategy, delivered by a small team of childcare, early years consultants and four representatives from the private voluntary and childminder sectors, ensures support for up to 1,300 early years providers across the city. The impact of this work has been significant over the last 4 years. This provides:

- support to early years providers in implementing a revised, statutory Early Years Foundation Stage framework;
- support for Ofsted – Inspection, regulation and registration;
- developing a suitably skilled and qualified early years workforce (up to 6,000 staff) and
- ensuring children make good progress in their learning so they have a good start and strong beginning to their school experience.

The team have recently delivered over 50 universal revised EYFS briefings to 995 leaders and managers. A number of briefings to local early years networks and clusters of providers have also been delivered. Initial analysis of evaluations show that 60% (600) of those who attended completed evaluations. Of the returns 75% rated the session as 4/5 or 5/5 in terms of value and usefulness. Of the 600 evaluations returned 265 added comments which will be subject to further analysis and inform the team's forward work plan.

Positive feedback from the EYFS briefing sessions has indicated that further support for monitoring children's assessment and 2 year old assessment will be required as the revised framework is used. In response to this there are 20 sessions advertised for staff in competing the new, statutory EYFS progress check at age 2. The team have developed a Leeds assessment pro-forma which is available to accompany the training via www.thefamilyhubleeds.org in response to feedback from providers.

Level 1 safeguarding training is delivered to all potential childminders as part of their pre-registration training. The training is endorsed by LSCB but is tailored to include the specific requirements of childcare legislation. This level 1 training delivered by the childcare consultants is available to all potential

childminders, all owners, committee members, leaders, managers and practitioners with lead responsibility for safeguarding children. These key people then share and support the development of other staff in the setting (as required by the revised EYFS). Additionally any and all remaining staff in childcare settings can access L1 training through LSCB.

Other strategies that have supported early years improvement have been

- the development of local guidance influenced by outstanding practice by local providers e.g. *Planning – from principles to practice*, *The Language of Possibilities (Leeds Inspired)* and *A Journey from Within (Movement Play)*;
- targeted programmes with other partners such as the Speech and Language Therapy, West Yorkshire Playhouse and the city Art Gallery;
- the creation of an early years resource base; and
- improved communications from the local authority to providers through publications such as Horizons (Leeds children's services magazine for early years providers) and a new EYFS ebulletin focusing on teaching and learning.

Sufficiency and take up of 2, 3 and 4 year old places

3.5

The local authority has a duty to ensure sufficiency of early learning places for vulnerable 2, and all 3 and 4 year olds. The priorities in Leeds in this area are to:

- target areas where there is a correspondence between low take-up and lower attainment scores in the following learning areas in the EYFS: physical, social and emotional development, communication, language and literacy;
- use Family Outreach and similar services to raise awareness of and encourage participation in nursery education;
- review the areas where there are potentially too few places, particularly where they correspond with low levels of achievement and school attendance;
- continue to target vulnerable groups to improve take-up;
- involve 95% of pre-school children in some form of significant, quality learning opportunity before the age of 4 to support improved outcomes;
- carefully monitor the impact of increased take-up on PSED and CLL scores.

Whilst these aspects are a Sufficiency, Capacity and Planning issue all these aspects are closely associated with the work of the Early Start and Early years improvement team. This is further evident in the new Code of Practice for 2, 3 and 4 year olds.

3.6 Early education for disadvantaged two year olds

Leeds has piloted work since 2006 to provide personalised packages of support for disadvantaged two years old and their families. In November 2010 the government announced that the entitlement of 15 hours free nursery education would be gradually extended to all disadvantaged two year olds by 2014.

Funding is now available for the local authority to provide over 600 free early education places for disadvantaged 2 year olds across Leeds. Revised eligibility includes: LAC, Free School Meals and children subject to a care plan. The number of funded places is expected to grow to over 2000 by 2014.

The growth in number of disadvantaged two year olds accessing places requires consideration and planning. The local authority will therefore need to stimulate the overall provider market for 2 to 4 year olds in order to absorb this additional need for places.

Options include:

- building on the good practice in other areas of the city where community led childcare provision has been developed and serving the needs of families in those communities;
- increasing capacity with existing providers through structural alterations to buildings and premises to increase the number of childcare places where appropriate;
- increasing capacity for 3-4 year olds in the maintained sector to release places in the PVI for 2 year olds.

To deliver 2300 places by 2014 is likely to require significant development and further stimulation of the market. This will be a key focus of activity over the coming months.

3.8 Vulnerable under 2 year olds

Work with vulnerable under 2's is a priority over the next few months. The following is being put into place:

- A revised multi-agency pathway for pregnant women at risk of babies becoming looked after;
- Childrens Centres will contribute to pre-birth assessments by engaging with pregnant mothers and expectant fathers following referral from social care;

- Childrens Centres will be conducting Family Assessments at the request of social care.
- Revisiting the Think Family Protocols developed between LCC Children's and Adults Service and relevant health providers to ensure early identification of parents presenting with substance use issues are considered.

Infant Mental Health Team

A small team is to be jointly commissioned by LCC and health to promote awareness of infant mental health in Leeds, to advise and support with regard to the development of coherent strategies to meet the needs of infants and pre-school children and to directly support practitioners and parents to best meet the emotional needs of this population. As there is increasing evidence concerning the severe long-term effects of disturbed early relationships (Lyons-Ruth & Block, 1996 and Glaser 2000). However by the time children have accessed specialist services, they have often adapted to an emotionally inimical environment and problems may be severe, entrenched and less amenable to change.

The planned pathway for vulnerable pre-birth-2 year olds will lead to:

- § Increased numbers of parents who have been identified as vulnerable in the antenatal period feel that they are emotionally supported and are confident in their parenting abilities;
- § Increased numbers of parents/carers of pre-school children are capable of providing a secure, containing and reciprocal environment;
- § More infants and children are able to remain at home with their parents in safe and nurturing circumstances;
- § Increased numbers of children entering school with secure attachment, and relationships that support healthy development and readiness to learn.

3.9 The Leeds Education Challenge

The 0-11 Partnership Board, on behalf of the 'Leeds Education Challenge' has taken a lead on challenging progress in the foundation years. The Board took over the previous role of the Early Years Outcome Duty Board, taking on the statutory duty on behalf of the Local Authority. The 0-11 Board is chaired by Cllr Dowson and attended by Local Authority, health, schools, private and voluntary sector and higher education representatives. Since September 2011 the group has brought a cross sector focus to attendance in the foundation years, has considered implementation of the new Early Years Foundation Stage and aims to join up activities between partners to maximise outcomes, and to create a culture where partnership work in the interests of local people is built into the way all agencies, sectors and organisations act.

4. Corporate Considerations

4.1 Consultation and Engagement

There will be implications for consultation with providers and stakeholder dependent on the findings of the report.

4.2 Equality and Diversity / Cohesion and Integration

There are key areas of equality and diversity that will need full consideration in relation to issues raised.

4.3 Council policies and City Priorities

There are no immediate implication for council policy and governance

4.4 Resources and value for money

Dependant on the outcome of the inquiry.

4.5 Legal Implications, Access to Information and Call In

None

4.6 Risk Management

The issues outlined in this report highlight some of the potential risks in terms of wider city priorities

5. Conclusions

5.1 This Scrutiny Board (Children and Families) inquiry the foundation years will help to identify further investigation and next steps into narrowing the

achievement gap, supporting the most vulnerable families more appropriately and achieve the vision for Leeds to become a Child Friendly City for all of its children. There is good progress in many areas to be built on and learned from. By identifying the needs of children at the earliest stage, even before birth, then the right services can be provided at the right time to break the cycle of disadvantage experienced by some families.

The inquiry will help to identify where services are working well together and promote this, and also identify gaps or areas where services are not fully coordinated.

6. Recommendations

6.1 Scrutiny Board are asked to consider and note the contents of the report

7. Background documents¹

7.1 Marmot, M., 2010, Fair Society Healthy Lives, executive summary

Allen, G., 2011, Early Intervention The Next Steps, executive summary

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

Report of Director of Children Services

Report to Scrutiny Board (Children and Families)

Date: 27th September 2012

Subject: The Development of All-Through Schools at Carr Manor and Roundhay

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

Summary of main issues the reasons for the additional funding required in respect of both projects

1. The purpose of this report is to inform Scrutiny Board of the reasons for the significant variance in capital requirements between the original DCR approvals in October 2011 and the current scheme costs, in respect of the All-Through School Developments at Carr Manor High School and Roundhay School Technology & Language College. In addition, this report seeks to provide some clarity for Scrutiny Board as to the timing of the original DCR report, upon which the capital allocations were approved. This report will also detail a number of lessons learned from the Carr Manor and Roundhay Projects, and outline the Childrens Services proposed approach to the improved management of major capital projects

2. In October 2011, Design and Cost Reports (DCRs) for the Roundhay and Carr Manor Basic need Schemes were submitted to Executive Board for £4.43m and £2.57m respectively. Due to additional costs being subsequently identified in respect of both schemes, a further report was taken to the Executive Board on the 7th March 2012, seeking approval to an additional £655k, in respect of Carr Manor and £2.77m in respect of Roundhay All-Through School, a total of £3.43m extra spend.

3. The developments were to be designed and constructed using the Council's pre-procured modular framework contract. The modular framework contract was procured by Education Leeds in 2009, and been previously used successfully for the delivery of modular extensions at Leeds schools.

4. This report seeks to:

- (i) Explain how the scheme cost estimates were developed for the DCRs of October 2011
- (ii) Explain the reasons for the additional funding required in respect of both projects
- (iii) Detail lessons learned from the Carr Manor and Roundhay Projects in terms of cost estimation and cost management and detail the revised approach adopted by Childrens Services to the management of major capital projects

Recommendation

Scrutiny Board is requested to note:

- (i) The reasons for the two original DCRs being submitted to Executive Board in October 2011, which were found to have inaccurate cost estimation based on only limited site specific survey information.
- (ii) The reasons for the additional capital funding in respect of the All-Through School projects at Carr Manor and Roundhay, totalling £3.43m
- (iii) The lessons learned from the Carr Manor and Roundhay projects and a revised approach being adopted being by Childrens Services in the management of major capital projects.

1.0 Purpose of this report

- 1.1 The purpose of this report is to inform Scrutiny Board of the reasons for the significant variance in capital requirements between the original DCR approvals in October 2011 and the current scheme costs, in respect of the All-Through School Developments at Carr Manor High School and Roundhay School Technology & Language College. In addition, this report seeks to provide some clarity for Scrutiny Board as to the timing of the original DCR report, upon which the capital allocations were approved. This report will also detail a number of lessons learned from the Carr Manor and Roundhay Projects, and outline the Childrens Services proposed approach to the improved management of major capital projects.

2.0 Background information

- 2.1 In July 2011 the Council's Executive Board approved the proposals to change the age range of Carr Manor High School from 11-18 to 4-18, with a reception admission limit of 30 (1FE), on existing land adjacent to the High School. This was followed in September with an All-Through School being approved on the former Braim Wood Site, Elmete Lane, for Roundhay School. Roundhay School's age range was changed from 11-18 to 4-18, and a reception admission of 60 (2 FE) was approved on the Elmete Lane site.
- 2.2 Both schemes were in response to the need for additional pupil places which were identified in 2010. The rising birth rate in Leeds has led to acute pressure on the availability of school places and the duty of the local authority to ensure a sufficient supply. The additional demand for places equates to 10 forms of entry each year of which these schemes contributed 3 forms of entry. Education Leeds had delivered a number of major school extensions for the basic need programme using a pre-procured framework contract using an off site Design and Build approach. Previously the Framework had only been used for extensions and not whole school buildings. Although the Carr Manor and Roundhay projects were complete school builds, it was anticipated that the Modular Framework would be used to deliver both schools due to its successful use in the basic need Programme.

3.0 General Issues

3.1 Timeline

| | |
|------------|---|
| July 2011 | Executive Board approve the proposals to extend the age range of Carr Manor to 4 – 18 |
| Sept 2011 | Executive Board approve proposals to extend the age range of Roundhay to 4 – 18 |
| Oct 2011 | Executive Board approve the DCRs for both schemes |
| Dec 2011 | Planning permission is deferred for both schemes pending resolution of parking issues |
| Jan 2012 | Planning permission obtained including the additional requirements |
| March 2012 | Executive Board approve the revised DCR for both schemes to allow them to progress |

3.1.1 The submission of the DCRs in October.

- 3.1.2 The practice within Education Leeds for DCR's was that they were jointly produced by the Project Managers in Estate Management and the Finance officers that were

embedded within the team. The finance officers provided advice and guidance as to the timing and content of DCR's to the project managers. Frequently Education Leeds would submit DCR's for funding approval at an early stage in the development of a scheme. This means that reports were submitted on the basis of budget estimates, and prior to the completion of the full project design ("design freeze").

- 3.2.2** This practice has been previously effective in ensuring that schemes could be delivered quickly, and there was a good track record of accurate cost estimates. One example includes the Primary Capital Programme which is for the delivery of 6 new and refurbished primary schools by the Leeds LEP and their supply chain. These projects have been delivered on programme and on budget. A number of the other projects where early DCR submission has occurred are detailed in Appendix 1.
- 3.2.3** Many of the Basic Need schemes up to this point were delivered using modular accommodation for which a framework agreement was in place. This gave approximate costs for modular extensions and had proved reliable as a basis for estimating the overall costs.
- 3.3** The modular framework contract was designed for the delivery of modular extensions at schools across the city. In 2009 when the modular framework was procured it was not envisaged that 'whole school' solutions would be required. Consequently the use of this framework for the delivery of whole school solutions has led to a high level of additional costs ("extra over") from the contractor on both schemes.
- 3.3.1** "Extra over" items are valid contractor costs that are outside the scope of the contract. In respect of the modular framework, as these were 'whole school solutions', these included additional costs for increased site establishment and welfare as well as project management fees. These costs across both schemes totalled £1.9m.
- 3.4** The Carr Manor and Roundhay schemes were submitted to the Council's Executive Board on 12th October 2011 to seek authority to incur the necessary capital expenditure. The approval amounts contained in the reports were budget estimates calculated from an average of Education Leeds 2010 modular scheme final account costs, with a percentage allowance for contingency, external works, inflation, and fees. The Carr Manor DCR sought approval of £2,574,130 whilst the Roundhay DCR sought an approval of £4,430,200. Both alluded to site specific information for which no appropriate costs were known. Contractors estimates had not been obtained. Planning permission had not yet been granted so no detailed costs could be given. The DCRs had been submitted in line with project deadlines containing significantly under-developed costs.
- 3.5 Planning Considerations.** There had been early discussions about the schemes with Planning and Highway Officers, however these were not always specific enough to be able to inform the DCRs. The planning requirements added significantly to the costs and these discussions continued with both Planning and Highways even after the design freeze stage had been reached on both schemes. The information obtained from these discussions was not used to inform the initial DCR.

- 3.6 Ground Conditions.** Information from the site surveys and the associated costs were not known until after the submission of the DCR. Whilst some generalised estimate for meeting site conditions had been included these were wholly insufficient and were not site specific.
- 3.7** In addition there has been a range of both project and site specific considerations that have led to the requirement for additional capital resources. These are detailed as follows:
- 3.8 Roundhay**
- 3.8.1 Modular contractor going into Administration**
Britspace, the original contractor, was allocated the scheme for only 10 weeks before going into administration. This was a critical period for the scheme development, and at this stage Britspace had not submitted a planning application, or costs and the design was only between 50 and 60 % complete. Whilst a replacement contractor was appointed, Waco, there was a necessary lead in period for them to take over the existing design team specialists (architects, engineers and landscapers), and to ensure that their modular system could match the previous design. The consequence of the change in contractors led to a delay of between 6 and 8 weeks in progressing the design along with associated costs.
- 3.8.2 Ground Conditions**
The Braim Wood site had significant site challenges that have impacted upon the cost and programme of the scheme. In summary these are in four key areas: site level changes, ICT linkages, security and green belt treatment. The changes in level had a range of implications which necessitated significant engineering solutions including retaining walls and structures between the site plateaux, bridge links to upper levels to meet DDA access/egress, ramps throughout the site, pathways accommodating the level changes and increased hard surface requirements.
- 3.8.3** Whilst there were challenges on the ground conditions the majority of site surveys were not carried out until after the submission of the October 2011 DCR. Although the figure in the DCR did include an allowance for external works, this was insufficient for the Roundhay scheme. The costs in relation to groundworks are substantial and are in the sum of £1,495,856.12, which was not reflected in the DCR.
- 3.8.4 Planning Considerations**
The All - Through school at Roundhay was required to comply with the Planning requirements for building within both the green belt and a conservation area. The conservation area/green belt status of the site has presented planning conditions impacting on the specification of the building design and structure, expensive external building materials, boundary treatment, lighting, path surfacing treatment and design, tree protection measures and a significant landscaping scheme.
- 3.8.5** Although the site was identified as green belt at site selection stage, the extent of the consequent high level of cost was underestimated and not built into the DCR costings. The first modular contractor, Britspace, went into administration which delayed the progress of the scheme, however rather than delaying the DCR it was submitted in line with the project deadlines. This led to a lack of site survey information and costs being built into the DCR.

3.8.6 Although discussions had been held with Highways and Planning officers throughout the planning process, additional development requirements were included that had not been anticipated. Detailed discussions with the Planning Officer in June and July 2011 helped inform the design team for the requirement of “high quality materials in a conservation and green belt area”. The Planning Officer also stressed his concerns against use of a modular solution, and consequently emphasised the use of supporting mitigating measures such as robust landscaping.

The Planning Officer’s gave a clear direction as to what was an acceptable scheme, but this was not priced until the design developed further. Consequently the project manager did not include any appropriate cost implications in the October 2011 DCR. The discussion with the Planning Officer around appropriate construction materials and finishes continued after the "Design freeze" stage had been realised. These had also been the subject of discussion at Plans Panel, and the imposition of changing requirements in terms of finishes and materials had an additional impact upon the project costs after the October DCR. There was poor project control in this respect.

