



SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 14th February, 2013 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)
- Vacancy - 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

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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 - 17TH JANUARY 2013

1 - 6

To confirm as a correct record, the minutes of the meeting held on 17th January 2013.

7

WELFARE REFORM AND CHILD POVERTY

7 - 52

To receive and consider the report of the Head of Scrutiny and Member Development which facilitates the tracking of recommendations made in the Raising Aspirations and Combating Child Poverty Inquiry report and promotes debate about Welfare Reform and the impact this will have on Children, Families and Children's Services.

8

PROGRESS REPORT ON THE REPLACEMENT OF CHILDREN'S SERVICES (CHILDREN'S SOCIAL WORK SERVICE) ELECTRONIC SOCIAL CARE RECORDS SYSTEM (ESCR)

53 -
60

To receive and consider the report of the CSCs project which provides an update to the Scrutiny Board on the progress of the implementation of a new information and case management system for Children's Social Work service, to replace the current in-house system named ESCR.

9

WORK SCHEDULE

61 -
96

To receive and consider a report from the Head of Scrutiny and Member Development outlining the Scrutiny Board's work schedule for the remainder of the current municipal year.

10

DATE AND TIME OF NEXT MEETING

Thursday, 14th March 2013 at 9.45am.
(Pre-meeting for all Board Members at 9.15am.)

Agenda Item 6

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 17TH JANUARY, 2013

PRESENT: Councillor J Chapman in the Chair

Councillors B Gettings, C Gruen,
M Harland, A Khan, A Lamb, P Latty,
M Rafique, K Renshaw, A Sobel and B Urry

CO-OPTED MEMBERS (VOTING):

Mr E A Britten – Church Representative (Catholic)

Ms A Craven – Parent Governor Representative (Primary)

Ms J Ward – Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING):

Ms C Foote – Teacher Representative

Ms C Raftery – Teacher Representative

Mrs S Hutchinson – Early Years Representative

93 Chair's Opening Remarks

The Chair welcomed all in attendance to the January meeting of the Scrutiny Board (Children and Families).

94 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept the following late item:

- Scrutiny Inquiry into Private Fostering (Minute No. 101 refers)

The document was not available at the time of the agenda despatch, but subsequently made available to the public on the Council's website prior to the meeting.

95 Declaration of Disclosable Pecuniary and Other Interests

Ms A Craven declared a significant other interest in agenda item 10, 'Progress report on the remodelling of the CAF and the objectives to be achieved by this', in her capacity as Vice-Chair of Leeds Autism Behaviour and Communications Group. (Minute No. 102 refers)

96 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillor A Hussain and co-opted Member, Ms T Kayani. Notification had been received that Councillor M Harland was to substitute for Councillor A Hussain.

The Chair informed the Scrutiny Board that Ms N Cox had resigned as Parent Governor Representative (Special). The Chair thanked Ms N Cox for her hard work and positive contribution to the Board's work.

97 Minutes - 13 December 2012

RESOLVED – That the minutes of the meeting held on 13 December 2012 be approved as a correct record.

98 Matters Arising from the Minutes

Minute No. 56 – The Development of All-Through Schools at Carr Manor and Roundhay

The Chair reported that the Leader of the Council wished to convey his thanks to the Scrutiny Board for the excellent work that had been undertaken in relation to revised cost issues associated with the development of all-through schools at Carr Manor and Roundhay.

Minute No. 89 – Recommendation Tracking – External Placements

The Deputy Director (Safeguarding, Specialist and Targeted Services), advised that there had been a reduction in the number of looked after children. The current figure was 1,392.

The Deputy Director (Safeguarding, Specialist and Targeted Services) provided a brief update on the recruitment of foster carers. Members were advised that there had been a net gain of 7. The Deputy Director undertook to provide the Scrutiny Board with further information about the number of foster carers recruited.

99 Chief Executive and Director's Response to Scrutiny - Young Carers

The Chief Executive and Director of Children's Services submitted a report which responded to recommendations made by the Scrutiny Board (Children and Families) in relation to young carers.

The following officers attended the meeting and responded to Members' questions and comments:

- Steve Walker, Deputy Director (Safeguarding, Specialist and Targeted Services), Children's Services
- Paul Bollom, Head of Strategy and Commissioning, Children's Services
- Barbara Robinson, Family Information Service Manager, Children's Services
- Sylvia Shatwell, Manager of Banardo's Willow Young Carers.

The key areas of discussion were:

- The types of support provided by clusters to young carers.

- The role of schools in developing support frameworks.
- Development of an evidence based screening toolkit.
- Clarification sought about the types of support provided to young carers looking after 0-5 age group. Officers agreed to report back with further information, particularly about the role of Children's Centres.
- Possible development of existing mentoring provision.
- Concern about the need to develop provision for young carers across the city.
- The role of Elected Members and school governors in identifying young carers in need of support.

RESOLVED – That the responses to the recommendations be noted.

(Councillor A Khan joined the meeting at 10.07am during the consideration of this item.)

100 Recommendation Tracking - Services for Children with Disabilities, SEN and Additional Health Needs - Inquiries into Service Redesign

The Head of Scrutiny and Member Development submitted a report which outlined the progress made in relation to recommendations arising from the scrutiny review into services for children with disabilities, special educational needs and additional health needs.

Appended to the report was a copy of the recommendation tracking flowchart and recommendation tracking table.

The following officers attended the meeting and responded to Members' questions and comments:

- Steve Walker, Deputy Director (Safeguarding, Specialist and Targeted Services), Children's Services
- Barbara Newton, Head of Complex Needs, Children's Services.

The status of recommendations were agreed as follows:

- Recommendation 1 – achieved
- Recommendation 2 – not achieved. Progress made acceptable. Continue monitoring
- Recommendation 3 – achieved
- Recommendation 4 – not achieved. Progress made acceptable. Continue monitoring
- Recommendation 5 – achieved
- Recommendation 6 – not achieved. Progress made acceptable. Continue monitoring
- Recommendation 7 – not achieved. Progress made acceptable. Continue monitoring
- Recommendation 8 – not achieved. Progress made acceptable. Continue monitoring

- Recommendation 9 – not achieved. Progress made acceptable. Continue monitoring
- Recommendation 10 – not achieved. Progress made acceptable. Continue monitoring
- Recommendation 11 – not achieved. Progress made acceptable. Continue monitoring.

RESOLVED –

- (a) That the contents of the report and appendices be noted
- (b) That the Scrutiny Board approves the status of recommendations as set out above.

(Councillor A Khan withdrew from the meeting at 10.55am during the consideration of this item.)

101 Draft Scrutiny Inquiry Final Report - Private Fostering

The Head of Scrutiny and Member Development submitted a report which asked Members to consider and agree the Scrutiny Board's report following its inquiry into private fostering.

The following officers attended the meeting and responded to Members' questions and comments:

- Steve Walker, Deputy Director (Safeguarding, Specialist and Targeted Services), Children's Services
- Val Hales, Deputy Service Manager (Fostering and Adoption), Children's Services.

Members were advised about some minor amendments to the draft scrutiny inquiry final report in relation to the Leeds Safeguarding Children Board (LSCB) audit and private fostering staffing levels.

RESOLVED – That subject to the above amendments, the Scrutiny Board's report following its inquiry into private fostering, be approved.

102 Progress report on the remodelling of the CAF and the objectives to be achieved by this

The Deputy Director of Children's Services (Safeguarding, Specialist and Targeted Services) submitted a report which provided an update on progress made over the last 12 months in relation to the Common Assessment Framework (CAF) and outlined plans to develop CAF in future.

The following officers attended the meeting and responded to Members' questions and comments:

- Steve Walker, Deputy Director (Safeguarding, Specialist and Targeted Services), Children's Services

- Jim Hopkinson, Head of Service (Targeted Services), Children's Services
- Mary Armitage, Head of Service (Integrated Processes).

The key areas of discussion were:

- Improvements to the Common Assessment Framework (CAF). Information now held centrally and forms more user friendly.
- The evaluation of the process by Dr Mark Peel.
- The requirement for families to tell their stories due to a more comprehensive approach.
- One of the main issues was the capacity of practitioners to meet and discuss individual cases.
- Improvements were needed to publicise Integrated Processes as a central point of contact.
- Development of the Common Internal Record (CIR) across different settings.

RESOLVED – That the contents of the report be noted.

(Councillor A Khan re-joined the meeting at 11.30am during the consideration of this item.)

103 Directors Response to Scrutiny - Private Care Homes

The Director of Children's Services and Director of City Development submitted a joint report which responded to the recommendations made by the Scrutiny Board inquiry into Safeguarding Children – Private Care Homes, published on 8th November 2012.

Appended to the report was a guidance note in relation to planning permission for children's homes C2 or C3.

The following officers attended the meeting and responded to Members' questions and comments:

- Steve Walker, Deputy Director (Safeguarding, Specialist and Targeted Services), Children's Services
- Martin Sellens, Head of Planning Services, City Development.

Officers agreed to provide the Scrutiny Board with a list of Private Care Homes and the locations.

RESOLVED – That the proposed responses outlined in the report, be approved.

104 Work Schedule

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

Appended to the report for Members' information was the current version of the Board's work programme, an extract from the Forward Plan of Key Decisions from January 2013, together with the minutes of the Executive Board meeting held on 12 December 2012.

RESOLVED – That the work schedule be approved.

(Councillors M Rafique and K Renshaw withdrew from the meeting at 11.55am during the consideration of this item.)

105 Date and Time of Next Meeting

Thursday, 14th February 2013 at 9.45am with a Pre Meeting for Board Members at 9.15am

(The meeting concluded at 11.56am.)

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 14th February 2013

Subject: Welfare Reform and Child Poverty

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

Summary of main issues

1. Poverty is the root of most poor outcomes for children and blights the life of too many children in Leeds. Poverty lies behind the common factors for poor outcomes and must continue to be addressed in order to narrow the gap between the most and least advantaged children, young people and families in the city. The Scrutiny Board (Children's Services) therefore decided to undertaken an inquiry around the themes of raising aspiration and combating child poverty. At its meeting in June 2012, the Scrutiny Board (Children and Families) agreed the final inquiry report summarising its observations, conclusions and recommendations. A recommendation tracking report (appendix A) is brought before the Scrutiny Board to facilitate review of progress against the recommendations.
- 2 The Welfare Reform Act 2012 received royal assent on the 8th of March 2012. As a result the welfare benefits system is changing from April 2013. An advice booklet outlining the main changes is attached as appendix B. The Scrutiny Board has already raised matters of concern in previous meetings about the anticipated impact of welfare reforms and the pressures likely to be faced by vulnerable children and families. The Scrutiny Board recognises that welfare reform is likely to increase the number of families living in poverty and have previously raised concern about the implications for Childrens Services in terms of resources and service planning.