3.8.7 In relation to discussions with Highways Officers, early engagement in July 2011 identified the need for a change in speed limits along Wetherby Road, Traffic Regulation Orders, and the need to address driver visibility on the Elmete Lane/Wetherby Road junction. At this early stage, an allowance was made within the budget for Highways costs. Again these estimates were later found to be insufficient, and were not based on the outcome of the advice. In common with the Planning Officers comments, the depth of the discussions with Highways did not lead to the project officer including any additional costs into the October 2011 DCR.

3.8.8 The Planning application for the Roundhay scheme was deferred by Plans Panel East on 1 December 2011 until January 2012, requesting the inclusion of an on-site parental car park. Parental car parking provision was not promoted by the Highways Officers, and therefore this additional requirement could not have been anticipated and was not included in the original scheme. The additional costs in relation to the Planning requirements at Roundhay are in the sum of £634,462. These are detailed as follows:

- (i) Highways off-site works £330k
- (ii) Improved quality roofing tiles £40.25k
- (iii) Footpaths and paved material upgrades £23.92k
- (iv) Additional staff car parking £2.3k
- (v) Parental parking area £238.62k

3.8.9 In addition to these costs, there were additional costs in terms of time/programme slippage, redesign work, and additional surveys (bat roost; tree reports; another set of ground investigations) and delayed achieving design freeze and the issue of the Stage 2 contractor costs. These extra costs were much harder to quantify as they were spread over a number of costing areas.

3.9 Carr Manor

3.9.1 The original DCR report in respect of Carr Manor was submitted to Executive Board with a total cost of £2,574,130. As with Roundhay, the DCR approval figure was based upon an estimated cost base built on previous modular extensions, with an

allowance for external works, fees and a project contingency. The cost base was not site specific to the Carr Manor scheme. The Carr Manor scheme had a number of specific considerations that have led to the requirements for additional capital expenditure. These are detailed as follows:

3.9.2 Survey information and ground conditions

Unlike the Roundhay scheme, intrusive site surveys were completed prior to the submission of the October 2011 DCR. Once site clearance commenced a high level of construction contamination was found, although the selected location was a brownfield site of 'made' ground. This resulted in an additional cost to the original DCR approval in the sum of £75k which could not have been reasonably foreseen.

3.9.3 Highways and Planning considerations

Pre-application consultations identified the requirement for a series of extensive highway works, which included traffic regulation orders, barrier railing, crossing points and traffic calming measures. Despite discussions in July 2011 with Highways Officers, the early stage of the DCR did not incorporate any costings for the off-site highway works into the DCR, now known to be in the sum of £100K. As with the Roundhay application, the Planning application for the Carr Manor scheme was deferred on 1 December 2011 until January 2012, pending the inclusion of a parental car park. In common with Roundhay on-site parental car parking was not promoted by the Highway Authority and therefore the additional cost requirements could not have been anticipated and were not incorporated into the original DCR.

3.9.4 Another major factor that added to the additional cost requirement was the Planning Officer's requirement for the inclusion of a mono-pitch roof. This item added £230k to the scheme costs. In total the additional costs on the Carr Manor scheme are £655,033, making a total project cost of £3,229,163.65.

3.10 Lessons Learned

3.10.1 The DCR was submitted before the planning permission process, design freeze and without proper screening by a senior officer. This approach towards DCRs was not uncommon in Education Leeds.

- The restructure of the senior leadership posts in Childrens Services were not complete until January 2012. The culture and expectations now within Children's Services are clear. A robust screening process for the approval of all DCR's has already been introduced. This involves all DCR'S being cleared by a senior manager in the Built Environment team, and the senior finance officer, to ensure that reports are of a high quality and the content is accurate, before passing to the respective Chief Officer for final sign off.
- No reports are submitted for funding approval prior to "design freeze" at which time there is a degree of cost certainty. It should be noted that waiting for designs to be developed and cost certainty to be achieved, creates potential slippage in construction programmes. In the case of future Basic Need developments, in particular, this may lead to the need for temporary accommodation solutions, and the use of temporary modular buildings at school sites across the City.
- DCRs will be clear about the extent of site specific cost estimates and whether they relate to surveys that have been carried out. With all building

projects there remains the potential for additional works to be identified once work begins on site.

3.10.2 There had been a culture within Education Leeds of pressing to meet very ambitious project deadlines to deliver school places. Whilst this has resulted in a large number of expansion projects that have been successfully delivered within remarkably tight timeframes, it has also led, in this instance, to a very early submission of a DCR with significantly under-developed costs.

- Childrens Services are seeking to deliver successful projects. It recognises that this may include the need for some temporary solutions, rather than striving to meet an unrealistic deadline.

3.10.3 Due to the very large number of Basic Needs projects that are necessary to meet the demographic changes in the City, the capital funding provided by central government is likely to be insufficient. This had led the team to reduce the level of contingency included early in the scheme to too small a level to be practical. In the case of both the Roundhay and Carr Manor projects, a sum of only 1% of contract value was originally included as a contingency figure, where a figure in the region of 10% would be usual.

- Now all current and future DCR'S for capital projects and programmes include an appropriate contingency to cover unforeseen costs that may occur on major developments The inclusion of a contingency sum in a contract is good practice and provides for the numerous unforeseen issues that can arise with any building project.

3.10.4 Although advice was sought from colleagues in both Planning and Highways these discussions did not go on to inform the costs in the DCR.

- Since the experience of the Carr Manor and Roundhay Projects, Children's Services have developed more robust and closer working relationships with colleagues across the Council, in Planning Services Highways and Corporate Asset Management. This process of improved relations, involves more coordinated early stage discussions with Council colleagues in identifying potential sites for future educational developments, and their suitability. This is an attempt to identify any potential site and planning risks relating to preferred sites, in particular any planning and Highway considerations and associated early stage costs. Where such advice is obtained DCRs will only be accepted where cost estimates relating to that advice have been obtained.

3.10.5 In addition Children's Services has established a regular liaison meeting with Highways to review proposed highway works on education schemes and to challenge design costs.

3.10.6 Project Managers produced DCRs without incorporating costs estimates based on advice provided, and submitted the reports without an appropriate clearance through senior officers.

- Children's Services has identified a training need for project managers, who were part of the former Education Leeds, to ensure they are fully conversant with the Council's financial and governance processes. A suitable training

session is currently in development with individual performance of officers monitored through the appraisal process.

3.10.7 The Council has recently established a Joint Venture Company (JVC) with Norfolk Property Services, NPS (Leeds), for the provision of a multi-disciplinary Architectural and Property Service across the Council's estate. Childrens Services has consequently commissioned NPS to develop appropriate design solutions on the next phase of "whole school" building solutions including major basic need expansion schemes at Morley Newlands, Florence Street, Little London, and South Leeds.

- The modular framework is not being used for any further whole school projects.

3.10.8 In tandem with the involvement of NPS, Childrens Services has also commissioned the Council's Public Private Partnership Unit (PPPU) to support with project management and governance on the next phase of major basic need projects. PPPU have considerable experience in the project delivery and governance field, having worked closely with both Education Leeds and Children's Services on the delivery of education PFI, BSF and Academy projects. The internal costs associated with this, however, are considerable.

- Childrens Services is working across the council to strengthen its capacity to deliver successful projects whilst addressing training and development needs.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The proposals in respect of changing the age range of both secondary schools and the provision of 90 additional pupil places for 2012, have been subject to extensive consultation including public consultation, and legal requirements in accordance with statutory process, since December 2010. The Executive Board reports are listed in section 7.

4.1.2 All ongoing works have been the subject of consultation between Children's Services Officers, the schools and governing body, and the public via the statutory planning process. In addition, throughout the project development there is a constant process of liaison between both schools and Children's Services officers.

4.2 Equality and Diversity / Cohesion and Integration.

4.2.1 The EDCI assessment was completed at the outset for the new schools and is available from the Children's Services Capacity Planning and Sufficiency team.

4.3 Council Policies and City Priorities

4.3.1 The proposed scheme will meet the Local Authority's statutory duty to provide sufficient school places. These schemes also make a positive contribution towards the modernisation of the school estate across the city, and should help raise standards and educational attainment amongst school pupils.

4.4 Resources and Value for Money

- 4.4.1** Since submission of the original DCRs in October 2011, the costs on both basic need schemes have reported significant increases of £655k in respect of Carr Manor All-Through School and £2.77m in respect of Roundhay All-Through School, a total of £3.43m.
- 4.4.2** The need for this additional funding was reported to Executive Board on 7th March 2012. The additional funding has been allocated from two secured grant funded schemes, £3.177m from Scheme 14185/000/000 Devolved Schools Capital Grant and £0.253 from Scheme 16404/000/000 (2011/2012) basic need Grant.
- 4.4.3** It is the opinion of our consultants, Jacobs, that both the Carr Manor and Roundhay schemes represent value for money, given the range of challenges that we have faced in respect of both sites. The schemes at Roundhay and Carr Manor fairly represent what it costs to build on two complex and challenging sites, in particular given the challenges of planning delays and contractor Administration.
- 4.4.4** The key areas and reasons for the variance and the need for additional capital funding are as follows:
- (i) The production and timing of the DCR submission: The DCR'S were produced collaboratively by the client project managers and the embedded financial team within Education Leeds Estate Management. They were written without developing cost estimates based on the actual sites, advice received from Planning and Highways officers, and prior to design freeze. As a consequence the estimates were without any secure foundation.
 - (ii) The nature of the modular framework was such that it was primarily designed to deliver modular extensions. The use of this modular framework for the delivery for the first time of 'whole school' solutions has led to a high level of "extra over" costs from the contractor across both schemes. This was not anticipated and appropriate advice from the consultants was not sought.
 - (iii) Planning Considerations. Whilst there was early engagement with Planning and Highway Officers, the effect of these discussions were not sufficiently developed to be priced, and consequently were not incorporated in the early DCRs. The impact of the Roundhay scheme being in a conservation/green belt area, had a significant impact in terms of enhanced finishes, treatments and construction implications. In addition the need to incorporate a parental car park, which could not have been anticipated, and a scheme of off-site highway works added significantly to the additional capital requirements.
 - (iv) Ground Conditions. Information and costs from the Carr Manor and Roundhay site surveys were not incorporated in the DCR reports.

4.5 Legal Implications, access to Information and call In

- 4.5.1** This report will not be subject to call in.

4.6 Risk Management

- 4.6.1** The Project management of these two schemes was undertaken under the model formally used within Education Leeds. This is based on Prince 2 methodology. All

project managers are now using the Council's Delivering Successful Change methodology.

5 Recommendations

5.1 Scrutiny Board is requested to note:

- (iv) The rationale behind the timing of the two original DCRs to Executive Board in October 2011, which had inaccurate cost estimation relating to limited site specific survey information available at that time.
- (v) The reasons for the additional capital funding in respect of the All-Through School projects at Carr Manor and Roundhay, totalling £3.43m
- (vi) The lessons learned from the Carr Manor and Roundhay projects and a revised approach being adopted being by Childrens Services in the management of major capital projects.

6 Background documents¹

Executive Board reports:

15 December 2010 : Primary Place Planning for 2012

30 March 2011: Basic need programme 2012, outcome of consultations on proposals for primary provision for 2012 and request for authority to spend (ATS).

18 May 2011: Basic need 2012, outcome of consultations on proposals for primary provision for 2012.

27 July 2011: primary Basic need 2012, outcome of statutory notices for the expansion of primary provision in 2012.

7 September 2011: primary basic need programme, outcome of statutory notices for the expansion of primary provision in 2012

7 September 2011: Response to Carr Manor road safety group, deputation to full council on 13/07/2011

12 October 2011: Design and Cost Reports for Roundhay High school Technology college, and Carr Manor High School

7 March 2012: Design and Cost Report to Executive Board for additional funding in respect of Roundhay and Carr Manor all through schools

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

Appendix 1

| Scheme Title | Executive Board Approval | Amount Approved by Executive Board | Contract Award (COA) |
|---------------------------------------|---------------------------------|---|--------------------------------------|
| 2010 Basic need Programme | April 2010 | £8,329,800 | Summer 2010 (Various) |
| Clapgate Primary School Extension | January 2009 | £850,000 | June 2010 |
| Windmill Primary School Extension | January 2009 | £850,000 | July 2010 |
| Morley High School Music Block | April 2009 | £1,000,000 | May 2010 |
| Bruntcliffe High School Science Block | April 2009 | £1,600,000 | April 2010 |
| Primary Capital Programme | August 2010 | £33,125,500 | February 2011 to June 2011 (Various) |

Report of The Director of Children’s Services

Report to The Executive Board

Date: March 7th 2012

Subject: Basic need 2012: Carr Manor & Roundhay all through schools revised costs

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

Summary of main issues

- 1 Since submission of the two Design and Cost Reports (DCRs) in October 2011, the costs on both basic need schemes have risen and are projecting increases of £655K in respect of Carr Manor all through school, and £2.77M in respect of Roundhay all through school, a total of £3.43M.
- 2 The purpose of the report is to explain:
 - The reasons behind the increases in costs in relation to both projects;
 - The recommended resolution in respect of alignment of additional funding to these two schemes.
 - The implications for project programmes and impact on the duty to deliver pupil places for September 2012; and

Recommendations

- 3.1 Executive Board is requested to transfer £0.655m of secured grant funding from scheme 14185/000/000 and authorise additional expenditure of £0.655m in respect of the Carr Manor project, to allow the scheme to progress to a formal order to the supplier and to allow 30 places to be delivered for 2012.

- 3.2 Executive Board is requested to transfer £2.775m of secured grant funding from scheme's 14185/000/000 and 16404/000/000 and authorise additional expenditure of £2.775m in respect of the Roundhay project, to allow the scheme to progress to a formal order to the supplier and to allow 60 places to be delivered for 2012.

1 Purpose of this report

- 1.1 The purpose of the report is to explain the reasons behind the increases in costs in relation to both projects, to identify additional funding, and ask for the approval of members of the Executive Board to increased expenditure on both projects in order to deliver 90 pupil places in 2012.
- 1.2 The priority is that the council is able to fulfil its statutory duty to ensure there are sufficient school places. This report identifies implications for both project programmes and impact on the delivery of pupil places for September 2012. We will work closely with the two schools to manage the delivery of the permanent accommodation whilst providing sufficient places from the start of term.
- 1.3 Finally the report outlines the current position in relation to the schemes.

2 Background information

- 2.1 In December 2010 Executive Board were asked for permission to consult on six proposals to meet the statutory duty to provide sufficient school places. An outline budget estimate was provided, based on modular framework costs, and heavily qualified as being 'subject to significant development costs; and not inclusive of fees, inflation, site acquisition costs, or provision for any site specific conditions or risk.' Subsequently one proposal has not proceeded and one remains subject to further work.
- 2.2 The outcome of the statutory notices for Carr Manor and Roundhay was reported in September 2011, and the outline cost of the schemes reported at £2.57M and £4.43M respectively. The delivery of two whole new schools within the statutory and approvals processes required a significantly accelerated programme and it was considered necessary to submit Design and Cost Reports in October 2011 to meet with the September 2012 deadline.
- 2.3 The original budget allocations were based on a cost per square metre, supplied by the Consultant partner, Jacobs, with a small allowance for risk, as this would be the first design and delivery of whole new modular schools through the framework.
- 2.4 The initial contractor, in relation to the Roundhay scheme (Britspace), went into administration in August, effectively losing 2 months of programme in relation to reviewing the existing part-complete design, developing and costing it. Following mini-competition, the allocation of a new supplier at a stage where the design was at most 75% complete meant the design has had to be reviewed to ensure that it can still be delivered through a different product. In addition to the duplication of fees required, the time lost in the development stages has had a detrimental impact.
- 2.5 As soon as the first cost plan from the suppliers was submitted through Jacobs, it became apparent that the costs were over those projected in the Design and Cost Report. In response to this activity has taken place with the school to reduce

costs, where possible, and has continued. Subsequent additional costs also became apparent following requirements of Plans panel in January 2012.

3 Main issues

Cost variances

- 3.1 A breakdown of key variances between the tender figures and the DCR breakdown of initial costs for both projects are as follows:

Summary of key issues impacting cost:

- 3.2 The site identified for the Roundhay scheme, has significant challenges in four key areas: level changes; security, services, ICT linkage and green belt treatment. The changes in level have a range of implications necessitating engineering solutions: retaining walls/structures between the plateaus, bridge links to upper building levels to meet DDA access/egress, ramps throughout the site, pathways accommodating the level changes, increased hard surface requirement.
- 3.3 The open and relatively isolated location presents an increased security and insurance implication for fencing, gates, CCTV, access control systems, and additional lighting. Existing services to site are either insufficient or in such a condition that they are not usable or do not meet current regulations. The projected costs of linkage of the two sites of the through school for ICT has far exceeded the original estimate.
- 3.4 The conservation area/green belt status of the site has presented Planning conditions impacting on the specification of the building design and structure, expensive external building materials, boundary treatment, lighting, path surfacing treatment and design, tree protection measures, and a significant landscaping scheme.
- 3.5 These challenges had not been sufficiently factored into the cost assumptions provided by Jacobs. There is no other alternative site in Council ownership in the correct location to provide the places required for 2012.

Programme implications

- 3.6 The priority is to ensure that sufficient school places are made available in a timely manner for local children. The proposed delivery of the modular accommodation for Carr Manor is likely to experience some slippage in returning to Executive Board for consideration on 7 March. We will work with the school to deliver the 30 places required if this occurs.
- 3.7 The programme in respect of Roundhay is more complex and consideration by the Executive Board on 7 March is likely to mean some slippage and we will work with Roundhay school to deliver the 60 places required. The slippage means that the supplier may require a continued presence on site until completion, and an increased cost implication.