Recommendations

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

- Consider the Recommendation Tracking – Combating Child Poverty and Raising Aspirations Report paying due regard to the recommendations detailed in section 3.
- Note the content of this report in order to promote debate about welfare reform and the implications for Children, Families and Childrens Services in Leeds.
- Identify if the Scrutiny Board will conduct any further investigation
- Make recommendations as the Scrutiny Board deems appropriate.

1 Purpose of this report

- 1.1 The purpose of this report is to review progress against recommendations made in the Raising Aspirations and Combating Child Poverty Inquiry. In addition the purpose of this report is to promote debate about the implications of welfare reform and the impact on child poverty.

2 Background information

- 2.1 Poverty is the root of most poor outcomes for children and blights the life of too many children in Leeds. Poverty lies behind the common factors for poor outcomes and must continue to be addressed in order to narrow the gap between the most and least advantaged children, young people and families in the city. The Scrutiny Board (Children's Services) therefore decided to undertake an inquiry around the themes of raising aspiration and combating child poverty. At its meeting in June 2012, the Scrutiny Board (Children and Families) agreed the final inquiry report summarising its observations, conclusions and recommendations

- 2.2 The Welfare Reform Act 2012 received royal assent on the 8th of March 2012. As a result the welfare benefits system is changing from April 2013. The Scrutiny Board has already raised matters of concern in previous meetings about the anticipated impact of welfare reforms and the pressures likely to be faced by vulnerable children and families. The Scrutiny Board recognises that welfare reform is likely to increase the number of families living in poverty and have previously raised concern about the implications for Children's Services in terms of resources and service planning.

- 2.3 In addition to the general public information booklet a cross-sector Welfare Reform Strategy Board has been set up to oversee the preparations for the welfare reforms. The key aims of the Board include ensuring that affected tenants are aware of the changes and the impacts and that the most vulnerable tenants are identified for specific support. The terms of reference for the Welfare Reform Board are attached at appendix C.

- 2.4 The Scrutiny Board (Resources and Council Services) is currently conducting a wider review into welfare benefit changes and managing the implications of under occupancy and council tax changes in Council or Housing Association properties. The purpose of that review is to consider the likely effects of these benefit changes on *those people deemed to be living in property with more bedrooms than they need*. The Scrutiny Board (Resources and Council Services) will be considering the following specific areas therefore the Children and Families Scrutiny Board do not need to consider:

- How the Council responds to those tenants who fall into financial arrears due to the changes
- The consequences of the Council's approach to the management of financial arrears on other Council policies, for example the Lettings policy and tenant strategy

- The consequences of the Council's approach to the management of financial arrears on the potential rise in homelessness and the reduction in accommodation available for the most vulnerable
- The consequences of the Council's approach to the management of financial arrears on the finances of the Council and major precepting authorities and the implications for the Housing Revenue Account
- local measures to deal with the potential consequences of the reforms, such as the encouragement of sound financial management through information, advice and education

3 Main issues

3.1 This report is to facilitate the review of progress against recommendations made in the Raising Aspirations and Combating Child Poverty Inquiry. The recommendation tracking report is attached as appendix A.

3.1 In addition to tracking recommendations made during the previous Child Poverty inquiry the Scrutiny Board may wish to take the opportunity to debate the implications of welfare reform, due to come into effect April 2013 and the impact this will have on children and families living in poverty and the implications for Childrens Services. The Scrutiny Board may wish to clarify and discuss:

- The work done to identify those vulnerable families who will be affected by welfare reforms particularly those involved in the Families First programme.
- The impact welfare reform may have on those children leaving care and finding suitable affordable housing.
- Migration - In order to alleviate housing costs families may be forced to move to areas where there is cheaper housing. This may raise issues with sufficiency and capacity planning for early years and school places. Safeguarding may also be a greater challenge where the population is transient.
- Anticipated budget pressures of welfare reform on Childrens Services Budgets from 2012- 13 onwards. The potential for greater demand for support under Section 17 of the Childrens Act 1989 and on intervention budgets in general. Identification of risk and the provision made to supplement such budgets going forward to meet anticipated demand.
- Welfare reforms - the eligibility for free school meals and the impact on pupil premium.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 No consultation was required for the purpose of this report. The Director of Resources advised the Scrutiny Board (Resources and Council Services) on the 19th of November 2012 that various consultation exercises have taken place in relation to a number of the welfare reforms. This has ranged from comprehensive

public consultation exercises through to engagement activity with support workers, including voluntary and advice agencies.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Welfare reforms will have an impact on a number of people claiming benefits.

4.3 Council policies and City Priorities

4.3.1 Reducing child poverty will assist in achieving outcomes and priorities as defined in the Children and Young Peoples Plan 2011 - 2015

4.4 Resources and value for money

4.4.1 There are no implications for resources and value for money arising from this report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications, access to information or call in implications arising from this report.

4.6 Risk Management

4.6.1 Activity in preparing for the welfare reforms reduces the risk that tenants and customers will be unaware of the reforms and their impact. Some vulnerable families with children will inevitably face financial hardship and pressures in adjusting to the new benefits system.

5 Conclusions

5.1 The Scrutiny Board (Children and Families) recognise that poverty is the root of poor outcomes for Children and therefore will actively contribute to reducing this through regular monitoring of services for children and their families.

6 Recommendations

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

- Consider the Recommendation Tracking – Combating Child Poverty and Raising Aspirations Report paying due regard to the recommendations detailed in section 3.
- Note the content of this report in order to promote debate about welfare reform and the implications for Children, Families and Childrens Services in Leeds.
- Identify if the Scrutiny Board will conduct any further investigation
- Make recommendations as the Scrutiny Board deems appropriate.

7 Background documents¹

7.1 None

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

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 14 February 2013

Subject: Recommendation Tracking – Combating Child Poverty and Raising Aspirations - Appendix A

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

Summary of main issues

1. This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review in Combating Child Poverty and Raising Aspirations published on the 20th June 2012.
2. The Scrutiny recommendation tracking system allows the Scrutiny Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

Recommendations

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

1 Purpose of this report

- 1.1 This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review into Combating Child Poverty and Raising Aspirations.

1 Background information

- 2.1 Poverty is the root of most poor outcomes for children and blights the life of too many children in Leeds. Poverty lies behind the common factors for poor outcomes and must continue to be addressed in order to narrow the gap between the most and least advantaged children, young people and families in the city. The Scrutiny Board (Children's Services) therefore decided to undertake an inquiry around the themes of raising aspiration and combating child poverty.
- 2.2 At its meeting in June 2012, the Scrutiny Board (Children and Families) agreed the final inquiry report summarising its observations, conclusions and recommendations.
- 2.3 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.
- 2.4 The Directors Response was presented to the Scrutiny Board at the meeting on the 26th of July 2012.

2 Main issues

- 3.1 A standard set of criteria has been produced to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 3.2 To assist Members with this task the Principal Scrutiny Adviser, in liaison with the Chair, has given a draft status for each recommendation. The Board is asked to confirm whether these assessments are appropriate and to change them where they are not. Details of progress against each recommendation is set out within the table at Appendix 2.

3 Corporate Considerations

3.1 Consultation and Engagement

- 3.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at Appendix 2.
- 3.1.2 The Executive Board Member for Children's Services has been consulted on the response to the recommendations.

3.2 Equality and Diversity / Cohesion and Integration

3.2.1 Where consideration has been given to the impact on equality areas, as defined in the Council's Equality and Diversity Scheme, this will be referenced against the relevant recommendation within the table at Appendix 2.

3.3 Council Policies and City Priorities

3.3.1 This section is not relevant to this report.

3.4 Resources and Value for Money

3.4.1 Details of any significant resource and financial implications linked to the Scrutiny recommendations will be referenced against the relevant recommendation within the table at Appendix 2.

3.5 Legal Implications, Access to Information and Call In

3.5.1 This report does not contain any exempt or confidential information.

3.6 Risk Management

3.6.1 This section is not relevant to this report.

4 Conclusions

5.1 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations. Progress in responding to those recommendations arising from the Scrutiny review into Combating Child Poverty and Raising Aspirations is detailed within the table at Appendix 2 for Members' consideration.

5 Recommendations

6.1 Members are asked to:

- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.
- Note the recommendations where satisfactory progress is being made.

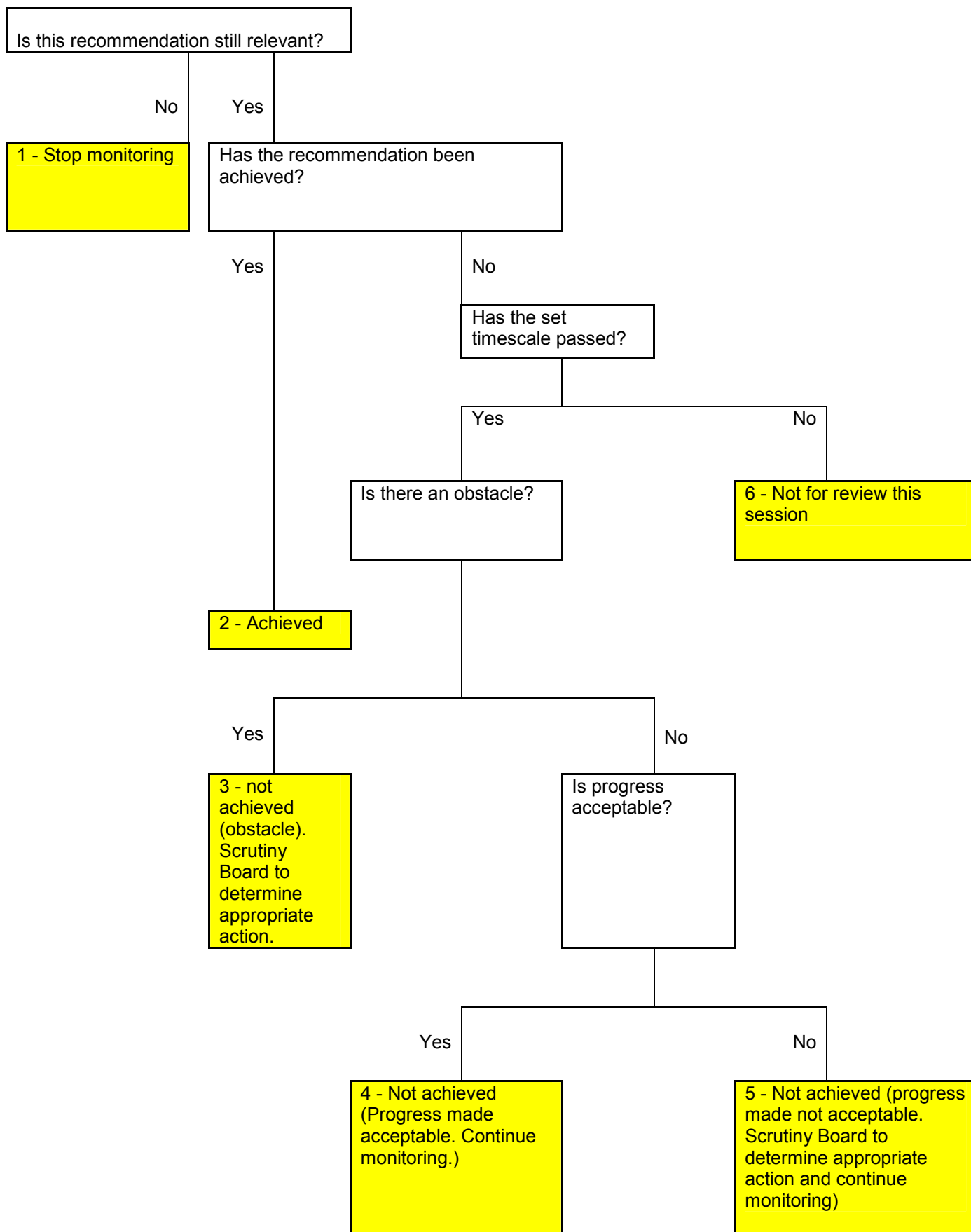
6 Background documents¹

6.1 Report of the Head of Scrutiny and Member Development to the Children and Families Scrutiny Board – Scrutiny Inquiry Final Report Combating Child Poverty and Raising Aspirations, 20th June 2012

6.2 Report of the Director of Children's Services to the Children and Families Scrutiny Board 'Response to Scrutiny Inquiry Final report - Combating child poverty and raising aspirations' 26th July 2012.