Current Position

- 3.8 The modular framework has previously delivered timely and cost effective expansions of existing schools. However, these first examples of whole new schools have not delivered to the same benchmarks because their scope has placed them outside the notional schemes the framework was designed to deliver.
- 3.9 The risk log has been updated for planned future schemes and the requirement where there are as yet no identified schemes to make forward financial planning more realistic.
- 3.10 Children's Services are reviewing their construction approach and delivery programmes for all proposals which have not yet reached DCR stage. Where appropriate proposals may seek to include temporary accommodation to allow sufficient time for other procurement and construction approaches to be more securely costed.
- 3.11 Discussions have commenced between Children's Services and Planning and Highways officers in order to improve cross directorate working This includes improving and maximising early consultation and the provision of advice and guidance on proposed sites and developments to ensure that requirements at a later design stage, or at Planning application stage, do not present unanticipated cost and delay.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The proposals in respect of changing the age range of both secondary schools and the provision of 90 pupil places for 2012 have been subject to extensive consultation including public consultation, and legal requirements in accordance with statutory process, since December 2010. The Executive Board reports are listed in section 7.
- 4.1.2 All proposed works have been the subject of consultation between Children's Services Officers, the school and the governing body, and the public via the statutory Planning process.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The EDCI assessment was completed at the outset of the proposal for the new schools and is available from the School Organisation Team.

4.3 Council policies and City Priorities

- 4.3.1 The proposed scheme will meet the local authority's statutory duty to provide sufficient school places. These schemes will also contribute towards the modernisation of school buildings within the city thereby helping to raise standards and increase the level of educational attainment amongst school pupils

4.4 Resources and value for money

- 4.4.1 Since submission of the two DCRs in October 2011, the costs on both basic need schemes are projecting respective increases of £0.655m in respect of Carr Manor all through school, and £2.775m in respect of Roundhay all through school, a total of £3.43m. The consultant SDA partner recommends both the Carr Manor and Roundhay schemes as value for money.
- 4.4.2 It is proposed that the additional funding be allocated from two secured grant funded schemes, £3.177m from scheme 14185/000/000 (Devolved schools capital grant) and £0.253m from scheme 16404/000/000 (2011/12 Basic needs grant).
- 4.4.3 The key areas and reasons for the variances are as follows:
- 4.4.4 Both sites have experienced challenges and difficulties which have constituted 'abnormals' and attracted increased, site specific costs: £0.6m in respect of Carr Manor and £1.4m in respect of Roundhay. The detailed designs addressing the abnormal issues were completed after the costs submitted in the DCRs.
- 4.4.5 The Planning Authority's requirements in response to Roundhay scheme being within the Green Belt and conservation area required certain finishes, treatments and construction implications. This amounted to £440k.
- 4.4.6 The enhanced requirements of Plans panel to resolve traffic and road safety concerns resulted in a deferment of the Planning application and a re-design, requiring parental parking/drop off on site. This attracted additional costs in respect of construction, access and externals of £55k in respect of Carr Manor and £380k in respect of Roundhay.
- 4.4.7 The remaining cost variances of £555k for Roundhay, with regard to the construction overall, are a result of the detailed design and cost plans being submitted some 1-2 months after the DCR submission.
- 4.4.8 In addition, the scope of these first two whole school schemes, has placed them outside the notional schemes the framework was designed to deliver. As a consequence the additional scope has been treated by the suppliers as an 'abnormal' and attracted a different and enhanced cost.
- 4.4.9 Both the above issues relate to the accelerated programme in that the framework was the only vehicle which could deliver the whole new schools for September 2012.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The consultation and statutory processes are in line with all legal requirements.
- 4.5.2 This decision is exempt from call-in due to the urgency with which the formal order must be placed if the accommodation is to be delivered for 2012. The Plans Panel decision taken in January was deferred from December which resulted in final estimated costs being too late for a February paper.

4.6 Risk Management

- 4.6.1 Operational risks are addressed through existing project management procedures via risk registers at project and programme level, highlight reports, board and other project team meetings, and in liaison with the schools.

5 Conclusions

- 5.1 There are a complex range of contributory factors resulting in the late identification of additional scheme costs on these first two whole new schools delivered via the modular approach/modular framework. A significant factor has been the scope of the requirement, which has significantly exceeded the scope of expansions of existing schools that the framework was designed to deliver and procured for in 2009.
- 5.2 This has meant a learning experience for all parties including the consultant and supplier, and consequently some of the initial assumptions on cost and risk were understated until much later in the process when detailed design work began to identify the supplier's approach to cost and risk.
- 5.3 Lessons learned are already being incorporated into future project planning including a review of the construction approach and delivery programmes.

6 Recommendations

- 6.1 Executive board is requested to transfer £0.655m of secured grant funding from scheme 14185/000/000 and authorise additional expenditure of £0.655m in respect of the Carr Manor project, to allow the scheme to progress to a formal order to the supplier and to allow 30 places to be delivered for 2012.
- 6.2 Executive Board is requested to transfer £2.775m of secured grant funding from schemes 14185/000/000 and 16404/000/000 and authorise additional expenditure of £2.775m in respect of the Roundhay project, to allow the scheme to progress to a formal order to the supplier and to allow 60 places to be delivered for 2012.

7 Background documents

Executive Board reports¹

- 7.1 15 December 2010: Primary place planning for 2012

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

- 7.2 30 March 2011: Basic need programme 2012, outcome of consultations on proposals for primary provision for 2012 and request for authority to spend (ATS)
- 7.3 18 May 2011: Basic need programme 2012, outcome of consultations on proposals for primary provision for 2012
- 7.4 27 July 2011: Primary basic need 2012, outcome of statutory notices for the expansion of primary provision in 2012
- 7.5 7 September 2011: Primary basic need programme, outcome of statutory notices for the expansion of primary provision in 2012
- 7.6 7 September 2011: Response to Carr Manor Road Safety Group, deputation to full Council on 13 July 2011
- 7.7 12 October 2011: Design Cost Report for Carr Manor High School Primary Accommodation
- 7.8 12 October 2011: Design Cost Report for Roundhay High School Technology and Language College Primary Accommodation

EXECUTIVE BOARD - WEDNESDAY, 7TH MARCH, 2012

PRESENT:

Councillor K Wakefield in the Chair
Councillors J Blake, A Carter, M Dobson,
R Finnigan, S Golton, P Gruen, R Lewis,
A Ogilvie and L Yeadon

Minute 224

Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs

Further to Minute No 107, 12th October 2011, the Director of Children's Services submitted a report outlining the reasons behind the increase in costs in relation to both the Carr Manor and Roundhay projects, identifying the additional funding, and seeking approval to the increased expenditure on both projects in order to deliver 90 pupil places in 2012.

Responding to Members' comments and concerns, assurances were received that a more co-ordinated approach would be taken between directorates when delivering such developments in the future. **It was acknowledged that this matter was not subject to Call In, due to the need to ensure that the accommodation was in place for September 2012, however, it was requested that this matter was referred to the relevant Scrutiny Board, so that the related processes could be reviewed.**

In conclusion, the Chair acknowledged the request for the matter to be referred to Scrutiny and in addition, also requested that a report was submitted to a future meeting of Executive Board in order to provide details of the lessons which had been learned as a result of this issue and any changes to procedure which had been implemented.

RESOLVED -

(a) That £655,000 of secured grant funding be transferred from scheme 14185/000/000 and that additional expenditure of £655,000 in respect of the Carr Manor project be authorised in order to allow the scheme to progress to a formal order to the supplier and to allow 30 places to be delivered for 2012.

(b) That £2,775,000 of secured grant funding be transferred from schemes 14185/000/000 and 16404/000/000 and that additional expenditure of £2,775,000 in respect of the Roundhay project be authorised, in order to allow the scheme to progress to a formal order to the supplier and to allow 60 places to be delivered for 2012.

(c) That the processes relating to this specific case be referred to the relevant Scrutiny Board for review.

(d) That a further report be submitted to a future meeting of Executive Board in order to provide details of the lessons which have been learned as a result of this issue and any changes to procedure which have been implemented.

(The matters referred to within this minute were not eligible for Call In, due to the urgency with which the formal order must be placed if the accommodation is to be delivered for 2012)

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Report author: Heather Pinches /
Peter Storrie
Tel: 274638 / 43956

Report of Assistant Chief Executive (Customer Access and Performance) / Director of Children's Services

Report to Children and Families Scrutiny Board

Date: 27th Sept 2012

Subject: 2012/13 Q1 Performance Report

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

Summary of main issues

1. This report provides a summary of performance against the strategic priorities for the council relevant to the Children and Families Scrutiny Board.

Recommendations

2. Members are recommended to:
 - Note the Q1 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

1 Purpose of this report

- 1.1 This report presents to scrutiny a summary of the quarter one performance data for 2012-13 which provides an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15, Children and Young People's Plan 2011-15 and City Priority Plan 2011-15.

2 Background information

- 2.1 The City Priority Plan 2011 to 2015 is the city-wide partnership plan which sets out the key outcomes and priorities to be delivered by the council and its partners. There are 21 priorities which are split across the 5 strategic partnerships who are responsible for ensuring the delivery of these agreed priorities. The Council Business Plan 2011 to 2015 sets out the priorities for the council - it has two elements - five cross council priorities aligned to the council's values and a set of directorate priorities and targets.

- 2.2 Members will note that the delivery of City Priority Plan priorities are shared with partners across the city while the Council Business Plan sets out the Council's contribution to these shared priorities. The partnership contribution to children's elements of the City Priority Plan priorities is led by the Children's Trust Board and through delivery of the Leeds Children and Young People's Plan (CYPP). The City priorities, framed as obsessions, form part of the 11 children's priorities. This report includes a quarter 1 assessment of progress against the Children and Young People's Plan obsessions. Full performance reports, with context and narrative are only completed for all CYPP priorities at quarters 2 and 4. Therefore, for quarter 1 and 3 it is proposed to provide the Board with the monthly CYPP performance dashboard which gives the latest position for each of the CYPP indicators. Any key issues from the dashboard will also be highlighted in the cover report as required.

- 2.3 This report includes 3 appendices:

- Appendix 1 – Performance Reports for the 3 City Priority Plan Priorities (these are the same as the “obsessions” from the CYPP)
- Appendix 2 – Children's Services Directorate Priorities and Indicators
- Appendix 3 – CYPP dashboard for July

3 Main issues - Quarter 1 Performance Summary

City Priority Plan

- 3.1 The three **Children's Trust Board obsessions** have all shown improvement in Q1. The number of looked after children has reduced in the last 3 months. Fewer children are being placed in the external residential placements and with independent fostering agencies which will have a positive impact on budget pressures and, though it is still early days, the significance of starting to turn this curve should be emphasised. Primary school attendance is in line with national performance with Leeds now ranked in the top half of authorities nationally (61 out of 150) and secondary attendance is at the highest ever recorded. NEET is falling faster in Leeds than elsewhere (both nationally and compared to our statistical

neighbours) resulting in improved performance relative to others. The outcomes-focused approach is making an impact however these remain obsessions. With the exception of primary attendance gaps to national performance, while closing, remain.

Council Business Plan

3.2 **Directorate Priorities and Indicators** – there are 5 directorate priorities and 3 are assessed as green and 2 amber. The amber priorities are:

- Build a strong relationship with schools which delivers improved outcomes and develops their role in their local area.
- Develop a high performing and skilled workforce.

3.3 In terms of performance indicators 4 green, 1 amber and 4 red. Red indicators are:

- percentage of children's homes that are rated good or better by Ofsted
- percentage of initial assessments carried out by social care within timescale
- percentage of in-depth (or core) assessments carried out by social care within timescale
- percentage of complaints resolved within 20 days

3.4 **Initial and core assessments:** the Q1 performance on the timeliness of both these indicators is below target due to the transfer of cases required as part of the restructure of children's social care. New teams have been created across the city that are locality-based and offer children and families greater consistency and continuity. Backlogs created during the transition period have been cleared, performance has improved back up to previous levels for initial assessments and was 81% in June. Performance against core assessments will take slightly longer to come back up to previous levels, due to the additional complexity of the nature of these assessments. Improvements are expected to be seen in Quarter 2.

3.5 **Council Children's Homes:** The percentage of children's homes rated as good or better by Ofsted is currently 36% (4 rated as good and 7 as adequate). While down from 55% at Q4 there are now no homes rated as inadequate. Since Q4 two homes have dropped from good to adequate and the home previously judged as inadequate is now adequate. Provisionally one of the Q1 good homes is now rated as outstanding and another recent inspection was good. For the two former good homes within their overall adequate judgement the quality of care judgement remains good. The framework for Ofsted inspection changed in April 2012 and is more prescriptive with homes being judged more stringently. Lessons have been learned from early inspections and all recommendations from inspections are disseminated to all homes to ensure learning across the board. Additionally residential homes are regularly assessed through our internal processes and all Ofsted recommendations are followed up. Reassurance is offered that while improvements are needed around evidencing good outcomes and consistent administrative processes no serious safeguarding risks have been highlighted.

- 3.6 **Complaints:** Performance on the indicator for complaints responded to within 20 days fell during quarter 1 compared to the 2011/12 year end result. In a similar vein to the assessments during this period the children's social care teams have undertaken a significant restructure and this period of change led to delays with complaint cases being allocated, investigated and responded to. Work is being undertaken to identify those areas which have seen an increase in the number of responses not meeting targets, significant work is being undertaken to support and improve these results by targeting these areas.

Children and Young People's Plan

- 3.7 Performance reports on **CYPP priorities** are completed 6 monthly the next one being available at quarter 2. Each month though a dashboard is provided of our best available information against CYPP key measures and the dashboard for July is provided in appendix 3. Highlights are:
- Rate of teenage conception citywide continues to reduce with a conception rate of 39.8 per 1000 15-17 year old females in June 2011. This is a 3 year rolling average that has declined from 45.5 in June 2010. This equates to 505 under 18 conceptions from July 2010 to June 2011, a reduction from 586 for the period July 2009 to June 2010. NB this is new information the dashboard has March figures.
 - For the period August 2011 to April 2012 1716 16-18 year olds started apprenticeships in Leeds. This compares to 1,594 for the same period last year a 7.7% increase. Plans have been drawn up for the council to partner Leeds City College to establish an Apprenticeship Training Agency, this will create new opportunities for local young people to secure employment and skills training.
 - Free School Meal take up has remained stable in primary schools for the financial year 2011-12 at 76.9%. At secondary there was a slight improvement to 68.9%. Priorities are to raise awareness about the importance of school meals to pupils, families, headteachers, and frontline practitioners, in order to establish a sustainable school meal service that meets health and cultural needs.
- 3.8 Other key development in children's services include:
- Through the ambition for **Child Friendly Leeds** we are creating the framework for a city-wide effort to improve the lives of children and young people, with partners from every sector invited to play a part. In recent months this work has gathered significant momentum. The development of the Child Friendly Leeds 'thumbs up' brand has created a strong and distinctive identity. Discussions with a growing number of business and organisations from all sectors are ongoing with a number of high profile pledges and initiatives underway or in development. On 19 July, to coincide with the visit of her Majesty the Queen, a significant Child Friendly Leeds launch event was staged. Elected members have an important part to play in supporting this work by raising the profile of the Child Friendly Leeds ambitions. There are more details on the Child Friendly Leeds pages of the Council website: <http://www.leeds.gov.uk/residents/Pages/Child-friendly-Leeds.aspx>

- Children’s Services is continuing to focus on creating more **integrated local services**. Social care teams are now organised locally, which is helping to strengthen their links with schools and other local services. The implementation of the new targeted services leader roles across the city is helping to bring more co-ordination, consistency and focus to how local services work together. Early Start teams providing more holistic early years support have been launched integrating the work of health visiting and children’s centre teams. Leeds is also one of the leading authorities nationally in implementing the Families First initiative (this is the Leeds response to the Government’s Troubled Families initiative) which aims to support families to tackle issues such as worklessness, crime and anti-social behaviour, and poor school attendance. Taken together, these initiatives reflect the emphasis being placed on better early intervention and targeted support across our services, putting more emphasis on preventing issues from escalating to the point at which they require social care intervention.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This is an information report and as such does not need to be consulted on with the public. However all performance information is published on the council’s and Leeds Initiative websites and is available to the public.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 This is an information report and not a decision so due regard is not relevant. However, this report does include an update on equality issues as they relate to the various priorities.

4.3 Council policies and City Priorities

- 4.3.2 This report provides an update on progress in delivering the council and city priorities in line with the council’s performance management framework.

4.4 Resources and value for money

- 4.4.1 There are no specific resource implications from this report; however, it includes a high level update of the Council’s financial position. This is in terms of the cross council priority within the Business Plan of “spending money wisely”.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 All performance information is publicly available and is published on the council and Leeds Initiative websites. This report is an information update providing Scrutiny with a summary of performance for the strategic priorities within its remit and as such is not subject to call in.

4.6 Risk Management

- 4.6.2 The Performance Report Cards include an update of the key risks and challenges for each of the priorities. This is supported by a comprehensive risk management

process in the Council to monitor and manage key risks. These processes also link closely with performance management.

5 Conclusions

5.1 This report provides a summary of performance against the strategic priorities for the council relevant to the Children and Families Scrutiny Board.

6 Recommendations

6.1 Members are recommended to:

- Note the Q1 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

7 Background documents¹

7.2 Children and Young People's Plan

7.3 City Priority Plan 2011 to 2015

7.4 Council Business Plan 2011 to 2015

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

Children's Trust – Children and Young People's Plan Report Cards Q1 2012-13

Children Leads

Meeting: Children's Trust Board - 21 September 2012

Population: All children and young people in Leeds

Outcome 1: Children and Young People are safe from harm

Priority 1: **Obsession** Help children to live in safe and supportive families

LCC lead: Steve Walker

CTB lead: Jane Held and Bridget Emery

Why is this a priority Outcomes for children are better when they are able to live safely within their own family and community. The high numbers of looked after children in Leeds impacts on the resources available to provide preventative services aimed at supporting children to live within their families safely.