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

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



Review of Combating Child Poverty and Raising Aspirations Inquiry (June 2012)

Categories

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

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 1 - That the Director of Children's Services provides us with an initial update on progress with the Child Poverty Strategy when he brings the formal response to our recommendations in July 2012.</p>	<p>Directors Response The Child Poverty group will produce a formal response on progress for the Scrutiny Board (Children and Families) in July 2012.</p> <p>Current Position:</p> <p>An update on the Child Poverty Strategy and the national consultation on the definition and measurement of child poverty can be found in the recent report to the Children's Trust Board (CTB) on February 1, attached as a separate paper to this appendix. An update on the four blocks of the Leeds Child Poverty Strategy can be found on pages 5-10 of the CTB report.</p> <p>The report includes a short section on the impact of welfare reforms, see paragraphs 3.6-3.7. Clearly, the cumulative impact of these reforms, other austerity measures and changes to the local government funding pose a significant risk in terms of an increase in</p>	<p>2</p> <p>Child Poverty Strategy to remain a regular agenda item for Scrutiny</p>	

child poverty. It is hard to be specific about impact but broad conclusions are possible.

Leeds is seeing a growth in Food banks which provide temporary respite for families who find themselves unable to provide essentials. We know that there are 2 under development, one established and one under consideration. Provided by the voluntary sector they are supported by the [Trussell organisation](#). The Trussell organisation has a specific concern about the impact of changes to [the social fund](#). They are concerned about meeting increased demand in a climate where there are reduced resources available. They are therefore happy to work with local authorities, but also wish to maintain their independence and focus on crisis intervention, and would not wish to be seen as a substitute for mainstream welfare funding.

The primary reason for children becoming subject to Child Protection Plans or becoming 'Looked-after' by the local authority is 'abuse or neglect'. These situations are generally linked to parental mental health issues, domestic violence and/or parental substance misuse. Underlying risk factors in families include fractured parenting (children not living with both of their natural parents); parental unemployment/ household living on benefits and overcrowded/inappropriate living accommodation. There is a significant risk, associated with all of the changes to the benefit system that households will become more stretched leading to an increase in social care referrals and caseloads.

An increase in personal debt is also a clear and significant risk to children, young people and their families. And given the role of affordable housing in tackling child poverty, then welfare reform changes pose further risks. In Leeds 14,200 households with children will lose an average of £2.61 per week as a result of the replacement of Council Tax Benefit with localised Council Tax

	<p>support schemes. (Overall a total of 27,000 people will pay more and an additional 7,000 will have to pay for the first time as the result of the changes). Reductions in housing benefit for ALMO and Housing Association tenants assessed as having too many bedrooms affect just over 6,700 and 1,500 people respectively. Of these 1,633 and 552 respectively are households with children.</p>		
<p>Recommendation 2 - That the Director of Children's Services reports to us within three months on how the council and its partners are seeking to ensure the continued viability of money advice and credit union facilities within the city.</p>	<p>Directors Response: A Community Development Finance Institution (CDFI) has been established in Leeds, in order to expand the availability of affordable financial services to low income households. Credit union increased membership in Quarter 4 and total number of members was 25,334 (of which 159 are new and 4,380 are junior). 1,206 loans were granted to financially excluded groups in Quarter 4 valued at £459,671. The set up costs for a telephone advice gateway with one common phone number for use across all advice agencies has been funded.</p> <p>Current Position:</p> <p>See pages 5-6 of the attached report to the CTB on February 1. Plus some latest figures for credit union activity: Credit union increased membership for quarter ended December 2012 and total number of members was 25,826 (of which 118 are new and 4,295 are junior). 2,359 loans were granted to financially excluded groups in this quarter valued at £946,179.</p>	2	
<p>Recommendation 3 - That the Director of Children's Services reports back to us within three months on how he will ensure that workforce development plans are in place to increase front-line</p>	<p>Directors Response: The Child Poverty Strategy group has advised the Welfare Reform Strategy Group to ensure that factors affecting child poverty and the workforce needs are taken account of in the Council's preparations for Universal Credit changes, including</p>		

<p>staff's ability to recognise needs such as debt advice and fuel poverty and signpost people appropriately.</p>	<p>training the workforce. Training sessions available across the city for front line staff. Briefing sessions at Children's Trust Board Workforce Reform and Practice Development sub group, Children's Services leadership team and for cluster staff have taken place.</p> <p>Current Position:</p> <p>The Children's Services Workforce Development team will be running a series of roadshows around the city in June and July. Issues of child poverty (including free school meals, debt advice and fuel poverty) will be addressed in these roadshows along with guidance on signposting for more detailed information and advice.</p> <p>The Welfare Reform Strategy Board has implemented a range of activity preparing for the April 2013 reforms. This includes briefings for front line staff working for the Council or other key partners.</p> <p>There is also a city wide review of the provision and commissioning of advice services. See separate paper attached to this appendix.</p>	4	
<p>Recommendation 4 - That the Director of Children's Services reports back to us in three months on how the concerns raised about information sharing can be addressed.</p>	<p>Directors Response: An information sharing agreement has been formally agreed between Leeds Community Health Trust and Children's Services around sharing data around all families under 5 years. As a direct result of this there has been a significant increase in registration of under 2 year olds in Children's Centers from around 30% to 60% and the identification of 2 year olds for vulnerable children's places is meeting the increased targets from 280 to place to 680 places by April next year</p> <p>Current position:</p> <p>The target is now for 1,000 additional places by March 2013, rising to 2,500 in March 2014. Part of the Council's work on the</p>	4	

	<p>Budgetplus proposals is to maximise the opportunities to ensure a cost efficient and effective service is developed from the expansion of early learning for disadvantaged 2-year olds.</p>		
<p>Recommendation 5 - That the Director of Children's Services reports back to us within three months on what is being done to increase the proportion of children and young people eligible for free school meals who are registered for this entitlement.</p>	<p>Directors Response: An OBA workshop on Free School Meals was successfully undertaken on 22 February with partner actions identified. A Free School Meals Working Group has been established to implement the outcomes of the workshop. The first meeting took place on 12th June and was very well attended by school academies and other stakeholders. Draft terms of reference have been drawn up.</p> <p>Free school meal uptake is reported on a financial year basis. Results for 2011/12 are currently being finalised. They are likely to be inline with 2010/11 for primary schools with an increase in uptake in secondary schools.</p> <p>Current position: Leeds FSM take-up is consistently below national levels, with around 5,000 children and young people not taking their entitlement. In the 2011-12 financial year the gaps to national continued to narrow at secondary, but increased significantly at primary.</p> <p>Data for 2011/12 shows take up in Primary at 76.7% (76.6%) in Leeds compared to 81.8% (79.8%) nationally, and take up in</p>	<p>4</p>	

	<p>secondary at 68.9% (67.1%) in Leeds compared to 70.6% (69.3%) nationally. Brackets show 10/11 figures.</p> <p>Key areas in the FSM Working group action plan include:</p> <ul style="list-style-type: none"> • Catering services in new schools • Meetings with catering contractors • Head teacher control over catering contracts • Inclusion of FSM issues in regular programme of meetings between Head teachers and School improvement advisers • Nomination of school governor FSM champions • Identification of FSM champion schools who can share best practice • Inclusion of FSM issues in cluster business planning • Training and advice for family support workers • Publicity campaigns 		
<p>Recommendation 6 - That the Director of Children's Services reports back to us within three months on the potential for the Child Poverty Strategy to engage with private sector housing providers on a similar model to social housing providers in combating the effects of poverty.</p>	<p>Directors Response: Good attendance and engagement from housing has been secured for the Child Poverty Strategic group and the Head of Housing Support is attending the new Children's Access to Service Panel (South). The Children and Young People's Housing Plan has been made available for comment to children and young people's 'focus' groups.</p> <p>Although there are some good examples of Housing Services, Leeds ALMO and CSW working imaginatively to put in place housing options that keep families together and help children to thrive, such action is not universally embedded. The Children and Young People Housing Plan will roll out such good practice.</p> <p>Current Position: Effective partnering work between Housing Services and Social Work services in the South and West wedges have been developed with named officers in Housing Services providing a ready access</p>	4	

	<p>point for Social Workers working with families who are in housing need. Priority awards for re-housing and financial interventions have been made to facilitate re-housing. Two recent examples include the re-housing of two families each with 8 plus children, where there was a risk of care placement: for one family by covering a bond/rent in advance payment to access a private rented tenancy and the second by purchasing furniture after a priority award led to a council housing let. There is work to do to develop comparable partnering arrangements in the east of the city. Housing Services and Children's Services are jointly funding a Housing Prevention Fund for Children that covers the cost of interventions as described above. The key criteria is that a failure to fund an intervention could result in higher costs being incurred: such as care placements. Housing Services is also working with the Children's Disability Team to provide a case work response around the two housing pathways of helping families stay in their existing homes, through adaptations, or make a planned move to alternative accessible housing. The Housing Prevention Fund is being used for such cases and agreement has been reached to jointly fund adaptation funds above the mandatory cap of £30k.</p>		
<p>Recommendation 7 - That the Director of Children's Services makes more information about services for children and families available at One Stop Centres.</p>	<p>Directors Response: There is increased Jobshop presence in One Stop Centres in support of the Universal Credit pilot activity. There has been a reinstatement of the £35,000 of funding for Children's Centre advice service following the original cut in funding. This should hopefully result in service being provided from a further 7 centres from October 2012 in addition to the 13 originally planned for 2012/13. The Children's Centres Advice Service is to receive ongoing funding in 2012/13 and it is proposed that this will become a permanent funding stream managed via the Advice Agencies Grant. The mainstreaming of the funding provides an opportunity to make longer term plans for the service, ensuring that as many clients as</p>		

	<p>possible benefit from it with the reduced level of resource available.</p> <p>A mail out has been completed to approximately 9,500 households who are likely to be eligible for the Government Warm Front scheme to try and increase take-up of heating and insulation measures through that scheme whilst still available. We are currently promoting 'Wrap up Leeds' free loft and cavity wall insulation scheme, which is available to everyone, but also targeted at areas of low income with a large number of suitable properties. Leeds has generated 37 hotspots referrals during January, 64 in February and 53 in March.</p> <p>Current Position:</p> <p>The Children's centre advice services are included in the city wide review of the provision and commissioning of advice services. See separate paper attached to this appendix. The commissioning scope of the new model is still being finalised, but will definitely include the current Environment and Neighbourhoods grant and advice via Children's Centres. Likely to also include outreach support via GP surgeries and for clients with mental health problems but this will not be included until April 2014. Progressing with market sounding exercise which will stay on the Council's tendering system until late January 2013.</p>	4	
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Leeds Children's Trust Board

Date of meeting:	February 1 st 2013
Author: Tel No: Email:	Sue Rumbold 01132475574 sue.rumbold@leeds.gov.uk
Report title:	Child poverty- update on progress and national consultation

Summary:

The report updates CTB on progress against the Leeds Child Poverty Strategy, and considers the issues raised in the national consultation.