Amber 

Indicator RAG: 4th quartile against 2011 national results **Partnership DOT:** Progress achieved around early intervention and service redesign including management of referrals

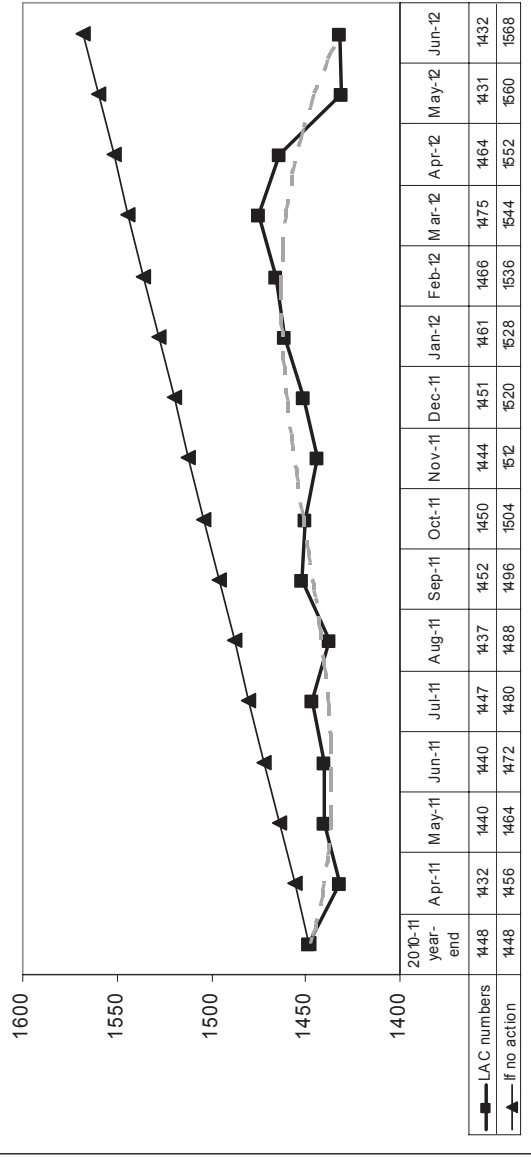
Story behind the baseline

The number of children in care in June 2012 is at its 2nd lowest point in the last 12 months, and is 2.9% lower than the 2011-12 year-end figure of 1,475. The number of children in care remained stable for three-quarters of the 2011-12, but then rose between November 2011 and March 2012. During that period the social work teams were undergoing a major restructure, involving the transfer of around 3,000 cases and significant change for 40% of social workers. The new locality structure is now settling down and the number of looked after children has fallen each month since the end of April and is now lower than at the same time last year.

The focus on care planning has also impacted on the number of children in external placements. There are fewer children are placed in either independent fostering agency placements or external residential placements at end of June than at end of March 2012. This reduction is helping to reduce the existing budgetary pressures. It will be important, whilst ensuring that children are placed in placements appropriate to their needs, to maintain a focus on care planning to reduce drift and costs throughout the coming year.

There has been no significant change in the ethnic make-up of the LAC population when comparing June 2012 to June 2011; children and young people from a mixed heritage background are over-represented (12% of the cohort), whereas those from an Asian background are under-represented (4%), when compared to background population figures.

Number of looked after children by month



The proportion of children under five in the total LAC cohort has risen from 25% in June 2011 to 31% in 2012. This reflects the fact that, whilst fewer children are coming into care (and fewer are leaving care) than the same period 12 months ago, a greater proportion of these children are under five when they do come into care. Research is now underway to better understand the needs and circumstances that led to these children becoming looked after.

| | | | |
|---|---|--|---|
| <p>What do children and young people think The Children’s Rights service worked with care leavers who carried out research into care leavers provision in Leeds. They presented their findings and recommendations to Leeds Corporate Carers. These recommendations are now being actioned and progress will be reported back to Corporate Carers. In addition Leeds has invited LILAC (Leading Improvements for Looked-After Children), which empowers care-experienced young people to carry out assessments of services, to assess how well we are consulting the children and young people we look after. This assessment is taking place during July.</p> | <p>What we have done</p> <ul style="list-style-type: none"> Children’s Social Work teams were re-organised to a locality structure linking teams with clusters, to develop improved relationships and communication between teams and local professionals. Initial feedback about the new arrangements from partners is positive. Following Professor Thorpe’s recommendations, the process for receiving referrals has changed so that professionals talk directly to a social worker at the contact centre. Professor Thorpe trained practitioners, including some partners, on referral taking practices. Although the new arrangements were implemented in May they may have impacted on the number of contacts that progressed to become referrals in April as these were the lowest in over a year. By improving the quality of information, advice and conversations with professionals, more children will be supported without the need for a referral. Research about children who entered care between January and March 2012 is underway, focusing on those aged under 1. This will help understand the circumstances that led to the need for these children to be looked after and will inform future work with partners. Four of the council’s children’s homes are rated as ‘good’, seven as ‘adequate’. This is an improvement since January when one home was ‘inadequate’. The inspection regime has changed to be more rigorous. A range of foster carer recruitment work has been undertaken including the launch of a new web site (www.foster4leeds.co.uk), a radio advertising campaign and links with local media generating positive articles. This has resulted in a significant increase in the registrations of interest to be a foster carer (from 16 per month in 2010/11 to 48 per month in 2011/12). <p>What works locally Increasing numbers of children exiting care through better focus on adoption, Special Guardianship Orders, supporting older children into independence and re-visiting plans for children looked after under voluntary agreements with parents.</p> | <p>New actions</p> <ul style="list-style-type: none"> Expand the Family Kinship Team to support more children to live in kinship care and reduce the need for Care Orders, with more children living under Special Guardianship or Residence Orders. 18 Targeted Services Leaders are being recruited to work in clusters. They will work with local partners to identify the signs that cause concern, determining which different services need to be involved and ensuring that this is delivered, so that the child or family gets the extra help they need at the right time. This will reduce the need for specialist service involvement. Work with the Family Rights Group to expand the family group conferencing service from three to nine conference conveners. A Project Plan is being developed for the roll out to ensure that they are targeted on cases where they will have the most significant impact; for example when there is a risk that a pre-school child may become looked after. Multi- Systemic Therapy has been successful in working with 11 – 16 year olds at risk of care or custody in Leeds. It has also proved effective, in a small number of cases, in returning children from external placements back to Leeds own placements and to children’s families. Recruitment is now underway to expand from one to three Multi-Systemic Therapy teams working across the city. The teams are targeting children on the edge of care or custody. They will also be involved with young people who have already become looked after but where there is a prospect of a return home. A number of these young people may have been in care for some time, however, as this work progresses the service will focus on returning children and young people who have just become looked after. <p>Data development The data development needs from the LAC obsession OBA workshops are being analysed and the output will be reviewed during the summer.</p> | <p>Partners with a role to play Children and young people, parents, schools, health visitors, family outreach workers, police, VFCS, childcare services, Youth Offending Services, drug and alcohol services, probation, adult services, housing, media, business, GPs, transport services, mental health (CAMHS).</p> |
|---|---|--|---|

Children's Trust – Children and Young People's Plan Report Cards Q1 2012-13

Children Leads

Meeting: Children's Trust Board - 21 September 2012

Population: Pupils in Leeds schools (Years 1-11)

Outcome 2: Children and young people do well at all levels of learning and have the skills for life

Priority 3a: **Obsession** Improve behaviour, attendance and achievement

LCC lead: Paul Brennan

CTB lead: Keith Gilert and Matthew Ward

Why is this obsession There are strong links between attendance, attainment, being NEET and youth offending. Particular pupil groups who experience multiple poor outcomes are more likely to have poor attendance, e.g., those living in deprived areas; looked after children; pupils eligible for free school meals; pupils with special education needs and some BME groups.

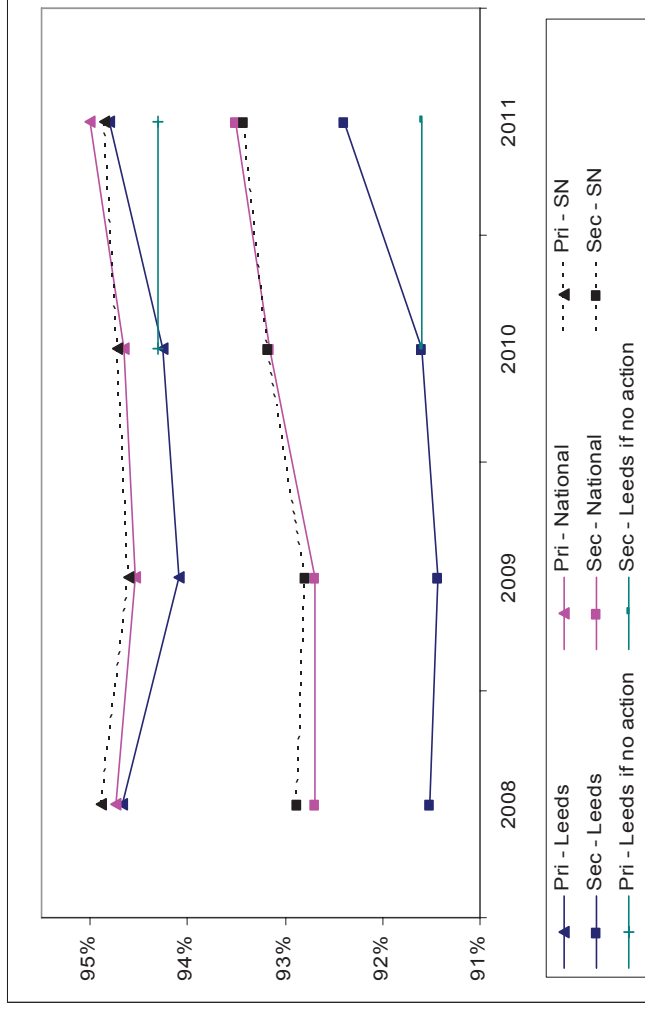
Primary Green
Secondary Amber

RAG: Improving ratings against national & statistical neighbour averages **Direction of travel:** Local efforts embedding with the start of evidence of impact

Story behind the baseline

Curve: School attendance rates (2010-11 Half terms 1-5) The latest data which includes comparisons with other authorities was released in mid June. It covers half terms 1-2 2011/12. (graph shows full years only) Attendance in Leeds primary schools improved by 1.1 percentage points compared to the 2010/11 academic year. Attendance at Leeds primary schools was in-line with both the national and statistical neighbour averages. The Leeds local authority rank has improved from 92 to 61, putting Leeds into the top half of authorities nationally. Attendance in secondary schools is now at its highest level since records began, increasing by 1.7% compared to 2010/11. Attendance remains lower than nationally and in comparable authorities but the gap has narrowed as the rate of improvement in Leeds is greater than elsewhere. Leeds is still 118th out of 150 authorities for this indicator. The majority of the improvement in attendance has been achieved through a reduction in authorised absence. Rates of unauthorised absence are improving but are still above national and statistical neighbour averages.

Despite year on year improvements challenges remain. This is reflected in the data for persistent absence. (NB. pupils missing more than 15% of school) There are 1,941 (4.4%) persistent absentees in primary and 2,996 (7.7%) in secondary. Illness accounts for almost 50% of absence with the next highest category of absence being "unauthorised- other" where no reason for the unauthorised absence is given. The latest comparative data (half terms 1-5 2010/11) shows SILC attendance to be approximately 4 percentage points lower than national, regional and statistical neighbour comparisons. City-wide SILC attendance needs to be understood in the context of the impact of attendance rates at the BESD SILC, where there are signs of improvement. Local data shows that attendance was 64% in term 2 of the current academic year, compared to 54% in the previous year, with attendance for the year to date running at 61% compared to 56% for the whole of the previous year. The number of persistent absentees in the BESD SILC shows a fall in term 2 of this year to 44 from 69 in the previous year.



What do children and young people think As part of local research undertaken into the reasons for persistent absence, young people told us that the key factors in absence are: problems at home and with parents; issues with the curriculum and lessons; and bullying was also mentioned as a factor. Groups such as young carers had particular issues affecting their school attendance.

What we have done

- Guidance and Support multi-agency meetings are now well developed in most clusters; where partners discuss cases where low attendance is causing concerns, and agree strategies for supporting families.
- The family and community engagement strand of the Leeds Education Challenge includes engagement with young people’s families and communities to encourage good attendance.
- Clusters continue to hold OBA workshops to address attendance and persistent absence. “Turning the Curve” activity plans have been produced. A consistent theme and commitment in these plans is to early intervention.
- Parents of 140 school-aged children have received evidence based parenting programmes that have improved their parenting skills, and reinforced the important of good school attendance.
- Targeted service leaders identify families through the top 100 methodology, and enable a shared assessment, shared intervention plan, multi agency communication plan and identified lead family practitioner.
- The Youth Service are delivering a weekly “reward session” at the Denis Healey Youth Hub for BESD SILC pupils, to acknowledge their efforts in improving their attendance and/or behaviour.
- The 0-11 Partnership have held an OBA event about attendance with a key focus on early habits and attitudes of parents to education
- A small investigation into the use of medical appointments during the school day has been completed with actions underway, including a planned OBA session with health commissioners and practitioners.

New actions

- Developing media communications for parents and carers on key messages relating to attendance.
- Continue with recruitment of targeted services leaders and the implementation of the top 100 methodology.
- Ensure that the plan for Raising the Participation Age (RPA) incorporates cluster-led work on improving attendance. From 2013 local authorities become legally responsible for identifying young people who are not participating, and schools and colleges become legally responsible for promoting good attendance for 16 and 17 year olds.
- Support partnerships of schools to participate as pathfinders in the DfE’s National Exclusions Trial. Although the background to this project is not specifically about improving attendance, its objective is to improve the experience of pupils who are at risk of exclusion through earlier intervention, and these are often pupils who typically have poor attendance.
- Deliver a project to explore in more detail the reasons for absence lying behind generic absence codes such as “unauthorised-other.”
- The Youth Service, in partnership with IGEN, are running a Summer programme to support those young people moving from year 10 to year 11 who have been identified as likely to disengage in their final year.

What works locally

Strategies to improve attendance are most successful where these are based on working holistically with a family to address all of their support needs, rather than seeing attendance in isolation. Guidance and support meetings enable such holistic responses to be developed.

Data development

A dashboard is currently being developed to report attendance monthly to clusters, including persistent absence and unauthorised absence. There are some coverage and data approval issues to resolve. Circulation is scheduled for the autumn term.

Partners with a role to play

Children and young people, parents, schools, health visitors, family outreach workers, police, VCFS, childcare services, community groups, drug and alcohol services, probation, adult services, housing services, IAG providers, media, business, Chamber of Commerce, GPs, transport services.

Children's Trust – Children and Young People's Plan Report Cards Q1 2012-13

Children Leads

Meeting: Children's Trust Board - 21 September 2012 **Population:** Young people of academic age 16, 17 and 18 (age on 31 Aug)

Outcome 2: Children and young people do well at all levels of learning and have the skills for life **Priority 4a:** **Obsession** Increase numbers in employment, education or training (EET)

LCC lead: Paul Brennan **CTB lead:** Martin Fleetwood and Alison France

Why is this an obsession Being in EET increases young people's confidence, prospects and economic independence and therefore supports the city's overall economic performance. By targeting groups and areas where NEET is a particular challenge, we can raise aspirations and prospects for young people who often have multiple poor outcomes. The current economic downturn presents challenges for young people looking to enter the workplace for the first time.

RAG: Gap to national performance: third quartile up from fourth last quarter **Direction of travel:** Good rates of young people in learning and coordination of effort

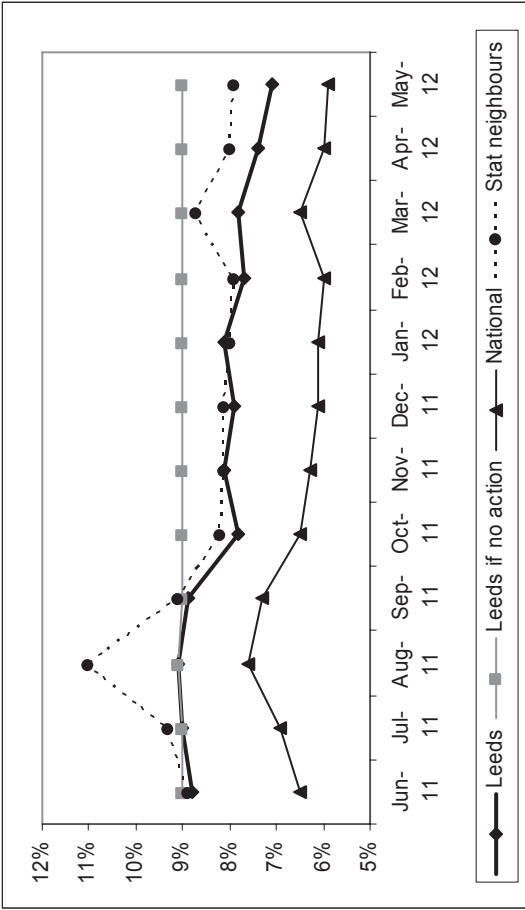
Story behind the baseline

Curve: Percentage of young people who are NEET (June 11 – May 12)

At the end of June there were 1603 NEET young people in Leeds (7.0%). This is the "adjusted NEET" figure including some young people whose actual status is not known, but who are assumed to be NEET. The most recent national comparative data is from May 2012 and shows that although NEET levels remain higher than national, between January and May 2012 in Leeds the NEET rate fell by one percentage point compared to a fall of 0.2 percentage points nationally and Leeds' position nationally in May was in the third quartile of 149 local authorities (=104). Levels of young people whose status is not known (10.0%) remain higher than national levels (8.9%) and statistical neighbour (6.7%) levels. The 11-19 (25) Learning and Support Partnership (LSP) have identified reducing the number of young people whose status is not known as a key priority.

The Raising of the Participation Age (RPA) means that young people will remain in education or training for an additional academic year after Year 11 from September 2013 and until age 18 from September 2015. Planning to reduce the number of young people in learning (79.4%) is slightly below the national level of 80.3% of young people in education or training. The May rate of young people in learning

Some young people are statistically more likely to be NEET, e.g. some BME groups, those with learning difficulties and disabilities, care leavers, young offenders, poor school attenders, those attending the BESD SILC, PRUs or off-site learning, young carers, pregnant young women, homeless young people and those living away from their family. NEET rates also vary significantly across the city. Targeted and specialist support for young people in these groups, delivered by Prospects, igen and voluntary, community and faith sector partners, provides support for the most vulnerable young people from these groups who have specific barriers to engagement in EET that require specialist knowledge and/or interventions.



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| <p>What do children and young people think A diverse group of NEET young people were consulted as part of the development of the Children and Young People’s Plan. Young people said that the current economic climate had a big impact on their employability, however they also experienced other difficulties in finding employment, education or training, such as: difficulties using the systems in Jobcentres; access to IT to apply for jobs or courses; lack of confidence; struggling with interview skills; travel and financial barriers; poor reading and writing skills; and coping with complex personal circumstances.</p> | <p>New actions</p> <ul style="list-style-type: none"> • A wider workforce development project to develop IAG signposting skills across the children and young people’s workforce is now underway. Delivery is scheduled to begin in the autumn term to anyone who works with children, young people and families, including council staff, schools and learning providers, and third sector partners. • An RPA project has been established to develop support systems to help young people overcome barriers to progression and move into post 16 learning or training. This has a focus on progression pathways and support for young people attending PRUs, the BESD SILC or offsite learning, who may have specific barriers to progression related to behaviour, emotional or social issues. • A NEET ‘clearing house’ event is being organised to take place in the Connexions Centre on the Tuesday immediately following GCSE exam results. • A task and finish group is being established to take forward the next phase of the review of post-16 provision in Leeds. • Exploratory work is taking place around opportunities to develop apprenticeships in youth work that could contribute to the city’s wider Youth Offer. |
| <p>What we have done</p> <ul style="list-style-type: none"> • The quarter 4 report card detailed Youth Contract funding being awarded as part of Leeds’ City Deal. Work has started to identify priority NEET groups and their support needs, along with existing planned provision and gaps, with a view to commissioning activity to start in September 2012. • Resources have been created on the Leeds Pathways website to support primary schools in delivering career-related learning (CRL) in Key Stage 2. CRL helps children start to think about the place work will have in their life as an adult. • Schools have continued to receive support in preparation for their duty to deliver impartial information, advice and guidance (IAG) from September 2012. A number of schools have purchased services using the approved list of careers guidance providers. A careers/ IAG network lead professional role has been advertised through the Leeds Learning Partnership to develop more peer-to-peer support for schools. • A NEET OBA session was held with the 11-19 Partnership and the outcomes from this exercise have been used to form the basis of the 2012/13 11-19 (25) Partnership Action Plan. • Plans have been drawn up for the council to partner Leeds City College to establish an Apprenticeship Training Agency, to create new opportunities for local young people to secure employment and skills training. | <p>Data development</p> <p>Further work is needed around making use of data and information-sharing agreements to ensure a co-ordinated approach to sharing information about NEET young people. The Department for Work and Pensions are currently advising on future changes to enable information sharing between Jobcentre Plus and local authorities.</p> |
| <p>What works locally</p> <p>To help reduce the number of young people registered as Not Known, the Youth Service along with a number of other organisations working with young people facilitated a NEET/Not Known Sweep day across the city. 737 home visits were made, out of which over 300 young people were contacted. As well as being able to identify the present destination of those young people, all received appropriate guidance and support regarding where they could go for help with EET issues.</p> | <p>Partners with a role to play Schools and FE colleges, IAG providers, housing services, young people, parents and family, employers, Jobcentre Plus, offsite providers, adult social care, the youth service, Prospects, igen and voluntary, community and faith sector partners</p> |

2012/13 Children's Services Directorate Scorecard

Reporting Period :

Quarter 1 2012/13

| Contribution to Cross Council Priorities | Progress Summary | Overall Progress | Supporting Measures | Target | Q1 | Q2 | Q3 | Q4 | Executive Portfolio |
|--|---|------------------|--|--------|--------|----|----|----|---|
| Appraisals | Quality Appraisal and PAL briefing sessions attended by over 500 staff. 1-1 training and drop in sessions on using PAL is also being provided to services. The April leadership event was dedicated to appraisal training with the emphasis on quality appraisals as well as PAL system. The July leadership event was dedicated to receiving the survey feedback and to identify actions in service teams – these are now being progressed by the relative service areas. | Amber | Every year 100% of staff have an appraisal | 100% | N/A | | | | Neighbourhoods, Planning and Support Services |
| Staff engagement | In the most recent newsletter from Nigel Richardson he commits the senior team to being more visible and getting out to all parts of the Directorate in the next few weeks. 38% of reports met the criteria. Eight reports failed to meet them, for a variety of reasons: <ul style="list-style-type: none"> report writers failing to state if and why public consultation was not necessary no detail on any recent consultation or any planned consultation failing to refer to consultation activity in section 4.1 that was alluded to in other sections | Amber | Increase the level of staff engagement | 74% | 70% | | | | Neighbourhoods, Planning and Support Services |
| Consultation | Within the reports that met the criteria there was a wide range of quality in section 4.1. Some reports did not use the standard template and had no section on consultation. The better examples noted extensive user involvement in the decision, but lacked detail on dates or the volume of people participating or their views. | Red | Every year we will be able to evidence that consultation has taken place in 100 per cent of major decisions affecting the lives of communities | 100% | 38% | | | | Leader |
| Equality | Improvements have been made this quarter. The one report that did not provide sufficient evidence to meet the criteria for this indicator, made no reference within the narrative to an EIA/screening and did not explicitly state how due regard to equality was considered within the proposals. A QA has been undertaken to determine how due regard to equality is demonstrated within reports. This has shown that whilst some reports are in line with the report writing guidance, some significant improvements are still needed for example explicit referencing of any potential impacts and findings from the screening and EIAs. The outcomes from the QA exercise will be discussed within the Directorate inform future reports and the report clearance process. | Amber | Every year we will be able to evidence that equality issues have been considered in 100 per cent of major decisions | 100% | 92% | | | | Leader |
| Keep within budget | After 3 months of the financial year, the directorate is projecting an underspend of £40k against the net managed budget of £132m. In Leeds the number of looked after children has stabilised and there are now the same number of looked after children as there were in late 2010. This contrasts with other local authorities where the number of cases has continued to steadily rise. | Green | No variation from agreed directorate budget in the year | £0 | (£41k) | | | | Leader |

2012/13 Children's Services Directorate Scorecard

Reporting Period :

Quarter 1 2012/13

| Directorate Priorities | Progress Summary | Overall Progress | Supporting Measures | Target | Q1 | Q2 | Q3 | Q4 | Executive Portfolio |
|---|--|------------------|---|--|-------|----|----|----|---------------------|
| Create the environment for effective partnership working | Following on from a productive partnership discussion around NEET at the March Children's Trust Board, this led to a partnership wide NEET OBA session. The resulting Turning the Curve report has been used to develop a high level action plan, so partnership engagement and commitment is leading to practical steps to bring about improvement against our priorities. The CTB is responding to changes in national policy, and Clinical Commissioning Groups have been invited to join the Board. Sub-boards of the CTB are also functioning well: the Troubled Families Board has been established as a multi-agency partnership board and the Leeds Education Challenge Board also met for the first time this quarter. | Green | | | | | | | Childrens Services |
| Deliver the Children and Young People's Plan (CYPP) with the aim of creating a Child Friendly City | The CYPP refresh was approved at the Children's Trust Board in April. The Leeds Initiative Board received a progress report on Child Friendly City in June and agreed that all members of the LI Board and all partner boards should be asked to commit their organisations to making Child Friendly City pledges. Child Friendly City work in quarter 1 has focused around: recruitment of Voice and Influence Lead and Team, reviewing and strengthening governance arrangements, partnership work with CFC young advisors, reviewing CFC networks and the bulletin with Ambassadors, development of web content and marketing materials ready for the launch in July, commissioning a branding and marketing partner and building effective engagement strategies with businesses and the third sector. At the start of quarter 2 in July there was a very high profile launch for Child Friendly Leeds, attended by the Queen. | Green | | | | | | | Childrens Services |
| Put in place a joined-up children's directorate | The Children's Services restructure is one of the biggest undertaken by the authority, involving more than 3000 staff across city-wide functions. The vast majority of staff, more than 2500 in total, are now in position across the new structure. Some aspects of work to complete the restructure are dependent on other developments. For example, the health and wellbeing structure is dependent on the finalisation of the Public Health Local Authority transfer, and the proposed review of the sensory service is paused pending consideration of a potential academy transfer. | Green | Complete restructure of children's services | New structures at tier 5 in place by June 2012 | Amber | | | | Childrens Services |
| Build a strong relationship with schools which delivers improved outcomes and develops their role in their local area | More than 20 headteachers are now engaged in steering groups for the five strands of the Leeds Education Challenge (LEC) and seven seconded headteachers leading much of the work. Each strand now has a detailed work programme, and a directory of school improvement information is being developed. This will build a picture of what is happening across the authority in terms of partnerships and to identify future school to school collaborations. A 'Landscape of Learning' event for Leeds primary schools was held in June 2012 that enabled headteachers to share successful work undertaken in the light of the LEC. | Amber | | | | | | | Childrens Services |
| Develop a high performing and skilled workforce | The leadership programme has continued with further session on Restorative Practice and OBA; and feedback on the quarter 1 engagement survey. All heads of service and colleagues have agreed actions to deliver local level improvement on the council wide actions approved by CLT. Appraisals are continuing – however there have been persistent problems with logging the information and ongoing issues with structures on the system. As at 20 July Children's Services are showing the fewest appraisal completions of any Directorate with less than five working days left for these to be completed. The new intake of social workers attended a 'keeping warm' session where plans for their induction and training were shared along with other information to prepare them for working in Leeds. Detailed work is progressing with foster carers to identify a new programme of support and development for this group of staff. | Amber | | | | | | | Childrens Services |

2012/13 Children's Services Directorate Scorecard

Reporting Period :

Quarter 1 2012/13

| | | | | | | | | |
|--|--|---|--------------|-------|--|--|--|--------------------|
| | | Maintain percentage of children's homes that are rated good or better by Ofsted | 100% by 2015 | 36% | | | | Childrens Services |
| | | Increase percentage of council-run children's centres that are rated good or better by Ofsted | 82% | 84% | | | | Childrens Services |
| | | Increase percentage of pupil referral units rated good or better by Ofsted | 100% | 67% | | | | Childrens Services |
| | | Maintain percentage of initial assessments carried out by social care within timescale | 80% | 72.3% | | | | Childrens Services |
| | | Maintain percentage of in-depth (or core) assessments carried out by social care within timescale | 85% | 69.2% | | | | Childrens Services |
| | | Increase percentage of children in care with a qualified social worker | 100% | 99.9% | | | | Childrens Services |
| | | Maintain percentage of children with a child protection plan with a qualified social worker | 100% | 100% | | | | Childrens Services |
| | | Increase percentage of complaints resolved within 20 days | 83% | 55% | | | | Childrens Services |
| | | Maintain percentage of complaints resolved by the initial investigation ¹ | 95% | 96% | | | | Childrens Services |

| City Priority Plans | Overall Progress | Headline Indicator | Q1 | Q2 | Q3 | Q4 | Executive Portfolio |
|---|------------------|--|--|----|----|----|---------------------|
| Help children to live in safe and supportive families. | ↑ | Reduce the number of children in care ² | 1432 | | | | Childrens Services |
| Improve behaviour, attendance and achievement. | ↑ | Raise the level of attendance: primary schools ³ | 95.9% | | | | Childrens Services |
| | ↑ | Raise the level of attendance: secondary schools ³ | 94.1% | | | | Childrens Services |
| Increase the levels of young people in employment, education or training. | ↑ | Reduce the number of 16- to 19-year-olds who are not in education, employment or training ⁴ | 7.0% (1,603) Not known: 8.9% (2,153) | | | | Childrens Services |

Self Assessment

A major area of real improvement during quarter 4 has been the publication by the DfE of national school attendance data covering the first term of the 2011/12 academic year. Attendance in both primary and secondary schools in Leeds during the Autumn Term reached the highest levels ever. Primary attendance improved by 1.7% on the previous year to 95.9% and secondary attendance increased by 1.7% to 94.1%. The increase in primary attendance places Leeds in the top half of all authorities nationally (rank 61 of 152 local authorities). This improvement evidences the impact of the work we have put in place to transform targeted services for the children and families who are most in need.

Another improvement on performance against our obsessions from last quarter is that Leeds' NEET result now places us in the third quartile nationally, up from the fourth as reported in the quarter 4 directorate scorecard. Based on national comparative data from May 2012, our rank has improved to =104 of 149 authorities from 121 in February 2012.

The number of looked after children (LAC) in June 2012 is at its second lowest point in the last 12 months, and is 2.9% lower than the 2011-12 year-end figure of 1,475. The number of LAC remained stable for three-quarters of the last financial year, but then rose between November 2011 and March 2012. This rise has been reversed since March 2012. Comparative national data will be available in the autumn.

The result of 99.9% of children in care having a qualified social worker is due to delays in recording the named social worker when cases are being transferred between teams.

The Social Work service was reconfigured in quarter one, with new teams being created across the city that are locality-based and offer children and families greater consistency and continuity. This change involved the transfer of cases to the new teams and some initial retraining of staff. In the short-term, this has impacted on performance on the indicators of initial and core assessments being completed within deadline. As the new team working arrangements have settled into place, and backlogs created during the transition period have been cleared, performance has improved back up to previous levels for initial assessments and was 81% in June (the indicator above is measured as a cumulative result.) Performance against core assessments will take slightly longer to come back up to previous levels, due to the additional complexity of the nature of these assessments.

During quarter one, two LA-run children's homes that were previously good were judged to be adequate, and so the percentage of good or outstanding settings has fallen since quarter 4. However the children's home that was judged to be inadequate by Ofsted was re-inspected and judged to be adequate, so there are now no inadequate LA-run children's homes in Leeds. The provisional outcome of one more recent inspection is that one home has been judged to be outstanding, this will be confirmed in next quarter's scorecard.

Notes
 1 - The percentage of quarter 1 complaints resolved within 20 working days can only be calculated 20 working days after the end of June, and complainants have 20 working days after this point to decide if they wish to take a complaint to stage 2. Data for this indicator is therefore available in late August
 2 - Snapshot indicator, as at 30 June 2012, 30 September 2012, 31 December 2012 and 31 March 2013. Please note that in-year data on the number of looked after children is provisional. The confirmed annual result for 2011-12 is available in late summer 2012.
 3 - The result is for half-terms 1 and 2 of the 2011/12 academic year.
 4 - The NEET and Not Known figures reported above are the positions as at 30 June 2012.

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Children and Young People's Plan Key Indicator Dashboard - City level: July 2012