Recommendations:

1. CTB to agree a response to the national consultation as follows:

1.1 Income is a root cause of many kinds of child poverty and a factor in all child poverty. It should be the main element of the definition and measurement of child poverty.

1.2 The current income measures, particularly below 60% of median income provide a clear and easily understood objective measure of local and national progress.

1.3 Worklessness is a key issue but many children and families affected by child poverty are in work or working households. Access to stable and adequately paid job opportunities is therefore central to any anti poverty strategy.

1.4 Poverty is multi-dimensional. There are issues other than income. National and local action planning should recognise different kinds of child poverty, experienced, lived and tackled in different ways, but income and sustainable employment are key factors.

1.5 It is important for national policy to recognise the significant impact on levels of child poverty of current policy changes in respect of welfare reforms and local government spending. Mitigating policy initiatives are an urgent priority.

1.6 Parental capacity as well as parental health and skill is an important dimension. Children's services partners in Leeds and nationally have considerable experience of delivering and monitoring parenting programmes.

2. CTB to note progress against the Leeds Child Poverty Strategy and to identify any activity that would help further progress.

1. Purpose of report

1.1 The report updates CTB on progress against the Leeds Child Poverty Strategy, and considers the issues raised in the national consultation.

2. Background information

National consultation

2.1 The Child Poverty Act 2010 became law in March 2010 and enshrines in law the previous Government's 2008 commitment to eradicate child poverty in the UK by the year 2020

2.2 In June 2012 the Government reported that the 2010 target to halve child poverty was missed. The report reiterates the Government's commitment to ending child poverty. The report highlights the perceived weakness of using the relative income poverty measure in isolation and announced a consultation on how child poverty is measured. Household income less than 60% of current median is the main relative income measure

2.3 The consultation explains that recently released statistics regarding the levels of relative child poverty in the UK show that last year 300,000 fewer children were 'living below the relative poverty threshold' than the year before. However this fall in poverty is 'due to a fall in the median income nationally which pushed the poverty line down'. Absolute poverty remained unchanged. The children who were effectively moved out of poverty were in fact no better off than before. In Leeds the rate has remained relatively stable at just over 35,000 children or 22-23%.

2.4 The closing date for responses to the consultation is February 15. The consultation reasserts the Coalition Government's commitment to ending child poverty, making a clear argument for doing so. It cites the cost of child poverty to society, its financial cost to the tax payer through the welfare bill, and the importance of ensuring that all children can achieve their potential so that the UK has a skilled workforce that can compete in a global market.

2.5 The Government argues that a new multi-dimensional measure will take account of the different drivers that cause a child to live in poverty. This is seen as crucial in developing a strong understanding of the reality of a life in poverty and how it can be tackled. Eight dimensions are identified:

- Income and material deprivation
- Worklessness
- Unmanageable debt
- Poor Housing
- Parental skill level

- Access to quality education
- Family stability
- Parental Health

2.6 The consultation poses specific questions about possible dimensions, the possible relationships between dimensions, and the details of the usefulness and measurement of particular dimensions, but also invites general comments on the proposals. (See [consultation documents.](#))

Leeds child poverty strategy

2.7 There are four blocks in the current Leeds child poverty strategy.

- Financial support
- Best start in life
- Employment & Adult Skills
- Housing & Neighbourhoods

2.8 The strategy is managed by the Child Poverty Outcomes Group chaired by Councillor Blake. Work is underway to review the current strategy based on an analysis of the strengths of the current approach and the opportunities for building on these strengths.

3. Main issues

Response to National consultation

3.1 The central importance of income is emerging as a key element of commentary on the consultation both nationally and at the Leeds Child Poverty Outcomes Group in Leeds. Income is seen as a root cause of many kinds of child poverty and a factor in all child poverty. It should therefore be the main element of the definition and measurement of child poverty.

3.2 The use of below 60% of median household as a measure of relative poverty provides a clear, widely recognised measure of well being and progress towards child poverty targets

3.3 The importance of in work poverty is also central to national and local comment on the consultation. Worklessness is undeniably an important dimension of poverty. However, recent research by the Joseph Rowntree Foundation (JRF) found that 6.1 million people in poverty are ***in working households***; excluding pensioners, in-work poverty now outstrips workless poverty at 5.1 million households; 6.4 million people now lack the paid work they want; with 1.4 million part-time workers wanting full-time work – the highest figure in 20 years. JRF also found that the churn of people in poverty

or out of work is substantial, 33% experience at least one period of low income in a four-year period.

3.4 The consultation rightly draws attention to a range of factors which impact on poverty. Poverty is multi-dimensional. There are issues other than income, and there are different types of poverty requiring different strategies. National and local action planning should recognise different kinds of child poverty, experienced, lived and tackled in different ways. Having said that there needs to be a clear recognition that income will usually be a defining characteristic and nearly always a dominant and causal characteristic, and a key to effective strategy.

3.5 In the light of this it is useful to have a checklist of factors and a basket of indicators, and the consultation makes a convincing case for income and material deprivation, worklessness, unmanageable debt, poor housing, parental skill level, access to quality education, family stability, parental health. Parental capacity is equally important. Health and skill level are part of a wider set of issues around the development of effective parenting. Children's services partners in Leeds and nationally have considerable experience of delivering and monitoring the effectiveness of parenting programmes.

Progress in Leeds

Welfare reform

3.6 In Leeds 14,200 households with children will lose an average of £2.61 per week as a result of the replacement of Council Tax Benefit with localised Council Tax support schemes. (Overall a total of 27,000 people will pay more and an additional 7,000 will have to pay for the first time as the result of the changes). Reductions in housing benefit for ALMO and Housing Association tenants assessed as having too many bedrooms affect just over 6,700 and 1,500 people respectively. Of these 1,633 and 552 respectively are households with children.

3.7 This without any consideration of the introduction of Universal Credit which may not now start in Leeds until early 2014, or the impact of the capping of benefit increases over the next 3 years. (Nationally it is estimated that the decision to cap benefits will draw an additional 200,000 children into poverty (source: parliamentary answer); and that overall relative child poverty will increase between 2010–11 and 2015–16 by around 400,000, (source: Institute of Fiscal Studies)

Progress against the four blocks

3.8 Financial support

What we have done

- Established a Community Development Finance Institution (CDFI) in Leeds, in order to expand the availability of affordable financial services to low income households.
- Credit union increased membership for quarter ended September 2012 and total number of members was 25,708 (of which 177 are new and 4,306 are junior). 1,294 loans were granted to financially excluded groups in this quarter valued at £522,483. *(Latest update- Credit union increased membership for quarter ended December 2012 and total number of members was 25,826 (of which 118 are new and 4,295 are junior). 2,359 loans were granted to financially excluded groups in this quarter valued at £946,179)*
- Funded the setup costs for a telephone advice gateway with one common phone number for use across all advice agencies. Volunteers now operating three days a week (Mon, Tue, Fri) for 6 hours each day.
- Proposals have been developed for a co-ordinated campaign to help increase the take-up of Free school meals. The plan was launched at an event at Harehills Primary School on Friday 16 November. This was to celebrate that a Harehills pupil designed a logo to be used by the All Party Parliamentary Group (APPG) on School Food.

New actions

- The CDFI have now secured funding - Key Fund (£150,000 loan) and an RBS charitable foundation (£100,000 loan). The CDFI are now lending.
- Yorkshire Bank have agreed to give their declined loan applicants an application form for a CU loan.
- Contributed to the Welfare Reform Strategy Group to ensure that factors affecting child poverty are taken account of in the Council's preparations for Universal Credit. Participating on DWP working Group looking at aspects of implementation of UC. Currently working on a local Social Fund scheme to replace the one previously run by DWP.
- Review of Advice Provision across the city - The commissioning scope of the new model is still being finalised, but will definitely include the current Environment and Neighbourhoods grant and advice via Children's Centres. Likely to also include outreach support via GP surgeries and for clients with mental health problems but this will not be included until April 2014. Progressing with market sounding

exercise which will stay on the Council's tendering system until late January 2013.

- Further 'Hotspots' training sessions to be delivered to front line staff.
- Working with the city region to develop a Green Deal/ECO framework which will assist vulnerable people across the city, particularly those in older hard to treat properties as well as involving local community groups and employers.
- Currently running a small scale project to install polybead wall insulation in properties with non standard cavity walls. Around 2,000 potential householders contacted so far for this scheme.
- FSM action plan now fully populated and the Implementation sub group will next meet in January to take forward.

3.9 Best start in life

What we have done

- **Early Start Service:** The expansion of the HV workforce continues in line with the trajectory. Early Start pathways detailing the service offer to Looked After Children and describing Pre birth assessment support, have been completed. A comprehensive Early Start workforce development plan has been written. The roll out of Preparation for Birth and Beyond community based antenatal programme on track.
- **Family Nurse Partnership:** NHS commitment to sustain and expand FNP confirmed and the programme continues to successfully recruit and work with eligible teen parents. Group FNP continues to be a success in terms of numbers attending. Leeds has not taken up an opportunity to be part of a national project to evaluate performance, partly because of local capacity and also because the local model differs slightly to the national research model.
- **Infant Mortality:** 5 year data on the IM rate in deprived Leeds continues to show a decline, and is now at 5.5 deaths per 1000 live births. Pathways detailing the targeted support available to Gypsy, Roma and Travellers new parents have been completed and are being implemented. Materials to promote the importance of not co sleeping when under the influence of alcohol and drugs have been developed and are being distributed, including beer mats for use in pubs over the festive period. The Breastfeeding peer support project expansion is progressing well.
- In Leeds in 2012 around 5560 (63%) children reached a good level of development in the Early Years and Foundation Stage. The percentage of children reaching this threshold increased steadily between 2008 and 2010. In 2011, the improvement accelerated to five percentage points, and in 2012 this annual improvement has been maintained. The Leeds rate of improvement was the same as the

national rate, but above the statistical neighbour improvement, so performance in Leeds is now in line with these authorities. Leeds is also now in the second quartile of local authorities nationally for this indicator.