| Measure | National | Stat neighbour | 2010/11 | Result for same period last year | Result May 2012 | Result Jun 2012 | Result Jul 2012 | DOT | Data last updated | Timespan covered by month result | |
|--|---|------------------------------|-----------------------------|----------------------------------|----------------------------|--|-----------------------|-----------------------|-------------------|----------------------------------|----------|
| Sale from harm | 1. Number of looked after children | 59/10,000 (2010/11 FY) | 72/10,000 (2010/11 FY) | 1,446 (95.3/10,000) | 1444 (91.2/10,000) | 1431 (89.8/10,000) | 1432 (89.9/10,000) | 1425 (89.4/10,000) | ▲ | 31/07/12 | Snapshot |
| | 2. Number of children subject to Child Protection Plans | 38.3/10,000 (2010/11 FY) | 39.0/10,000 (2010/11 FY) | 974 (64.2/10,000) | 1061 (67.0/10,000) | 860 (54.0/10,000) | 894 (56.1/10,000) | 894 (56.1/10,000) | ▲ | 31/07/12 | Snapshot |
| Do well in learning and have the skills for life | 3a. Primary attendance | 95.9% (HT1-2 2012 AY) | 95.8% (HT1-2 2012 AY) | 94.4% (HT1-5 2010 AY) | 94.7% (HT1-4 2011 AY) | 95.8% (HT1-4 2012 AY) | | ▲ | HT1-4 | AY to date | |
| | 3b. Secondary attendance | 94.5% (HT1-2 2012 AY) | 94.5% (HT1-2 2012 AY) | 91.6% (HT1-5 2010 AY) | 92.4% (HT1-4 2011 AY) | 93.8% (HT1-4 2012 AY) | | ▲ | HT1-4 | AY to date | |
| | 3c. SILC attendance (cross-phase) | 90.0% (HT1-5 2011 AY) | 89.8% (HT1-5 2011 AY) | 84.7% (HT1-5 2010 AY) | 85.9% (HT1-5 2010 AY) | 82.1% (HT1-5 2012 AY - provisional) | | ▼ | HT1-5 | AY to date | |
| | 4. NEET | 5.9% (June 12) | 8.1% (June 12) | 8.3% (Nov 10-Jan 11) | 9.0% (2150 - Jul 11) | 7.1% (1639) | 7.0% (1603) | 7.3% (1668) | ▲ | 31/07/12 | 1 month |
| | 5. Foundation Stage good level of achievement | 59% (2011 AY) | 60% (2011 AY) | 53% (2010 AY) | 53% (2010 AY) | 58% (2011 AY) | | ▲ | Oct 11 SFR | AY | |
| | 6. Key Stage 2 level 4+ English and maths | 74% (2011 AY) | 75% (2011 AY) | 74% (2010 AY) | 74% (2010 AY) | 73% (2011 AY) | | ▼ | Dec 11 SFR | AY | |
| | 7. 5+ A*-C GCSE inc English and maths | 58.9% (2011 AY) | 56.4% (2011 AY) | 50.6% (2010 AY) | 50.6% (2010 AY) | 53.7% (2011 AY) | | ▲ | Jan 12 SFR | AY | |
| | 8. Level 3 qualifications at 19 | 56.7% (2011 AY) | 51.8% (2011 AY) | 46.7% (2010 AY) | 46.7% (2010 AY) | 51.3% (4,728) | | ▲ | Apr 12 SFR | AY | |
| | 9. 16-18 year olds starting apprenticeships | 104,540 (Aug 11 - Apr 12) | 694 (Aug 11 - Apr 12) | 2037 (Aug 10 - July 11) | 1,594 (Aug 10 - Apr 11) | 1716 (Aug 11 - Apr 12) | | ▲ | July 12 SFR | Cumulative Aug - July | |
| | 10. Disabled children and young people accessing short breaks | Local indicator | Local indicator | 1732 | 1333 | 1732 | | ▲ | Apr-11 | FY | |
| Healthy lifestyles | 11. Obesity levels at year 6 | 19.0% (2011 AY) | 19.6% (2011 AY) | 20.0% (2010 AY) | 20.0% (2010 AY) | 19.9% (2011 AY) | | ▲ | Dec 11 SFR | AY | |
| | 12. Teenage conceptions (rate per 1000) | 34.1 (Mar 2011) | 39.4 (Mar 2011) | 43.5 (2010) | 46.6 (Mar 2010) | 42.2 (Mar 11) | | ▲ | May-12 | Quarter | |
| | 13a. Uptake of free school meals - primary | 79.8% (2011 FY) | 79% (Yorks & H) | 76.8% | 76.8% (2010/11 FY) | 76.9% (2011/12 FY) | | ▲ | Jul-12 | FY | |
| | 13b. Uptake of free school meals - secondary | 69.3% (2011 FY) | 67.4% (Yorks & H) | 67.1% | 67.1% (2010/11 FY) | 68.9% (2011/12 FY) | | ▲ | Jul-12 | FY | |
| Fun | 14. Children who agree that they enjoy their life | Local indicator | Local indicator | 80% (2011 AY) | 80% (2011 AY) | 80% | | | Summer term 2011 | AY | |
| Voice and influence | 15. 10 to 17 year-olds committing one or more offence | 1.9% (2009/10) | 2.3% (2009/10) | 1.9% | 1.9% | 1.5% (1026 in 2011/12) | | ▲ | Apr-12 | FY | |
| | 16a. Children and young people's influence in school | Local indicator | Local indicator | 70% (2011 AY) | 70% (2011 AY) | 70% | | ► | Summer term 2011 | AY | |
| | 16b. Children and young people's influence in the community | Local indicator | Local indicator | 58% (2011 AY) | 58% (2011 AY) | 58% | | ▲ | Summer term 2011 | AY | |

Notes
The direction of travel arrow is set according to whether the indicator shows that outcomes are improving for children and young people, comparing the most recent period's data to the result for the same period last year.

Improving outcomes are shown by a rise in the number/percentage for the following indicators: 3, 5, 6, 7, 8, 9, 10, 13, 16. Improving outcomes are shown by a fall in the number/percentage for the following indicators: 1, 2, 4, 11, 12, 15.

Key AY - academic year DOT - direction of travel FY - financial year HT - half term SFR - statistical first release (DFE data publication)

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 27th September 2012

Subject: Work Schedule

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

1 Purpose of this report

1.1 The purpose of this report is to consider the Scrutiny Board’s work schedule for the forthcoming municipal year.

2 Main Issues

2.1 A draft work schedule is attached as appendix 1. The work programme has been provisionally completed pending on going discussions with the Board. The work schedule will be subject to change throughout the municipal year.

2.2 Also attached as appendix 2 and 3 respectively are the minutes of Executive Board for 5th September 2012 and the Council’s current Forward Plan.

2.3 A working group of the Scrutiny Board (Children and Families) met on the 5th of September to identify how the Council:

- identifies and engages with young people who are carers,
- promotes the support available to those who may not have identified themselves as a young carer
- Ensures young carers are given the support they need to succeed in school under difficult circumstances.

2.4 The notes of the meeting and draft recommendations are attached as appendix 4 for the Scrutiny Boards consideration.

3. Recommendations

3.1 Members are asked to:

- a) Consider the draft work schedule and make amendments as appropriate.
- b) Note the Executive Board minutes and Forward Plan
- c) Consider the meeting notes and recommendations of the Young Carers Working Group of the 5th of September and agree the draft recommendations or propose amendments where required.

4. Background documents¹

None used

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

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

| Area of review | Schedule of meetings/visits during 2012/13 | | |
|--|--|--|---|
| | June | July | August |
| Inquiries | | <u>Agree scope of review for **</u> 1) Private/Independent Care Homes 2) Private Fostering | <u>Evidence Gathering</u> Private/Independent Care Homes Private Fostering <u>Agree scope of review for **</u> 4) The best start – providing good foundations in early life for children to succeed |
| Annual work programme setting - Board initiated pieces of Scrutiny work (if applicable) | Consider potential areas of review | | |
| Budget Update | | Budget 2012/13 | |
| Care Home Review | | Deferred report from April plus update | |
| Scrutiny Inquiry – Directors Response | | <ul style="list-style-type: none"> • Attendance, Child Poverty, Service Redesign • Young People engagement in Culture (SEC Board – for info only)* | |
| Recommendation Tracking | | External Placements Inquiry | |
| Performance Monitoring | Quarter 4 Performance Report | | |
| Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) Education Challenge | | Youth Services- 26 th of July @2pm – Ken Morton Lead | Call In – Young Carers Working Group – 5 th September 10am – Civic Hall |

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* Prepared by S Newbould

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

| Schedule of meetings/visits during 2012/13 | | | |
|--|---|---|--|
| Area of review | September | October | November |
| Inquiries | <u>Evidence Gathering</u> The best start – providing good foundations in early life for children to succeed <u>Agree scope of review for **</u> 3) Education Challenge – supporting children to achieve in Maths and English | <u>Evidence Gathering</u> The best start – providing good foundations in early life for children to succeed <u>Board Agree Reports*</u> <ul style="list-style-type: none"> • Private/Independent Care Homes • Private Fostering <u>Board Agree Report *</u> Increasing the number of young people who are in EET | <u>Evidence Gathering</u> The best start – providing good foundations in early life for children to succeed |
| Exec Board Request for Scrutiny | Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs | | |
| Recommendation Tracking | | | <ul style="list-style-type: none"> • Attendance Inquiry • Service Redesign Inquiry • External Placement Inquiry • Pre 2012 outstanding recommendations |
| Performance Monitoring | Quarter 1 performance report | | |
| Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) Education Challenge | | <ul style="list-style-type: none"> • Child Poverty Update and Recommendation Tracking • Youth Services – 2nd October @2pm – Ken Morton Lead • Inquiry - Education Challenge – supporting children to achieve in Maths and English. | Inquiry - Education Challenge – supporting children to achieve in Maths and English Social Services Care System |

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* Prepared by S Newbould

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

| Area of review | Schedule of meetings/visits during 2012/13 | | |
|--|---|--|--|
| | December | January | February |
| Inquiries | <u>Directors Response</u> NEET Inquiry | <u>Directors Response</u> Private/Independent Care Homes Private Fostering <u>Report to be Agreed*</u> The best start – providing good foundations in early life for children to succeed | <u>Report to be Agreed*</u> Education Challenge – supporting children to achieve in Maths and English |
| Budget | | Budget Update | |
| Academies | The Board to consider the implications of Academies for the Local Authority and Education in general. | | |
| Safeguarding Update | Subject to date of Ofsted inspection – Lead Steve Walker | | |
| Performance Monitoring | Quarter 2 performance report | Common Assessment Framework- To consider if improvement have been established with a view to increasing the number of CAF's undertaken. – Lead Steve Walker | |
| Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) Education Challenge inquiry | Inquiry Education Challenge – supporting children to achieve in Maths and English Youth Services | Child Poverty Update and Recommendation Tracking | |

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* Prepared by S Newbould

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

| Area of review | Schedule of meetings/visits during 2012/13 | | |
|--|--|--|-----|
| | March | April | May |
| Inquiries | | <u>Directors Response</u> The best start – providing good foundations in early life for children to succeed and Education Challenge – supporting children to achieve in Maths and English | |
| Partnership Review - Children's Trust Board | To review the performance of the Children's Trust Board. | | |
| Budget and Policy Framework | | Children and Young Peoples Plan – to be agreed by Council July 2013 | |
| Recommendation Tracking | <ul style="list-style-type: none"> • Attendance Inquiry • Service Redesign Inquiry • External Placement Inquiry • Pre 2012 outstanding recommendations | | |
| Performance Monitoring | Quarter 3 performance report | | |
| Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) Education Challenge Inquiry | Youth Services | Child Poverty Update and Recommendation Tracking | |

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Need to schedule Ofsted report

Updated 15th August 2012

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

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 5TH SEPTEMBER, 2012

PRESENT: Councillor K Wakefield in the Chair

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

64 Exempt Information - Possible Exclusion of the Press and Public

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

- (a) Appendix 3 to the report referred to in Minute No. 72 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the appendix contains information relating to the financial or business affairs of local authorities. The information relates to proposals that are being developed for consideration by a number of local Councils and in some instances, such proposals are still subject to the relevant approval processes. Therefore, in all the circumstances of the case, it is deemed that at this point in time, it is in the public interest not to disclose this information.

65 Late Items

There were no late items as such, however, it was noted that supplementary information had been circulated to Board Members following the despatch of the agenda in the form of correspondence received on behalf of the Morley Borough Independent Group and Green Group respectively, which provided the individual representations of both Groups in respect of the proposals detailed within the report entitled, 'Gypsy and Travellers Site Options'. (Minute No. 69 referred).

66 Minutes

RESOLVED – That the minutes of the meeting held on 18th July 2012, be approved as a correct record.

CHILDREN'S SERVICES**67 Transfer of Council Owned Land and Buildings to Trust Schools**

The Director of Children's Services submitted a report which sought approval for the mechanism to negotiate the detailed terms of the disposal of land and buildings to schools converting, or which have converted, to Trust status, in accordance with the Education and Inspections Act 2006 and The Schools

Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007.

Having acknowledged a Member's comments, it was proposed that the Director of City Development, or such other officer authorised by him, be provided with the necessary authority to negotiate the detailed terms of such disposals of land, but only having first consulted with the relevant Executive Member.

Members raised concerns regarding the potential for Trusts to invest funds from the sale of their Leeds based surplus assets in their other educational assets which are located outside of the city. In response, the Director undertook to confirm Trusts' rights in respect of this matter, and if it was deemed that Trusts did have authority to invest such funds in their other educational assets located outside of Leeds, Members proposed that appropriate representations be made to the Secretary of State for Education.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the Director of City Development, or such other officer authorised by him, in consultation with the relevant Executive Member, be authorised to negotiate the detailed terms of the transfer of the freehold land and buildings to trust schools at less than best consideration.
- (c) That if it is confirmed that Trusts have the necessary authority to invest funds from the sale of their Leeds based surplus assets in their other educational assets which are located outside of the city, appropriate representations be made regarding this matter on behalf of the Board to the Secretary of State for Education.

68 Bankside Primary School Capital Project

Further to Minute No. 41, 18th July 2012, the Director of Children's Services submitted a report which provided details of the overspend which had occurred on the Bankside Primary School capital scheme, sought authority to spend £1,593,000, outlined the key issues that the project had encountered and which provided assurances on the improvements which had been made to prevent a re-occurrence of the issues which led to the overspend on, and delay of the project.

The Board emphasised the need to ensure that the necessary lessons were learned from the situation detailed within the submitted report. In addition, it was highlighted that a more cohesive approach between directorates was required and in respect of future Design and Cost Reports relating to similar developments, it was noted that such reports would not be submitted to Executive Board until design freeze and costs were understood, so that Members were in possession of all relevant facts when determining such matters.

Having regard to the involvement of internal audit in this matter, it was suggested that consideration was given to the future role of internal audit in relation to such projects.

RESOLVED –

- (a) That the content of the submitted report, which provides details of the issues that contributed to the overspend of £1,593,000, be noted.
- (b) That authority to spend £1,593,000 be approved.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

69 Gypsy and Travellers Site Options

Further to Minute No. 146, 14th December 2011, the Director of Environment and Neighbourhoods submitted a report detailing the findings of officers involved in the assessment of Council owned sites for potential use as Gypsy and Traveller accommodation provision, and which proposed an alternative solution which involved the expansion of the current provision at the Cottingley Springs site.

It was noted that correspondence had been received and circulated to Board Members prior to the meeting on behalf of the Morley Borough Independent Group and the Green Group respectively, which confirmed both Groups' individual positions on the proposals detailed within the submitted report. The Board also noted that a petition signed by local residents had been submitted by Members of the Green Group prior to the meeting.

Members received a summary of the comprehensive site assessment process which had been undertaken on Council owned sites against agreed criteria in order to determine their suitability as Gypsy and Traveller accommodation and which had led to the recommendations detailed within the submitted report.

The Board acknowledged the concerns which had been previously raised in respect of the Cottingley Springs site, however, it was emphasised that should the proposal to expand the Cottingley site proceed, then comprehensive dialogue would continue with all relevant parties, which would be accompanied by a programme of re-design and modernisation of the site, together with a review of the services provided to residents, in order to ensure that their needs were met.

Having noted that none of the Council owned sites detailed within the submitted report had been deemed suitable for use as Gypsy and Traveller accommodation provision, it was suggested that dialogue was undertaken with private land owners, in order to determine whether potentially any privately owned sites could be utilised for this purpose.

RESOLVED –

- (a) That it be noted that none of the Council owned sites, as detailed within the table in Appendix A to the submitted report, are currently suitable for use as Gypsy and Traveller accommodation provision.
- (b) That officers be requested to identify how Cottingley Springs can be expanded with the development of twelve new pitches.
- (c) That on the assumption that the expansion of Cottingley Springs proceeds:-
 - (i) That such an expansion is complemented by a programme of modernisation at the site to improve the housing offer made to existing tenants.
 - (ii) That a further funding bid be made to the HCA to part finance the modernisation programme.
- (d) That Cottingley Springs be included within the Housing Revenue Account (HRA) Business Plan so that HRA funding can be used to 'match fund' any further HCA award and to finance longer term investment at Cottingley Springs.
- (e) That work with the Cottingley Spring's residents and other Council/voluntary sector services proceeds to improve the service offer made to residents, with a review of access to services to be undertaken and to include Health, Adult Social Care and Children's Services.
- (f) That the development of a Gypsy and Traveller Lettings Policy be authorised, which will be a satellite policy of the Leeds City Council Lettings Policy.

LEISURE AND SKILLS

70 Inspiring a Generation: A Sporting Legacy for Leeds

The Director of City Development and the Director of Children's Services submitted a joint report outlining proposals aimed at enabling Leeds to build upon the successes of the London 2012 Olympic Games and Paralympic Games, and in particular the successes of local and regional participants. In addition, the report outlined a strategy leading up to 2016 and beyond, which aimed to leave a continuing legacy of the Games for the people of Leeds.

The Board welcomed the timely submission of the report, and highlighted the need to ensure that the momentum arising from the Olympics and Paralympics was built upon, in order to ensure that Leeds' strong sporting tradition continued.

Responding to a Member's comments, it was noted that further work would be undertaken in respect of the Olympic Legacy Fund and how such funding would be allocated, which would include liaison with Leeds Sports Federation.

The Board concurred with the comments made regarding the need to ensure that any initiatives to promote a sporting legacy included the necessary provisions to protect current sports fields and pitches, and wherever possible, increase such facilities across the city.

Members provided a number of examples of how the Games had already made a positive impact upon communities across Leeds, and it was noted that a celebratory reception event for Leeds Paralympians was being scheduled.

In conclusion, the Chair thanked all of those officers who had been involved in successfully delivering all related events throughout Leeds, both prior to and following the Games, he welcomed all of the comments which had been made during the discussion and he proposed that a further report be submitted to a future meeting, in order to provide an update on the progress which had been made on the establishment of a sporting legacy for Leeds.

RESOLVED –

- (a) That the contents of the submitted report be noted, along with the following proposals:-
- (i) That further work will be undertaken to explore the benefits and costs of Leeds introducing a “BeActive” style programme. The Director of City Development, Director of Children’s Services and Director of Public health to meet and progress further.
 - (ii) That the emerging Sport and Active Lifestyles strategy is noted and the ambition to be the “most active big city” supported.
 - (iii) Consult with the Leeds Public on how best to celebrate the achievements of our Olympians and Paralympians, and then establish an Olympic Legacy Fund of £100,000 annually, with details to follow.
 - (iv) Support future international sports events in Leeds and to use them to inspire a new generation of participants.
 - (v) To develop proposals for a sustainable school sport system, building on the school games, and that supports Leeds as a child friendly city.
 - (vi) Establish options for increasing National Non Domestic Rate relief to sports clubs in Leeds.
 - (vii) Seek a commitment from sporting groups, third sector and business in the city to attend a Leeds Sporting Summit to maintain and further develop sports in Leeds.
 - (viii) To build on the Games Makers and volunteering which already exists in the city, as we move forward with the other major events planned.

- (b) That a further report be submitted to a future meeting of the Board which provides an update on the progress which has been made on the establishment of a sporting legacy for Leeds.

RESOURCES AND CORPORATE FUNCTIONS

71 Financial Health Monitoring 2012/13 - Month 4 Report

The Director of Resources submitted a report which detailed the Council's projected financial health position for 2012/2013 after four months of the financial year.