- The 'low achievers gap' indicator has narrowed slightly in 2012 from 35.0% to 33.6% but is still wider than the national gap of 30.1%. In 2012 as in 2011, there are only 10 local authorities with a larger gap indicator than Leeds. A keen focus around narrowing the attainment gap is required over the next few years.

New Actions

- **Early Start Service:** Quality assurance visits will take place with Early Start Teams in January. The Infant Mental Health Service will deliver Babies, Brains and Bonding training city wide, to support all ESTs in their work with parents to ensure good parent child attachment. 3 further teams will be engaged to rollout Preparation for Birth and Beyond, which will result in the programme being available from 9 community bases across the city by March 31st 2013.
- **Family Nurse Partnership:** From April 2013, the commissioning of FNP will move to the NHS Commissioning Board, with the intention that it will transfer to Public Health within the Local Authority from April 2015. However, there is currently no clarity about how the NHSCB will undertake this role in April.
- **Infant Mortality:** Leeds will be assessed for Baby friendly Initiative level 3 accreditation in the first quarter of 2013. A breast feeding peer coordinator role will be recruited. Brief intervention training with Children Centre staff, new teen friendly materials and the expansion of Leeds smoke free homes programme will contribute to reducing smoking prevalence in pregnancy. Insight work will be completed and material produced including leaflet, web pages and audio resource to increase understanding of the risks associated with consanguinity.
- **Breaking cycles of low aspiration and disenfranchisement with education** is an important step for narrowing the attainment gap that can begin at the EYFS and continue beyond it. This works best when parents and carers are actively engaged to support their child's learning. Training is being commissioned to deliver the Level 3 Award in Work with Parents to relevant parts of the children's workforce (including cluster-based and third sector staff). This will enable staff to be confident and skilled in working with parents to meet their child's needs and this will impact on their children's behaviour, learning and development.
- **Finalise Early Years Improvement Strategy** that sets out how settings and schools will be supported to implement the revised EYFS

framework, including supporting them with the requirements of the progress check at age 2.

3.10 Employment and Adult Skills

What have we done

- Launched the Apprenticeship Training Agency which will improve the availability and accessibility of Apprenticeships. Fully operational from end January 2013.
- Worked with Jobcentre Plus to establish Workclubs in areas of the city where other jobsearch support is minimal/unavailable.
- Established The Point as a learning facility for young people and adults, complemented by 1:1 guidance and jobsearch support facilities.
- Developed a programme of engagement activities for young people at The Hub.
- Established the Community Learning Trust Board to increase the range of stakeholders influencing provision in localities.
- Linked in with the roll out of welfare reform awareness activities to promote jobsearch support services.
- Developing local 'recruitment hub and satellite' model in support of projected growth in retail sector.

New actions

- Progress new projects identified by the new Community Learning Trust Board, some of which include targeted work within Children's Centres
- Review the Wider Family Learning provision currently commissioned within Children's Centres.
- Work with Children's Services to increase the range of activities available within the devolved Youth Contract to support 16/17 year olds.
- Work more closely with area management teams to identify means of improving communities' readiness to access local employment opportunities.
- Exploring potential future models for additional sector delivery to widen participation for key growth areas in the city.
- Developing access routes for opportunities within the ALMO's through apprenticeships and sector based delivery with Job Centre Plus.
- Establishing the framework timeline of the PFI Apprenticeship programme proposed first cohort starts planned for Summer 2013, over first 2 year period 51 starts are forecast.
- Launch the city's second recognition of apprentice success at the apprenticeship awards for March 2013.

- Planned establishment of the external company and launch of the Leeds Accredited Training Agency (LATA) in November which aims to create an additional 600 apprentice starts targeted primarily at 16-17 year olds over the next 3 years.
- Secured funding to deliver LCC Youth Inspire programme across the Council, proposed start early 2013.

3.11 Housing & Neighbourhoods

What we have done

- Implemented agreement between Housing services and Children's services to prevent evictions and subsequent entries to the social care system.
- Staff development programme for those working on domestic violence.
- Project to support families affected by domestic violence operational in 2 clusters
- Work with high impact alcohol users is progressing across the city.
- Assessed current system for identifying pregnant women and problem families when engaging with community based drug and alcohol services (ADS). Process is in place to enable women to access specialist support.
- Case conferences convened for disabled children whose families require housing options.
- Youth Offending Housing Forum established to discuss housing options for young people due to be released from custody.
- Decision made that a timely case conference should be mandatory for all ALMO possession cases involving tenants with children.
- Housing Services and Pathway Planning service working in partnership to discuss housing options for 'out of area' placements looking to be re-settled in Leeds.
- Clarification sent to all ALMOs that unborn child has a council housing bedroom requirement at the point when proof of pregnancy is given.
- Band A and Band A Plus housing awards made to prevent care placements and facilitate children being returned to live with parents.

New actions

- There are some good examples of Housing Services, Leeds ALMO and Children's Services working imaginatively to put in place housing options that keep families together and help children to thrive. However, such action is not universally embedded and the Children and Young People Housing Plan will try to roll out such good practice.

- Work beginning in Seacroft to develop services, including for drug and alcohol users based on good practice Bromley by Bow Healthy Living Centre. Holistic support for vulnerable individuals/families.
- Across Leeds 195 repeat alcohol specific hospital admissions have been recorded and targeted work to reduce the likelihood of further admissions in these individuals is progressing.
- Continuing work to develop application of a phone based project, trialled in Bolton NHS which has substantially reduced drop out from alcohol treatment programmes and could support other users e.g. those subjected to domestic violence.
- Working with NHS Leeds and West Yorkshire Police to develop joint action around alcohol awareness in Harehills, linking alcohol abuse and domestic violence work
- Project to identify and support young carers in schools, including checking Free school meal eligibility.
- Checking Family Intervention Service assessment for mechanism to identify families and help them to claim FSMs entitlement.
- Inner N East Area Committee now supporting work to support food based work in East North East locality. Around food in school holidays, food growing and potential food bank development.
- Leeds West Foodbank developing- located in Armley.
- Establish foodbank in South Leeds.
- Establish foodbank in Inner North East.

4 Implications for governance, policy, resources, CYPP outcomes

- 4.1 The Child Poverty Act 2010 placed a statutory responsibility on the local authority to have a partnership group responsible for agreeing and signing off a child poverty strategy. Minimising the affects of Child poverty is a cross cutting theme in the CYPP, and poverty and inequality is a cross cutting theme in all the city priority plans.
- 4.2 Many priorities in the strategy are delivered as commissioned services. In future a number may be traded services to GPs, clusters of schools and children's centres.

5 Relationship to other partnership activity

- 5.1 There are clear overlaps between the work of the child poverty group and other partnership activity which is reflected in strong partnership representation on the group. Much of the work is shared across the health inequalities agenda and work is currently being done to explore how these links can be strengthened through the agenda for change in the health services.

Advice Services Review and Commissioning Members' Briefing Note – December 2012

Introduction

The Advice Agency Project Board and Steering Group (made up of representatives from Leeds City Council and NHS Leeds Public Health) are reviewing the advice services they currently fund. This is in response to the significant increase in demand for advice brought about by the welfare reforms, and the subsequent need to deliver advice services that can meet this rising, and increasingly complex, demand.

The review is an opportunity to build on the large amount of good practice already being delivered by the advice network in Leeds, and to also identify where provision can be remodelled or modernised in order to support more clients, more quickly. This work will inform the development of a new advice service for Leeds to be underpinned by longer-term Council funding of at least three years. The Council's Welfare Rights Unit is a major contributor to the review, and will remain a key provider of advice on welfare-related issues alongside the new service.

Background and context

Demand for free and independent advice continues to increase as the ongoing impact of the recession and the Government's welfare reforms are felt across the city. The highest areas of current demand are related to debt, housing and welfare benefits, although demand for advice on immigration and employment also remains high. At the same time, the amount of Government funding for advice provision is decreasing.

These factors are putting extra pressure on advice providers, including the Welfare Rights Unit, to support more clients but with the same or less resource. Therefore, there is an ongoing need for the Council, and its partners, to continue to identify and implement new and improved approaches to delivering advice services that can meet the needs of all localities. It is equally important that the Council's funding for advice is administered in an open, accessible and transparent manner, and that it is made available over a longer period to improve planning and sustainability of provision.

In July 2012, the Council's Corporate Leadership Team agreed that detailed work should be undertaken to inform how advice provision across Leeds is commissioned and delivered. This would need to focus on the implementation of the key recommendations from the review into welfare advice undertaken by the Chief Officer for Revenues & Benefits in July 2011. In essence, the work would need to inform what the Council wants to buy from advice agencies and how it wants to buy it. The aim will be to put in place a more coordinated and accessible service that makes best use of technology, innovation and public sector assets to meet the rising demand for impartial and high quality advice.

Current Advice Provision in Leeds

The combined value of advice services in Leeds commissioned by the Council and NHS Leeds (Public Health) in 12/13 is approximately £1.8m. Environment and Neighbourhoods provide the majority of this (70%) via the advice agency grant, which currently supports three advice agencies as follows:-

- Leeds CAB (£726,735)
- Chapeltown CAB (£334,062)
- Leeds Law Centre (£164,987).

This funding supports the delivery of a range of services, from initial assessment and referral, through to detailed ongoing casework. It is primarily delivered face-to-face via 'drop-in' surgeries and appointments, and via a telephone gateway.

Different parts of the Council are also involved in advice provision, including the Welfare Rights Unit (advice and support related to benefit claims and appeals), Adult Social Care (advice for people with disabilities and mental health problems) and Children's Services (advice for parents via the Children's Centres network). In addition, NHS Leeds (Public Health) commission advice services via GP surgeries, health centres and day care centres. Some of these services are co-commissioned with Adult Social Care e.g. Leeds DIAL and the Mental Health Outreach Service.

Consultation

To date, the review has focussed on consultation with advice providers across the city (such as the two CABs, Burley Lodge Advice Agency; St Vincent's Advice Centre, Ebor Gardens Advice Centre and DIAL Leeds), with other key stakeholders and with current users of advice services. A questionnaire to all providers and key stakeholders was distributed in September, which asked for views on a wide range of issues, including key areas of demand for advice, access routes and good practice to be built on. Advice providers are now consulting with their clients to determine how, where and when people want to access advice. The findings from the consultation will be used to directly shape and inform the new service.

Market Sounding and Commissioning

The Council has just commenced a market sounding exercise via its electronic tendering system. This is to gain a clearer understanding of which organisations have the experience, expertise and appetite to deliver an advice service for a city as large and diverse as Leeds. The exercise lasts until the end of January 2013 and will be used to determine the most appropriate approach to commissioning the new service. Timescales for the new service commencing will also be dependent on the outcome of the market sounding, but at this stage we anticipate that the latest start-date will be from April 2014.

It is important to note that current funded provision will remain in place up to the point that the new service begins, and that any potential changes to funding agreements with current providers will be handled in a sensitive and supportive manner.

Ongoing Communication

The Council is committed to keeping the advice sector in Leeds fully up to date with the review and commissioning process. To date, this has included updates at meetings of the Advice Leeds Network and the Financial Inclusion Steering Group, and we expect these to remain the primary communication channels moving forward.

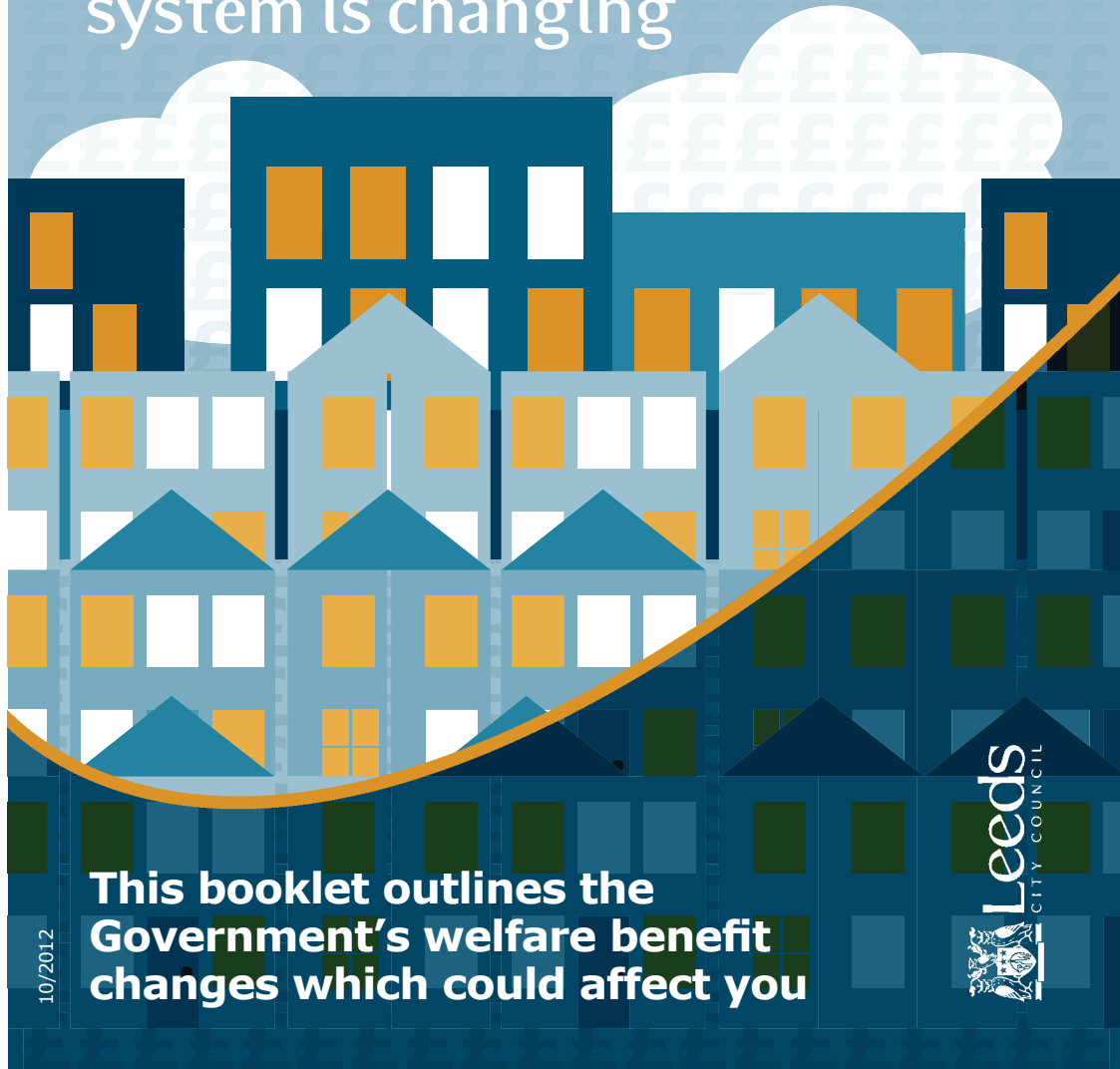
Regular briefings will also be produced for Members and senior officers, with the next following in February 2013 on conclusion of the market sounding exercise.

If you require any further information about this work, please do not hesitate to contact Henry Rigg or Julie Staton in Environment & Neighbourhoods on 0113 2476752 / 2475951, or henry.rigg@leeds.gov.uk / Julie.staton@leeds.gov.uk

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Your benefit changes

Nationally the welfare benefits system is changing



This booklet outlines the Government's welfare benefit changes which could affect you

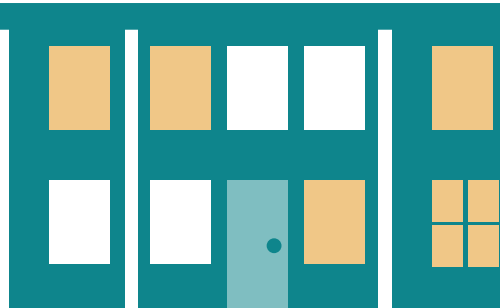
10/2012



Do you have too many bedrooms?

From April 2013, Government changes mean the amount of Housing Benefit paid to working age tenants who live in Council or Housing Association properties, will be reduced where they have more bedrooms than the family needs. This is called Under Occupancy.

(This does not affect tenants in private properties).



Under these new national Housing Benefit rules you will be allowed:

- one bedroom if you are a single customer or part of a couple; plus
 - one bedroom for a child;
 - or, one bedroom for two children under 10;
 - or, one bedroom for two children of the same sex up to the age of 16;
- one bedroom each for children over the age of 10 of the opposite sex
- one bedroom for other single people or couples aged 16 or over.

For example:

- couples with no children would need only one bedroom
- a single parent with one or two children under 10 would need two bedrooms
- couples with three children (two boys and a girl) aged six, eight and 12 would need three bedrooms

- if you are pregnant and have an extra room for the expected child, you are under occupying until the child is born.

Tenants who need an overnight carer will be entitled to an extra bedroom. There are exceptions for people who have too many bedrooms because of a bereavement, or could afford to pay the rent for the last 12 months without claiming Housing Benefit.

The changes will mean:

- if you have one bedroom too many, Housing Benefit will be reduced by 14% (around £10.00 a week on an average rent)
- if you have two or more bedrooms too many, Housing Benefit will be reduced by 25% (around £18 a week on an average rent).

The exact amount of the reduction will depend on the rent charged.

If you are affected by these changes please speak to your landlord or local housing office.

One monthly payment of benefits from October 2013

From October 2013 Government changes mean the following benefits:

- **Income Support**
- **Income based Jobseekers Allowance**
- **Income related Employment and Support Allowance**
- **Housing Benefit; and**
- **Tax Credits**

will be replaced with a single benefit, called **Universal Credit.**



Universal Credit will normally:

- be paid monthly in arrears
- be paid to a single person in the household.

If you are a tenant you will need to budget and make arrangements to pay your weekly or monthly rent from your Universal Credit payment.

People who are of working age and claim the stated benefits will move onto Universal Credit in phases:

- between October 2013 and March 2014, new claims for Jobseekers Allowance, Income Support and Employment and Support Allowance will be treated as claims for Universal Credit
- from April 2014, new claims for Housing Benefit and Tax Credits will be treated as claims for Universal Credit

- from April 2014, Department for Work and Pensions will also start to move people from their existing benefits to Universal Credit. It is expected that it will take until 2017 to move all customers onto Universal Credit.

It is expected that the Department for Work and Pensions will contact people directly to let them know when they are moving to Universal Credit.

Help will be available, if you think you will need support with budgeting or claiming Universal Credit online.

Benefit Cap from April 2013

The Government has stated that from April 2013, there will be a cap on the amount of benefits a single person or family can receive. The cap is £500 a week for a family, and £350 a week for a single person. **This is known as the Benefit Cap.**

If you are already getting more than £500 (family), or £350 (single) a week in benefit, your Housing Benefit will be reduced and you may have to move to cheaper housing.

For more information please visit:

www.dwp.gov.uk/adviser/updates/benefit-cap/

The Benefit Cap does not apply where any household member receives:

- Disability Living Allowance or Personal Independence Payments
- Attendance Allowance

- Support part of Employment and Support Allowance
- Working Tax Credit
- War Widows/Widowers Pensions

To discover more talk to your local Jobcentre Plus office.

6 *Leeds Benefit Changes Booklet*

Council Tax Benefit Scheme from April 2013

From April 2013 the Government will replace Council Tax Benefit with a local scheme of Council Tax Support run by Leeds City Council.

National funding for local schemes is being reduced, this could see working age customers getting less support. We are consulting on Local Council Tax Support proposals before any decision is made. The deadline to take part is 8 November 2012.

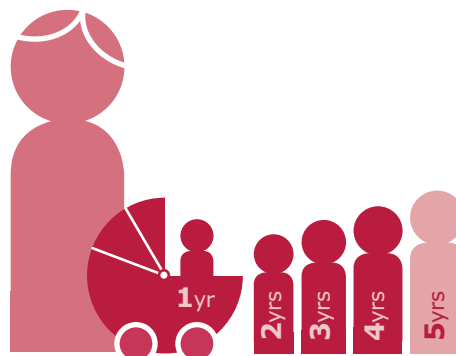
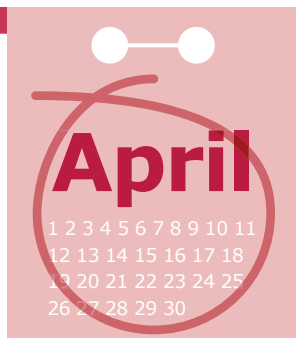
To discover more, following the consultation, please visit www.leeds.gov.uk/counciltaxconsultation

NOTE: Pensioners are not affected by this change and will continue to get the same level of support with their Council Tax.

7

Other benefit changes

The Government is introducing additional benefit changes, the following pages will explain these.



Local Housing Allowance (private tenants)

The way that Local Housing Allowance rates are worked out has changed.

This means that most Local Housing Allowance rates have gone down. Please check: www.leeds.gov.uk/benefits for the most up to date Local Housing Allowance rates.

Local Housing Allowance rates will now only be reviewed once a year. New rates will be published each April.