With regard to Council owned void properties, responding to a Member's comments, it was acknowledged that further consideration needed to be given to the future of such properties on a case by case basis, particularly in respect of the costs associated with the longer term protection and maintenance of them.

In response to a Member's enquiry, the Board received an update on the progress made regarding the rationalisation of refuse collection routes.

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

72 Consultation on Localised Council Tax Support Scheme

Further to Minute No. 31, 20th June 2012, the Director of Resources submitted a report which provided details of the outcomes arising from the consultation undertaken with the West Yorkshire Police Authority and West Yorkshire Fire and Rescue Service on a local Council Tax Support scheme.

Members noted that as a result of the outcomes from such consultation, the report sought approval to consult upon an alternative scheme proposal, alongside the original proposals, which were approved by the Board for the purposes of consultation in June 2012.

Following consideration of Appendix 3 to the submitted 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 – That additional schemes which would aim to limit scheme spend to Government funding levels, be approved for the purposes of consultation alongside the option already approved by Executive Board.

73 High Cost Legal Money Lending in Leeds

Further to Minute No. 239, 11th April 2012, the Director of City Development submitted a report providing details of the current issues across the city which related high cost legal money lending and advising on the services being offered by the Council and its partners to assist in overcoming such matters. In addition, the report also outlined possible future initiatives which were currently being investigated.

The Board welcomed the work which was being undertaken collectively with partners, such as Leeds Credit Union and Community Development Finance Institutions (CDFIs), and highlighted the need to ensure that public access to, and awareness of such organisations was maximised.

Members highlighted the importance of the work being undertaken to address the issues associated with high cost legal money lending in Leeds and emphasised that the Council should take any incremental measures it could to help tackle such issues.

In conclusion, it was proposed that, in looking to further address such matters in the future, consideration should also be given to the ways in which the Council could help restrict the advertising campaigns of high cost money lenders in the area, how the Council could help address the wider implications arising from high cost money lending, such as the affect upon individuals' mental and physical health, and that an audit be undertaken, in order to determine which communities across the city were most affected by such matters. It was then requested that a report be submitted to a future meeting, which brought together such information, so that the matter could be progressed further.

RESOLVED –

- (a) That the extent of the high cost lending market nationally and more particularly that operating in Leeds, as set out within the submitted report and including the information on the sector provided within Appendix 2, be noted.
- (b) That the approaches outlined within the 'Conclusions', as set out within section 5 of the submitted report, be noted and welcomed.
- (c) That continuing support and promotion of Leeds City Credit Union be agreed, particularly in those areas which complement the delivery of the Leeds City Priority Plans.
- (d) That the ongoing work of the inter-Directorate credit union Working Group, and the range of possible future developments, as set out within paragraph 3.17 of the submitted report, be noted and welcomed.
- (e) That a report be submitted to a future meeting of the Board which provides an update on the progress made in respect of the work being undertaken to address the wider implications of high cost money lending in Leeds, as discussed during the meeting, and detailing how the problems associated with high cost legal money lending could be addressed further.

ENVIRONMENT

74 Response to the Deputation to Council from Sparrow Park Action Group on 11th July 2012

The Director of Environment and Neighbourhoods submitted a report responding to the deputation presented by Sparrow Park Action Group to the meeting of Council on 11th July 2012 which related to the issues regarding the future ownership, restoration and management of a green space in Headingley, known locally as “Sparrow Park”.

RESOLVED – That the contents of the submitted report be noted, and that the case for pursuing a Compulsory Purchase Order under relevant powers be endorsed, subject to the clarifications identified within paragraph 3.2.17 of the submitted report.

75 A Review of City Centre Car Parking in Leeds

The Director of Resources submitted a report providing a summary review of city centre car parking in Leeds and which highlighted the issues which would inform future car parking policy. The review considered the Council’s current approach towards city centre parking, and how such an approach related to the Council’s policy objectives. In addition, the review considered current and future capacity of car parking spaces within the city centre, provided an analysis of city car park usage and examined recent income trends from Council car parks. In addition, the report highlighted the issues which needed to be taken into account when shaping a future car parking strategy and made recommendations which were consistent with the Council’s objectives.

The Board acknowledged the vital importance of the retail economy in Leeds, and in response to a Member’s concerns regarding the possibility of reviewing current policies in respect of city centre evening and Sunday parking, it was noted that the summary review was for the purposes of informing a consultation exercise which would be undertaken with relevant stakeholders in respect of the Council’s car parking strategy, with the outcomes arising from the consultation being reported back to the Board.

The Board acknowledged that the Council’s current car parking strategy and wider transport policy objectives had been set on the basis that a comprehensive transport strategy would be implemented in Leeds, and which to date, had not occurred in its entirety. A matter which Members requested be taken into consideration when undertaking further work on the city centre car parking review.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That approval be given to the review informing a consultation with relevant stakeholders regarding the Council’s car parking strategy, with agreement being given to the following:-

- i) Consideration should be given to reviewing current policies in respect of evening and Sunday car parking.
- ii) Occupancy levels at Woodhouse Lane multi-storey car park should be reviewed following the completion of the refurbishment works, with a view to re-assessing prices once a true level of demand can be re-established, taking into account demand from the Arena.
- iii) On street parking charges should continue to be reviewed annually on a street by street basis to ensure that charges are more responsive to changes in demand.
- iv) Although the Council should review each car park on a site by site basis, it should aim to keep the overall weighted average price of long stay car parking above the cost of public transport.
- v) The Council should continue to develop its Park and Ride proposals and income from car parking activities should be ring fenced to expenditure on the transport infrastructure, with additional income generated from parking activities re-invested into improving the transport infrastructure, including Park and Ride schemes.
- vi) A parking league table should be published for the permanent car parks in the city centre, showing who operates the car parks and ranked according to how much they charge. A statement demonstrating how the Council re-invests its car parking income should also be published alongside this.

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

DEVELOPMENT AND THE ECONOMY

76 Green Space Proposals for the Sovereign Street site

Further to Minute No. 48, 27th July 2011, the Director of City Development submitted a report advising of the progress made in respect of the development of the Sovereign Street green space proposal and which sought agreement of the next steps, including the broad concepts for the scheme; indicative budget parameters and the submission of the planning application. In addition, the report also included a summary of the consultation outcomes about the green space proposal and the programme and timetable for its development.

The Board provided its support for the proposals detailed within the submitted report and it was requested that young people were invited to be involved in the project's design and development.

RESOLVED –

- (a) That the progress made in respect of the green space proposals to date be noted.
- (b) That the concept design scheme for the new green space at Sovereign Street be approved and that the indicative budget parameter being used as a guide to the design work be noted.
- (c) That the submission of a planning application for the green space at Sovereign Street be approved.
- (d) That the injection of £2,500,000 into the Sovereign Street green space scheme, funded by the first call on any capital receipts generated from the Sovereign Street development, be approved.
- (e) That the outcome of the consultation undertaken to date be noted, and that the consultation proposals with key stakeholders scheduled prior to the planning application determination be approved.

77 Community Asset Transfer

Further to Minute No. 221(B), 7th March 2012, the Director of City Development submitted a report summarising the results of the consultation exercise undertaken in respect of the Community Asset Transfer Policy and presenting a final Community Asset Transfer Policy for approval.

Responding to an enquiry, officers undertook to provide the Member in question with details regarding the current position of all ongoing Community Asset Transfers throughout the city.

Members welcomed the progressive approach being taken by the Council in respect of Community Asset Transfers, and it was acknowledged that further work would be undertaken in order to ensure that the approach continued to be developed.

RESOLVED – That the Community Asset Transfer Policy and Framework documents, as appended at Appendix 1 and Appendix 2 to the submitted report, be approved for use in developing and considering Community Asset Transfers.

78 Stimulating Growth in Affordable Housing

The Director of City Development and the Director of Environment and Neighbourhoods submitted a joint report which outlined a proposed approach towards housing investment, combining a range of funding sources and investment models. Further to this, the report sought a number of approvals from the Board in order to facilitate the development of such an approach.

The Board provided its support for the proposals set out within the submitted report.

RESOLVED –

- (a) That the development of an investment programme, as illustrated within the submitted report, be approved, through a contribution of £9,400,000 over three years from the Housing Revenue Account, a contribution of £1,500,000 from the New Homes Bonus and the use of Right To Buy receipts, currently estimated to be £1,900,000 over three years.
- (b) That an injection of £1,500,000 and £800,000 into the capital programme from New Homes Bonus and Right To Buy receipts respectively, be approved.
- (c) That the development of the investment programme be delegated to the Directors of City Development and Environment and Neighbourhoods, in consultation with the Executive Member for Development and the Economy.

DATE OF PUBLICATION:

7TH SEPTEMBER 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:**
(5.00 P.M.)

14TH SEPTEMBER 2012

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 17th September 2012)

Draft minutes to be approved at the meeting
to be held on Wednesday, 17th October, 2012

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FORWARD PLAN OF KEY DECISIONS

Children and Families Scrutiny Board

1 October 2012 – 31 January 2013

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 October 2012 – 31 January 2013. A new Plan is issued on a monthly basis, but the Plan is updated as often as required during that month. Details of each key decision will be available to the public 28 clear days before the decision is due to be taken.

What is a Key Decision?

A Key decision, as defined in the Council's Constitution is an executive decision which is likely to:

- result in the Authority incurring expenditure or making savings over £250,000 per annum, or
- have a significant effect on communities living or working in an area comprising one or more wards.

Article 13 of the Council's Constitution provides more details about which decisions will be treated as key decisions.

What does the Forward Plan tell me?

The Plan gives information about:

- what key decisions are due to be taken in the next four months
- when those key decisions are likely to be made
- who will make those decisions
- what consultation will be undertaken
- the documents that will be considered by the decision maker and where these can be accessed, and how other documents which may become available to the decision maker at a later date can be requested

Who takes key decisions?

Under the Authority's Constitution, key decisions are taken by the Executive Board or Officers acting under delegated powers.

Who can I contact?

The contact details of a lead officer are provided for each key decision listed in the Plan. In addition, the last page of the Forward Plan gives a complete list of all Executive Board members. If you are unsure how to make contact, please ring Leeds City Council on 0113 222 4444 and staff there will be able to assist you.

How do I get copies of the documents being considered by the decision maker?

The Plan lists the documents (meaning any report or background papers, other than those only in draft form) which will be taken into consideration by the decision maker in relation to any key decision.

The agenda papers for Executive Board meetings¹, and the documents being considered by officers taking key decisions², are available five working days beforehand on the Council's website (using the links below) and from the following address:

Governance Services, 4th Floor West, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 39 52194 / Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

If you wish to obtain copies or extracts of any other listed documents you should contact the lead officer for the particular key decision named on the Plan. Other documents relevant to the key decision may be submitted to the

¹ <http://democracy.leeds.gov.uk/ieListMeetings.aspx?CId=102&Year=2012>

² <http://democracy.leeds.gov.uk/mgDelegatedDecisions.aspx?bcr=1&DM=4>

decision maker at any time before the decision is made. If you wish to receive details of those documents as they become available, please contact the lead officer for the particular key decision named on the Plan.

Sometimes the papers you request may contain exempt or confidential information. If this is the case, it will be explained why it will not be possible to make copies available.

Where can I see a copy of the Forward Plan?

The Plan can be found on the Leeds City Council website. The Plan will be issued once a month on or before the following dates, and will be updated as often as required between these dates:

| Publication date | Period covered by the Plan |
|-----------------------------------|--|
| Friday 31 st August | 1 st October 2012 – 31 st January 2013 |
| Wednesday 3 rd October | 1 st November 2012 – 28 th February 2013 |
| Friday 2 nd November | 1 st December 2012 – 31 st March 2013 |
| Monday 3 rd December | 1 st January 2013 – 30 th April 2013 |
| Thursday 3 rd January | 1 st February 2013 – 31 st May 2013 |
| Thursday 31 st January | 1 st March 2013 – 30 th June 2013 |
| Friday 1 st March | 1 st April 2013 – 31 st July 2013 |
| Tuesday 2 nd April | 1 st May 2013 – 31 st August 2013 |

About this publication

For enquiries about the Forward Plan of Key Decisions please e-mail: cxd.corporategovern@leeds.gov.uk or telephone: 0113 39 51712.

Visit our website www.leeds.gov.uk for more information on council services, departments, plans and reports.

This publication can also be made available in Braille or audio cassette. Please call: 0113 22 4444.

If you do not speak English and need help in understanding this document, please phone: 0113 22 4444 and state the name of your language. We will then make arrangements for an interpreter to contact you. We can assist with any language and there is no charge for interpretation.

(Bengali):-

যদি আপনি ইংরেজিতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে 0113 2243462 এই নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

(Chinese):-

凡不懂英語又須協助解釋這份資料者，請致電 0113 22 43462 並說明本身所需語言的名稱。當我們聯絡傳譯員時，請勿掛斷電話。

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की जरूरत है, तो कृपया 0113 224 3462 पर फ़ोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फ़ोन पर कुछ देर के लिए इंतज़ार करना होगा) और उस दौरान हम किसी इंटरप्रिटर (दुभाषिण) से संपर्क करेंगे।

(Punjabi):-

ਅਗਰ ਤੁਸੀਂ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਲੇਖ ਪੱਤਰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰ ਕੇ 0113 22 43462 'ਤੇ ਟੈਲੀਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਪਣੀ ਭਾਸ਼ਾ ਦਾ ਨਾਮ ਦੱਸੋ. ਅਸੀਂ ਤੁਹਾਨੂੰ ਟੈਲੀਫ਼ੋਨ 'ਤੇ ਹੀ ਰਹਿਣ ਲਈ ਕਹਾਂਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂਗੇ.

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 22 43462 پر فون کریں اور ہمیں اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ کو لائن پر ہی انتظار کرنے کیلئے کہیں گے اور خود ترجمان (انٹر پریٹر) سے رابطہ کریں گے۔