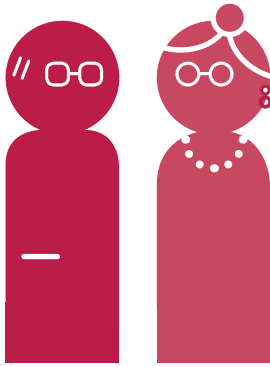
If you are worried or concerned about paying your rent please contact Leeds Benefit service.

Single parents with children over the age of five

From 21 May 2012, if you are a single parent on Income Support whose youngest child is aged five or over, you will normally be moved from Income Support to Jobseeker's Allowance. On Jobseeker's Allowance you will be required to undertake work related activity.

Previously this has been a requirement when a child reached the age of seven.

For more information speak to your local Jobcentre Plus.



Pension Credit

From October 2014, Housing Benefit will be paid as a Housing Credit as part of your Pension Credit.

This will not change the amount of help pensioners get with their rent.

This means older people will need to claim their housing costs from the pension service.

Further information will be provided about this change and how it will work nearer the time.



Personal Independence Payments (PIP)

From April 2013, people aged between 16 and 64 in receipt of Disability Living Allowance will be reassessed for a new benefit called **Personal Independent Payment (PIP)**.

To get PIP you must:

- be age 16 – 64
- satisfy the daily living and/or mobility activities test for three months prior to claiming, and likely to continue to satisfy this test for at least a further nine months after claiming.



The amount of PIP has not yet been set. The rates will consist of:

Daily living part:

- standard rate – if you have a limited ability to carry out daily living activities
- enhanced rate – if you have a severely limited ability to carry out daily living activities.

Mobility part:

- standard rate – if you have a limited ability to carry out mobility activities
- enhanced rate – if you have a severely limited ability to carry out mobility activities.

People who are terminally ill, where life expectancy is less than 6 months, will not have to satisfy the period condition for the mobility part.

Assessments will be made on a points basis. For further information please visit: www.dwp.gov.uk/directgov/

This booklet has covered the major changes to national benefits resulting from the Welfare Reform Act 2012.

Further benefit changes have resulted from the act these include amendments to:

- Tax Credits
- Child Benefit
- Employment and Support Allowance (ESA) for young people

For further details please visit: www.dwp.gov.uk/directgov/

For further advice and guidance on the benefit changes inside this booklet, you may wish to contact:

- **Department for Work and Pensions;** visit: www.dwp.gov.uk
- **Jobcentre Plus;** visit: www.jobseekers.direct.gov.uk
- **Your local One Stop Centre;** to find your closest centre visit: www.leeds.gov.uk/onestopcentres
- For any specific enquiries relating to Council Tax or Housing Benefit please visit: www.leeds.gov.uk/benefits or call Leeds City Council Contact Centre on 0113 222 4404



Appendix C (November 2012)

Welfare Reform Strategy Board - Terms of Reference

Introduction

The overall aim of the Board is to ensure that Leeds is the best prepared city for dealing with the implementation and implications of the Government's welfare reform programme. The key reforms include:

- reform of Housing Benefit affecting both the private-rented sector and the social-housing sector, including supported and specialist housing;
- reform of Council Tax Benefit, which is to be replaced by local schemes of support;
- reform of disability benefits with the replacement of DLA with Personal Independence Payments and the migration of Incapacity Benefit claimants to ESA;
- reform of elements of the Social Fund scheme with responsibility for administration of Social Fund and Community Care Grants passing to local councils;
- replacement of IS, JSA, HB and Tax Credits by a new Universal Credit which will be delivered by DWP, be 'digital by default' requiring claimants to apply online and where payments will be made directly to claimants instead of to social sector landlords.

The specific aims of the Board are:

- to ensure that all key partner organisations are fully aware of the programme of reform;
- to develop detailed intelligence and information on how the changes impact on different groups, different tenure types and different parts of the city;
- to develop and deliver a strategy that ensures that the implications and opportunities created by the welfare reforms are fully addressed with specific reference to impacts in the following areas:
 - o affordable housing, housing provision and homelessness;
 - o financial inclusion, budgeting support and advice to tenants;
 - o worklessness and support to claimants new to conditionality requirements;
 - o **child poverty**;
 - o independent living and personal choice; and
 - o customer services and communications
- to develop proposals and arrangements for engaging with DWP in relation to Universal Credit and its delivery including:
 - o developing the role of the council and partners in providing access to benefits for vulnerable tenants;
 - o developing arrangements for social sector housing providers to secure direct payments in appropriate circumstances; and

- exploiting Government funding streams for the implementation of Universal Credit.

Membership

The Group will be chaired by Steve Carey, Chief Revenues and Benefits Officer, and will include representatives from the following areas:

- E&N, Housing Services
- Employment and Skills
- Adults Social Services
- Customer Services
- Economic Development
- E&N, Strategy and Commissioning
- Business Transformation
- ALMOs
- Connect housing
- Leeds Federated Housing Association
- Leeds CAB
- Advice Leeds Network
- Communications and Marketing

Methods of working

The first meeting of the Group will be a workshop to develop a strategy for preparing for the reforms and thereafter the Group will meet on a cycle to be agreed. The Strategy will be shared with Executive Board for approval and it is intended to report progress against the strategy to Resources Leadership Team and Corporate Leadership Team on a regular basis.

Subsequent meetings will include:

- Focus on a specific aspect of the welfare reform programme;
- Updates from each board member on progress with actions arising from the strategy;
- Updates from meetings/forums relevant to the welfare reform programme;
- Discussions and next steps arising from updates
- Agreement on messages from the Board.

The Welfare Reform Strategy Board has no budget for arising actions and a key action will be to understand the budget implications of required activity and explore funding options.

Report of CSCS Project

Report to Scrutiny Board

Date: 14th February 2012

Subject: Progress Report on the Replacement of Children’s Services (Children’s Social Work Service) Electronic Social Care Records System (ESCR)

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. The purpose of this report is to update Scrutiny Board on the progress of the implementation of a new information and case management system for Children’s Social Work service, to replace the current in-house system named ESCR.
2. In December 2012, Leeds City Council signed a contract with a leading supplier of Social Care Systems, Corelogic. Over 120 members of staff, including administrative staff, social workers, managers, Independent Reviewing Officers and Child Protection Chairs, were involved in the rigorous procurement exercise to ensure the best possible system was selected for Leeds. The outcome of the procurement is considered a significant success for Leeds City Council, and specifically Children’s Services and Social Work Services.
3. An implementation plan is now in place and the new system will go-live in all areas of Children’s Social Work Service in October 2013.
4. Members of staff from across Children’s Social Work Service have had the opportunity to see the new system, Frameworki, in operation at demonstrations held across all of the areas of the city. The feedback from staff attending the demonstrations has been highly positive, with staff reporting they are confident it will leave them in a strong position to support young people, children and families in Leeds. This conclusion has been supported by feedback from the other 35 Local Authorities currently using the

system who have reported positively on the new system, named Frameworki, as well as about quality of the supplier, Corelogic.

5. As part of the implementation plan the CSCS Project will continue to work intensively with Corelogic, Children's Services and Children's Social Work Services front line staff over the coming months to ensure Frameworki is set up in the best possible way for Leeds City Council and the children, young people and families with whom we work.

Recommendations

6. The CSCS Project, request that the work already completed and the approach the implementation is endorsed by Scrutiny Board.

1 Purpose of this report

- 1.1 To outline the work that has been undertaken.
- 1.2 To outline the implementation approach that will be adopted.
- 1.3 To outline some of the key benefits of Frameworki to Children's Social Work Service, but primarily children, young people, their families and carers.

2 Background information

- 2.1 In 2009, Leeds Children's Services and Children's Social Work Service were inspected by Ofsted and were rated as inadequate.
- 2.2 This rating resulted in a significant transformational plan to ensure the improvement of our services and to ensure Children's services was in the best possible position to support young people and their families effectively to achieve the best outcomes possible.
- 2.3 The Ofsted report stated explicitly that the current bespoke case management and information system called Electronic Social Care Records (ESCR) was "not fit for purpose". As part of the wider transformation plan, a number of very significant changes were made to this system. However, despite the immediate improvements that were made to ESCR, it was clear that all of the issues identified by Ofsted could not be resolved within the system.
- 2.4 A number of potential benefits were identified from commissioning a replacement to the ESCR;
 - One complete child record, a full story in one place of the child's journey with Children's Social Work Services
 - Social Work staff evidencing and inputting their interventions with children, young people, carers and their families in one system, not many
 - Pre-populating forms and assessments
 - An intuitive system, easy to follow and use, even with limited training
 - Safe and secure retention of children's information and records
 - The ability to create and use social work tools in the system, such as genograms (diagrammatic representation of the child's family and relationships)
 - Having a summary 'front page' of the child's record, enabling a practitioner or manager to obtain an immediate understanding of what has been completed with that child, siblings and their family

- A system that would be flexible and responsive to changes, for example changes in legislation and statutory guidance;
- Less Social Work time spent in putting into systems allowing them to spend more time with children and families
- The potential to develop a system that was designed by Leeds practitioners to support practice in Leeds A system built by Social Workers for Social Workers

2.5 Approval was given to progress with the procurement and implementation of a replacement Case Management and Information System for Children's Social Work Service by the Executive Board in January 2011.

3 Main issues

3.1 The formal procurement process was completed in September 2012 and Leeds City Council formally signed a contract with Corelogic in December 2012.

3.2 Since the signing of the contract, we have been working closely with Corelogic to produce a detailed plan for the implementation of the new system, Frameworki. Since the project began, we have been working with colleagues in all areas of Children's Services to develop how a case management system that will provide all of the benefits identified in paragraph 2.4; enabling practitioners to deliver best practice and achieve better outcomes for vulnerable children in Leeds. We are using the information from practitioners from across the service to enhance Frameworki. This will ensure that we have a system that takes account of the best from national and local practice and which is set up in the best possible way for practitioners in Leeds.

3.3 Another key element of our work is ensuring information presently held in several places across the Children's Social Work Service is transferred to the new system. The preparation of our data to move is essential for the success of the implementation as any system is only as good as the information it holds. Over the past 12 months the project has been preparing for 'data migration' to ensure that data transferred into the new system is clear and accurate.

3.4 This preparation work has been undertaken alongside the procurement exercise to ensure that implementation of the new system can commence immediately when the Leeds version Frameworki is delivered to the authority in **April 2013**.

3.5 A programme of work to support implementation across all of the Children's Social Work Service by **October 2013**. Implementation activity has been organised into three main streams of work. These are:

3.5.1 *System Design and build*, setting up Frameworki to support the way we work in Leeds and to mirror every area of our social work processes

3.5.2 *Data preparation and migration*, preparing our data to ensure it is the appropriate level of quality and then moving existing child, carers and family records from existing data sources to Frameworki.

3.5.3 *Staff readiness*, ensuring all members of staff feel confident in using Frameworki before it is implemented and are able to make best use of the improved functionality. This will involve formal training and working with managers to ensure all members of staff are ready for the change.