FORWARD PLAN OF KEY DECISIONS

For the period 1 October 2012 to 31 January 2013

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|--|---------------------------|---|--|--|
| Award of contract to Leeds Partnership Foundation Trust for the care and support services to adults with learning disabilities To invoke Contract Procedure Rule 31.4 (to allow waiver of Contract Procedure Rule 13). | Director of Adult Social Services | 1/10/12 | Department of Health requirement for 2011/12. The following boards were advised of the requirement: <ul style="list-style-type: none"> • Council Executive Board Report 2009 • Joint Commissioning Strategic Board April 2009 • Leeds Learning Disability Partnership Board 19 June 2009 | Report to the Director of Adult Social Services | Janet Wright, Joint Commissioning Manager janet.wright@leeds.gov.uk |
| Bereavement Services Charges To increase burial and cremation charges by 4.5%. | Director of Environment and Neighbourhoods | 1/10/12 | Executive Member for Environmental Services, Core City comparison. | Report to accompany delegated decision will be prepared in due course. | Sean Flesher, Head of Parks and Countryside sean.flesher@leeds.gov.uk |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|--|----------------------------------|--|--|--|
| Contract with Leeds Community Healthcare Request to waive Contracts Procedure Rule 13 and enter into a new contract with Leeds Community Healthcare. | Director of Children's Services | 1/10/12 | n/a | Waiver Report | Paul Bollom, Interim Lead Commissioner for Children's Services paul.bollom@leeds.gov.uk |
| Disabled Facilities Grant 2012/13 To grant authority to spend approx £6,670,000 for a category B capital scheme – Capital Scheme 98040, Category B DOD. Assistance for private residents city wide, towards the provision of adaptations to the home. | Director of Environment and Neighbourhoods | 1/10/12 | Consultations are ongoing with Executive Member for Environment and Neighbourhoods and regular Scrutiny Board reports. | Design and Cost Report and delegated decision report | Colin Moss, Adaptations Agency Manager colin.moss@leeds.gov.uk |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|--|---|---------------------------|---|--|---|
| <p>Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment</p> <p>Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1st March 2012 with the option to extend for a further 2 years if so required.</p> | <p>Director of Environment and Neighbourhoods</p> | <p>1/10/12</p> | <p>Parks and Countryside, Procurement Unit.</p> | <p>Tender Returns</p> | <p>Neil Evans, Director of Environment and Neighbourhoods</p> <p>neil.evans@leeds.gov.uk</p> |
| <p>Implementing a new children's services structure through the restructure of existing provision</p> <p>To take one or more decisions in connection with the proposals for the new structure including the restructure of existing provision.</p> | <p>Director of Children's Services</p> | <p>1/10/12</p> | <p>Staff, Trade Unions</p> | <p>Delegated Decision Report and relevant structure charts</p> | <p>Nigel Richardson, Director of Children's Services</p> <p>nigel.richardson@leeds.gov.uk</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|--|--|---------------------------|---|--|--|
| <p>Schools devolved formula capital budgets 2012/13 Approval to carry out capital works and incur expenditure at Leeds schools, to be funded by Devolved Formula Capital Grant.</p> | <p>Director of Children's Services</p> | <p>1/10/12</p> | <p>Schools (excluding VA schools and Academies)</p> | <p>Design and cost report</p> | <p>Charlotte Foley, Lead Officer for the Built Environment charlotte.foley@leeds.gov.uk</p> |
| <p>Troubled Families Programme Approval of initial spending profile for Troubled Families programme. Approximately £2.3 million will be made available to Leeds from the DCLG in 2012/13 to work with families to positively impact on a range of issues including worklessness, crime, anti-social behaviour and school attendance.</p> | <p>Director of Children's Services</p> | <p>1/10/12</p> | <p>Consultation on the direction of travel of the troubled families programme, including an outline of an options appraisal for spending have been presented to Corporate Leadership Team, Children's Service Leadership Team, Children's Trust Board, Safer Leeds Executive and the Troubled Families Programme Board.</p> | <p>Programme Board Mandate, Troubled Families Financial framework, Options Appraisal (to follow)</p> | <p>Jim Hopkinson, Head of Service - Targeted Services jim.hopkinson@leeds.gov.uk</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|--|--|---------------------------|---|---|---|
| <p>Youth Contract: Support for 16-17 year olds who are not in education, Employment or Training To approve £815k of fully funded expenditure into the Children's Services 12-13 budget.</p> | <p>Director of Children's Services</p> | <p>1/10/12</p> | <p>Elected Members</p> | <p>Funding Letter</p> | <p>Ken Morton, Head of Service - Young People & Skills ken.morton@leeds.gov.uk</p> |
| <p>Youth Inclusion Projects, Inclusion Service, Substance Misuse Treatment To agree the waiver of Contract Procedure Rule 13 to enter into contracts for the provision of: Youth Inclusion Projects; Inclusion Services; and Substance Misuse Treatment.</p> | <p>Director of Children's Services</p> | <p>1/10/12</p> | <p>Children's Services Directorate, Procurement Unit, Chief Officer Concerned</p> | <p>Proposals from the existing contracted providers</p> | <p>Iain Dunn, Strategic Category Manager iain.dunn@leeds.gov.uk</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|--|---------------------------|--|---|--|
| <p>Extension of existing contracts with four domiciliary care providers for the provision of Community Based Respite Care This Community Based Respite Care covers the whole Leeds City Council District. The service enables carers to have a weekly break from caring for their adult family members. To invoke Contract Procedure Rules 25.1 to extend the existing contracts for twenty four months from 1st November 2012 with Allied Healthcare, Czajka Community Care, CareUK, and Leeds Jewish Welfare Board.</p> | <p>Director of Adult Social Services</p> | <p>11/10/12</p> | <p>Service users have been consulted through a survey in April 2012.</p> | <p>Report to the delegated decision panel</p> | <p>Bridget Maguire, Carers Commissioning Officer bridget.maguire@leeds.gov.uk</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|--|---------------------------|---|--|--|
| <p>Jobs, skills and business opportunities through Council contracts The approval of a policy framework to include employment, skills and supply chain provisions within Council Procurement. The recession has impacted the number and type of jobs that are available to local people. The Council is well placed as a buyer of goods and services to promote employment, skills and supply chain opportunities within the contracting process and support communities within its area to access these.</p> | Executive Board Portfolio: Leisure and Skills | 17/10/12 | Key suppliers of a wide range of goods and services were consulted through the Scrutiny Board inquiry concluding in May 2012. | The report to be issued to the decision maker with the agenda for the meeting Scrutiny Inquiry Report of the Scrutiny Board (Sustainable Economy and Culture) "Maximising Powers to Promote, Influence and Create Local Employment and Skills Opportunities" | Sue Wynne, Chief Officer Employment & Skills sue.wynne@leeds.gov.uk |
| Leeds LGBT Friendly City To consider and approve options and proposals on how Leeds can be an LGBT Friendly City. | Executive Board Portfolio: Leader of Council | 17/10/12 | Individual options may be subject to consultation when approved | The report to be issued to the decision maker with the agenda for the meeting | Lelir Yeung, Head of Equality lelir.yeung@leeds.gov.uk |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|---|---------------------------|--|--|--|
| <p>Outcome of competitions for two new primary schools To determine the outcome of the competitions held to open two new primary schools.</p> | <p>Executive Board Portfolio: Children's Services</p> | <p>17/10/12</p> | <p>The competitions were approved following formal statutory consultation held 12 Sep – 11 Oct 2011. This included consultation with and members directly and through area committees, and with all other stakeholders. Following the competition, a statutory notice was published describing the bids received, and advertised to ward members and all other stakeholders. A public meeting was held during the notice period, to allow members of the public and other stakeholders to find out more about the bids. Information on the views expressed during that notice period form the basis of the report.</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Stuart Gosney, Capacity Planning and Sufficiency Lead stuart.gosney@leeds.gov.uk</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|--|----------------------------------|--|---|--|
| Garforth Leisure Centre Asset Transfer To determine the future of the Community Asset Transfer proposals for Garforth Leisure Centre | Executive Board Portfolio: Leisure and Skills | 17/10/12 | Ward Members , Executive Member | The report to be issued to the decision maker with the agenda for the meeting | Mark Allman, Head of Sport and Active Recreation |
| Tropical World Refurbishment To approve the design and cost report for the proposed Tropical World refurbishment. | Executive Board Portfolio: The Environment | 17/10/12 | Consultation will commence once Executive Board have agreed in principle to inject funds into a capital scheme | The report to be issued to the decision maker with the agenda for the meeting | Sean Flesher, Head of Parks and Countryside sean.flesher@leeds.gov.uk |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|--|--|---------------------------|---|--|---|
| <p>Award of contract for Targeted Information, Advice and Guidance (IAG) Service for young people The award of a contract to the successful applicant in the procurement of a Targeted IAG Service for young people. Contract for 1st April 2013- 31st March 2015, with 3 extension periods of 1 year.</p> | <p>Director of Children's Services</p> | <p>1/11/12</p> | <p>Children's Services Leadership Team – w/c 26/11/12. Consultation that has already taken place:</p> <ul style="list-style-type: none"> • An event for stakeholders, including elected members, to be involved in planning to shape the new service took place in January 2012. • A soft market testing exercise has been conducted with the market place to seek their views on contracting models. • Consultation took place with young people Feb – April 2012. • Consultation with voluntary sector representatives from Young Lives Leeds on 25th July 2012. | <p>Contract award report</p> | <p>Mary Brittle, Commissioning Programme Manager (Learning & Skills)</p> <p>mary.brittle@leeds.gov.uk</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|---|-------------------------------------|--|--|--|
| <p>Inclusion Support for Disabled children, young people and parent carers Request to award a 3(+1+1) year contract from 1st April 2013 for the provision of the Leeds Inclusion Support Service to the successful bidder following competitive tendering exercise</p> | <p>Director of Children's Services</p> | <p>1/11/12</p> | <p>Extensive consultation with stakeholders, including disabled children and their families has been undertaken. Further consultation will take place with providers as part of the procurement exercise. Regular briefings will take place for the Executive and Lead Member for Children's Services.</p> | <p>Delegated Decision Report</p> | <p>Paul Bollom, Interim Lead Commissioner for Children's Services</p> |
| <p>Transfer of Gypsy and Traveller site into the Housing Revenue Account The report sets out the proposals to transfer the income and expenditure of the Gypsy and Traveller site into the Housing Revenue Account</p> | <p>Director of Environment and Neighbourhoods</p> | <p>Between 1/11/12 and 30/11/12</p> | <p>Ward Members</p> | <p>EIA Screening</p> | <p>Megan Godsell, Housing Policy Manager megan.godsell@leeds.gov.uk</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|---|---|---------------------------|--|--|--|
| <p>Outcome of consultation on expansion of school places for 2014 Permission to publish statutory notices for the proposals</p> | <p>Executive Board Portfolio: Children's Services</p> | <p>12/12/12</p> | <p>The report will summarise the formal statutory 6 week consultation period held 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This includes area committees and all ward members city wide.</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Stuart Gosney, Capacity Planning and Sufficiency Lead stuart.gosney@leeds.gov.uk</p> |
| <p>Schools Funding - Changes to the way schools are funded To agree the new factors to approve school funding formula's</p> | <p>Executive Board Portfolio: Children's Services</p> | <p>12/12/12</p> | <p>Schools Forum, Governing Bodies</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Simon Darby, School Funding and Initiatives Team Leader</p> |

| Key Decisions | Decision Maker | Expected Date of Decision | Proposed Consultation | Documents to be Considered by Decision Maker | Lead Officer |
|--|---|---------------------------|--|--|--|
| <p>Outcome of consultation on expansion of school places for 2014 Permission to publish statutory notices for the proposals</p> | <p>Executive Board Portfolio: Children's Services</p> | <p>12/12/12</p> | <p>The report will summarise the formal statutory 6 week consultation period held 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This includes area committees and all ward members city wide.</p> | <p>The report to be issued to the decision maker with the agenda for the meeting</p> | <p>Stuart Gosney, Capacity Planning and Sufficiency Lead stuart.gosney@leeds.gov.uk</p> |

MEMBERSHIP OF THE EXECUTIVE BOARD

Executive Board Portfolios

Leader of Council

Deputy Leader and Executive Member for Children's Services

Deputy Leader and Executive Member for Neighbourhoods, Planning and Support Services

Executive Member for Leisure and Skills

Executive Member for Development and the Economy

Executive Member for the Environment

Executive Member Adult Social Care

Executive Member for Health and Well Being

Executive Member

Councillor Keith Wakefield

Councillor Judith Blake

Councillor Peter Gruen

Councillor Adam Ogilvie

Councillor Richard Lewis

Councillor Mark Dobson

Councillor Lucinda Yeadon

Councillor Lisa Mulherin

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

Scrutiny Board (Children and Families)

Young Carers: Working Group Meeting: 5th September 2012

Appendix 4

Tony Britten (co-optee) (TB)
Jacque Ward (co-optee) (JW)

Partner Organisation Representatives

Barnardo's – Sylvia Shatwell, Service Manager Willow Young Carers

Officers

Andrea Richardson – Head of Early Years Help Services

Paul Bollom – Head of Commissioning and Marketing Management

Sandra Newbould – (SN) Principal Scrutiny Advisor

Apologies Barbara Robinson – Principal Officer Childrens Commissioning

| No. | Item | Action |
|-----|--|--------|
| 1 | <p>Attendance</p> <p>The attendance and apologies as above were noted.</p> <p>The Chair welcomed everyone to the meeting.</p> | |
| 2 | <p>Matters Arising</p> <p>None</p> | |
| 3 | <p>Introduction</p> <p>The working group was established following a Call-in meeting of the Scrutiny Board (Children and Families) on the 7th of June 2012. The decision called in related to delegated decision LCC 13002: Young Carers, signed by the Director of Children's Services which effectively awarded a contract to Barnardo's with effect from the 1st of June 2012.</p> <p>The Scrutiny Board released the decision for implementation however specified that further work should be undertaken by the board to identify how the Council:</p> <ul style="list-style-type: none"> • identifies and engages with young people who are carers, • promotes the support available to those who may not have identified themselves as a young carer • Ensures young carers are given the support they need to succeed in school under difficult circumstances. | |

| | | |
|---|--|--|
| | <p>Members of the working group were provided with a report from the Director of Childrens Services ‘ Young Carers Working Group’ and a copy of the agreed minutes from the Call In meeting 7th June 2012. The report was presented to the working group by Andrea Richardson.</p> | |
| 4 | <p>Questions, Statements and Outcomes</p> <p>The working group was advised that it is estimated that there are approximately 4000 young carers in Leeds based on University of Nottingham research conducted in 2010.</p> <p>A range of support is provided to young carers by the Council and Partners to provide help and assistance by:</p> <ul style="list-style-type: none"> • Having a strong and supportive universal offer for children and young people that recognises the issues that young carers face. • Putting targeted services in place such as Family Intervention Services • Awareness raising • Working effectively with Adult Social Services and Health Services <p>Support for young carers needs to be delivered by a number of services from across the Council, particularly relating to adult social care, housing or benefit issues and consideration needs to be made about how decisions relating to adults will impact on a young carer.</p> <p>The Young Carers service commissioned by Children’s Services is delivered by Barnardo’s ‘Willows’ services.</p> <p>A strategy for all age carers is currently in development, which will encompass the support requirements for young carers.</p> <p><i>The working group made the following observations:</i></p> <ul style="list-style-type: none"> • <i>The working group felt that the all age carers strategy should be considered by the Scrutiny Board (Children and Families) before it is presented to Executive Board. – See recommendation 1</i> • <i>The working group asked what processes were in place to enable the systematic identification of young carers. It was identified that there is scope for stronger links between services and closer working, particularly Adult Social Care which will increase professional knowledge and understanding and better support to young carers – See recommendation 2</i> • <i>The requirement for a children’s impact assessment during council wide decision making processes to ensure decisions relating to adults have minimal negative impact for children and young people – See recommendation 5</i> | |

During the commissioning process consultation with young carers was undertaken to identify the views of young carers and what they wanted from a new service. 40 Children and young people participated.

The areas identified for improvement were discussed which included practical help and respite, better support in schools, young people friendly health services, youth service support and better IT solutions which enable mobile working.

The working group were advised of how support is advertised and about the additional information provided to young carers through the family hub, Willows Young Carers website and the 'Young Adult Carers' website.

The working group made the following observations:

- *The working group were advised that not all schools were taking up the services available to them through the 'Willows Young Carers' contract in order to support young carers in schools. – See recommendation 4*
- *To ensure adequate succession planning there should be a clear named link in every school with responsibility for working with Willow Young Carers.*
- *Children's Services professionals should have an understanding of Adult social Care respite criteria in order to assist young carers. – See recommendation 6*
- *That young carers have a facility where they can drop in for a break, support or advice. It was suggested that utilising Children's Centres could be explored further – See recommendation 7*
- *Targeted youth services support for young carers should be considered as part of the youth service review – To be raised in the October Youth Services Working Group meeting.*
- *Conventional school based education may not meet the learning needs of all young carers and therefore flexible IT solutions should be investigated – See recommendation 10*
- *The working group asked if educational outcomes are monitored for young carers to identify trends, inform targeted support and reduce the risk of NEET and were advised that specific tracking does not occur – See recommendation 3*
- *Advertising of support and services should be delivered through schools and trusted professionals. – See recommendation 9. In addition the working group felt that further work needed to be done to reassure young carers and those receiving care of the supportive role of Social Workers – See recommendation 8*

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| | <ul style="list-style-type: none"> • <i>The need for ongoing consultation and engagement with young carers to identify problems and develop solutions – See recommendation 11</i> | |
| 5 | <p>Further Action</p> <ul style="list-style-type: none"> • Minutes and Recommendation to be brought before the Scrutiny Board (Children and Families) in September 2012 for agreement. • Once agreed the recommendation to be presented in accordance with Scrutiny Procedure rules and feedback sought from relevant Directors and the Chief Executive. • Observations relating to Youth Services be communicated to the Youth Services Working Group at the October meeting by the Principal Scrutiny Advisor. | |



Desired Outcomes and Recommendation Summary – Young Carers

Desired Outcome – That the All Age Carers Strategy adequately reflects the support requirements of Young Carers

Recommendation 1 – That the Director of Childrens Services brings the All Age Carers Strategy before the Scrutiny Board (Children and Families) for consideration and input before the strategy is formally agreed.

Desired Outcome – A range of services are provided to those in receipt of care particularly Adult Social Care and Health Services with have a direct impact on the lives of Young Carers. Developing stronger links with other service providers and understanding the operational impact services will enable better support to Young Carers.

Recommendation 2 – That the Director of Childrens Services ensures stronger communication and operational links are established between service areas both internal and external to the Council and efforts are made to understand where necessary the service entitlements for those in receipt of care.

Desired Outcome – Tracking the academic achievement of Young Carers will enable educational support to be targeted more effectively.

Recommendation 3 – That the Director of Children’s Services tracks and records educational outcomes for known Young Carers to ensure support can be targeted and that a proactive approach can be adopted to prevent Young Carers from becoming NEET.

Desired Outcome – All schools are utilising the resources available to them to provide comprehensive support to Young Carers

Recommendation 4 – That the Director of Children’s Services ensures that the Governors and Head teachers of all state maintained schools are aware of the contracted service provided by Barnardo’s and that the school is engaging with Barnardo’s to utilise the resources available them in order to support Young Carers.

Desired Outcome – That the council introduces a policy of conducting a Childrens Impact Assessment in its decision making processes to ensure detrimental and negative impacts are minimised.

Recommendation 5 – That the Chief Executive introduces an assessment process where the impact of decision making on Children is a consideration in all formal decision making processes.

Desired Outcome – To provide respite care for those who are looked after by Young Carers

Recommendation 6 – That the Director of Children’s Services ensures practitioners providing advice to Young Carers understand the criteria for Adult respite care and can assist in facilitating this provision on behalf of young carers and their families.

Desired Outcome – To provide a safe and welcoming environment for Young Carers to enable them to take a break from those who they care for.

Recommendation 7 – That the Director of Childrens Services explores how current facilities could be utilised to provide an environment where Young Carers can ‘drop in’, have a break or access help and advice.



Desired Outcomes and Recommendation Summary – Young Carers

Desired Outcome – The positive promotion of the role of the Social Worker as a supporting professional, breaking down barriers for accessing services and removing perceptions that engagement with Social Services would result in the removal of a child.

Recommendation 8 – That Director of Children's Services considers the myths, assumptions and preconceptions that Young People and their Parents may have which presents barriers to accessing Social Services and implements a plan for positive promotion of this service.

Desired Outcome – Raise awareness of the support available to Young Carers and provide young people with access to practitioners who will be able to give advice or support. Practitioners who come into contact with Young Carers are provided with the training necessary to facilitate the provision of information, advice, guidance and support.

Recommendation 9 – That the Director of Children's Services facilitates promotional activities and literature via schools and places where young people meet which raises awareness about the support available for Young Carers. In addition, also ensures practitioners who come into contact with Young Carers are adequately trained to provide the support and information they may require.

Desired Outcome – Provide access to ICT equipment to enable Young Carers to study from the home environment or from facilities that have accessible ICT equipment outside of school hours.

Recommendation 10 – The Director of Children's Services investigates access to the provision of ICT equipment which will facilitate flexible learning and home working.

Desired Outcome – Ongoing consultation and engagement with Young Carers to identify universal educational and welfare problems and establish support mechanisms. In addition feedback should be provided to demonstrate that their input has resulted in positive outcomes.

Recommendation 11 – That the Director of Children's Services establishes a mechanism for ongoing consultation with Young Carers building on the event undertaken when devising the contract, which will enable the identification of further areas of improvement and facilitate feedback to those who have participated.

DRAFT

**Scrutiny Board (Children and Families)
Young Carers Working Group Recommendations
5th September 2012**

www.scrutiny.unit@leeds.gov.uk



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