3.6 Each of these work streams is critical for a successful implementation. Every stream of work is currently running to schedule and it is fully anticipated that we will have the Leeds City Councils version of Frameworki system in April 2013 and all practitioners will be using the system by October 2013.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.4 From the work that has been already completed with Corelogic and other Local Authorities it has become clear that the successful implementations are due in large part to the effective engagement of front line staff.

4.1.5 Throughout the life cycle of the CSCS Project one of the principles that has been adhered to is the continuing involvement of Social Workers, Support Staff and where practically possible children and young people.

4.1.6 The CSCS Project can say with some confidence that a significant number of social work staff have worked alongside the project to (1) choose the system (2) build the system and finally (3) support the on-going work streams with the project. It is anticipated that over a 100 staff from all areas in Children's and Social Work Services will have been involved in a significant way from the procurement to implementation and 'go live' date.

4.1.7 The CSCS Project is also completing briefing sessions with all areas in Childrens' Social Work Services, and over 300 Social Work members of staff have booked themselves onto these hour briefing sessions to be completed in January and February.

4.1.8 The CSCS Project has also begun engaging with groups of children and young people, this involvement and important work will continue throughout 2013.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 There are Equality and Diversity issues to be considered, within the City Council and its workforce as well as the wider community of children, young people, their families and carers.

4.2.2 An Equality Impact Assessment has been completed in relation to the above and this will be monitored throughout the life cycle of the Project and beyond through the formal processes.

4.3 Council policies and City Priorities

4.3.1 The replacement of the 'in house' ESCR system is a significant Council priority.

4.3.2 It is a key priority of the Council to provide excellent Children's Services and Children's Social Work Services. The replacement of the Councils 'in house' ESCR system with Corelogics Frameworki is regarded as one of the key enablers to support the transformation of Children's Services and result in better services and outcomes to children and young people.

4.4 Resources and value for money

4.4.1 The Resources and value for money has been highlighted in other key reports to the Council. It is expected that the Project will come in on budget and on time.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no identified legal implications arising from this Report.

4.6 Risk Management

4.6.1 There are no identified risks in the Report.

5 Conclusions

5.7 In December 2012, Leeds City Council signed a contract with the leading supplier Corelogic for use of their system Frameworki.

5.8 Members of staff from across Children's Social Work Service were involved in the procurement of Frameworki. The consensus being that Frameworki will significantly support the work of the service in the future and improve outcomes for children and young people.

5.9 An implementation plan has been established with Corelogic to ensure the Leeds version of Frameworki is built by April 2013 and 'goes-live' in all Children's Social Work Service areas in October 2013.

5.10 To achieve these deadlines the work has been organised into the three work streams of system design and build, data preparation and migration and staff readiness.

Recommendations

5.1 There is no specific recommendation to be made in this report; other than to support the on-going work being undertaken by the CSCS project and the continued engagement with staff across Children's Services and specifically Children's Social Work Services.

5.2 This report will also be supported via a 'live' demonstration of Frameworki by members of the CSCS Project to the Scrutiny Board.

6 Background documents¹

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.

6.1 There are no background documents

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 14th February 2013

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 9th January 2013 and the Council's current list of forthcoming key decisions of relevance for this Scrutiny Board .

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 list of forthcoming key decisions.

4. **Background papers**¹ - None used

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

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>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
Exec Board Request for Scrutiny	Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs		
Recommendation Tracking			
Performance Monitoring	Quarter 1 performance report	Leeds Safeguarding Children – Annual Report	
Working Groups 1) Child Poverty 2) Youth Services 3) Social Services Care System 4) Education Challenge		<ul style="list-style-type: none"> • Youth Services – 2nd October @2pm – Ken Morton Lead • Youth Services – 18th October @2.30pm – Ken Morton Lead 	

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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> <ul style="list-style-type: none"> • Private/Independent Care Homes • Young Carers <u>Board Agree Report*</u> <ul style="list-style-type: none"> • Private Fostering 	
Budget	Initial Budget Proposals 2013/14, Budget Update and School Funding Reforms		
Academies	The Board to consider the implications of Academies for the Local Authority and Education in general.		
Recommendation Tracking	<ul style="list-style-type: none"> • Attendance Inquiry • External Placement Inquiry 	<ul style="list-style-type: none"> • Service Redesign Inquiry* • Pre 2012 outstanding recommendations* 	Child Poverty Update and Recommendation Tracking
Performance Monitoring	Quarter 2 performance report Children's Social Work Improvement Plan	Common Assessment Framework- To consider if improvement have been established with a view to increasing the number of CAF's undertaken. – Lead Steve Walker	Social Services Care System Ofsted?
Working Groups 1) Child Poverty 2 Social Services Care System 3) Education Challenge inquiry	Inquiry Education Challenge – supporting children to achieve in Maths and English	Inquiry - Education Challenge – supporting children to achieve in Maths and English. Foundation Years Inquiry – Wrap up	

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Schedule of meetings/visits during 2012/13

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

WG – Working Group Meeting

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

Area of review	March	April	May
Inquiries	<u>Report to be Agreed*</u> <ul style="list-style-type: none"> • Increasing the number of young people who are in EET <u>Directors Response</u> Private Fostering	<u>Directors Response</u> <ul style="list-style-type: none"> • NEET Report 	
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	<u>Inquiry 3rd and 4th Session</u> Education Challenge – supporting children to achieve in Maths and English	Child Poverty Update and Recommendation Tracking	

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Need to schedule Ofsted report

Updated 29th January 2013

Reports outstanding to be Agreed (From May 2013 onwards)

Education Challenge – supporting children to achieve in Maths and English

The best start – providing good foundations in early life for children to succeed

* Prepared by S Newbould

EXECUTIVE BOARD

WEDNESDAY, 9TH JANUARY, 2013

PRESENT: Councillor K Wakefield in the Chair

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

145 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That the public be excluded from the meeting during consideration of the following parts of the agenda designated 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 2 to the report entitled “Council Brownfield Land Programme” referred to in Minute No. 153 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information within the Appendix contains details relating to the financial and/or business affairs of the authority as it relates to the anticipated values attached to the sites prior to marketing, which if disclosed to the public would, or would be likely to, prejudice the future commercial interests of the Council during any subsequent open market disposal exercise.

146 Late Items

The Chair admitted to the agenda, the following late items of business:

- (a) A report entitled, ‘Local Government Finance Settlement 2013/14 and 2014/15’ (Minute No. 150 referred). It was deemed appropriate that this matter be considered by the Board as a matter of urgency in order to ensure that the Board received at the earliest opportunity the latest information on the Provisional Settlement which was announced on 19th December 2012.

Additionally the Board was in receipt of the following supplementary documents:

- a) Natural Resources and Waste Development Plan Document – Inspector’s Report. The comments made by the Scrutiny Board (Sustainable Economy and Culture) at the meeting held 20th December 2012 were submitted for consideration (Minute 154 refers)
- b) Council Brownfield Land Policy – Site Plans relating to each of the sites detailed within Appendix 1 of the submitted report were submitted to assist Members consideration of the item (Minute 153 refers)
- c) Reform of Adult Social Care and Support – An additional recommendation was submitted for Members consideration (Minute 161 refers)

147 Minutes

Draft minutes to be approved at the meeting
to be held on Friday, 15th February, 2013

RESOLVED – That the minutes of the previous meeting held on 12th December 2012 be approved as a correct record

RESOURCES AND CORPORATE FUNCTIONS

148 Monthly Financial Health Report - Month 8

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

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

149 Leeds City Region Business Rates Pool - update

Further to minute 88 of the meeting held 17th October 2012, the Director of Resources submitted a report providing an update on the development of the Leeds City Region Business Rates Pool. The report set out the financial context of the Pool following publication of the Local Government Finance settlement on 19th December 2012 and sought approval for Leeds to continue to be a member and act as lead authority for the LCR Pool.

In response to a Members' enquiry, the Board noted the response regarding the decision of Craven, North Yorkshire and Selby authorities not to join the LCR Pool

RESOLVED – That agreement be given for Leeds to continue as a member of the Business Rates Pool that has been designated for the Leeds City Region and as lead authority for the Pool. Notwithstanding this decision, the continuation of the Pool will be dependent upon none of the other member authorities choosing to withdraw before 16th January 2013

150 Late Item - Local Government Finance Settlement 2013/14 and 2014/15

The Board considered the report of the Director of Resources on the main features of the Provisional Local Government Finance Settlement which was announced by Government on 19th December 2012. The report outlined the implications for Leeds and contained underlying data which had only become available during the days following publication of the Provisional Settlement and too late for inclusion within the agenda for this meeting.

The Board received an update on the outcome of a meeting held between the Leader of Council, the Director of Resources and the Parliamentary Under-Secretary for London, Local Government and Planning, on 8th January 2013 in respect of Leeds' provisional financial settlement.

It was reported that the DCLG had now acknowledged that an error had been made in the calculation of the "Spending Power" figures as reproduced in paragraph 3:9 of the report and that clarification was awaited on this and several other issues from the Department.

A formal response was being prepared by officers to the Settlement in order to inform the final budget proposals to be considered by Executive Board on 15th February 2013 and to be recommended to Council on 27th February 2013

Responding to a Members' enquiry, clarification was provided on how the figures within the Settlement compared to the funding which had been anticipated for Leeds.

The concerns of the Board were noted in respect of the Settlement and it was proposed that an all-party letter be sent to the Minister detailing the concerns of the Council over the contents of the Provisional Settlement for Leeds.

RESOLVED – That the contents of the report and the intention for the Leaders of the Political Groups to write a joint letter to the Minister setting out the concerns of the Council over the contents of the Provisional Settlement for Leeds, be noted

ENVIRONMENT

151 Proposed Improvements to Golden Acre Park Bakery Cafe

The Executive Board considered the report of the Director of Environment and Neighbourhoods outlining proposals to develop the café at Golden Acre Park with the addition of a conservatory and Changing Places toilet facility, in partnership with a business sponsor and Adult Social Care

RESOLVED - That the contents of the report be noted and that support be given to the principle of a sponsorship agreement with Franklin Windows Ltd for the creation of a conservatory to the existing café at Golden Acre Park

DEVELOPMENT & THE ECONOMY

152 East Leeds Extension and East Leeds Orbital Road

The Director of City Development submitted a report on the emerging proposals for development of the East Leeds Extension and its relationship to the delivery of a new East Leeds Orbital Road. The report also sought consideration of the Council's approach to the infrastructure requirements for the proposals.

Receipt of a late representation was noted, the contents of which were addressed during the Boards' consideration of the matter.

The Board noted the experience which had been gained in obtaining central government support for such schemes through the delivery of the East Leeds Link Road project. Emphasis was placed upon the importance of other infrastructure improvements which were required in the area to ensure that future developments were sustainable. In conclusion the Board highlighted the need to progress this initiative as a priority.

RESOLVED –

- a) That the release of funding of £150,000, necessary for the Council to undertake feasibility work on the East Leeds Orbital Road, be supported;
- b) That approval be given for the principle of the Council taking a leading role in the delivery of the East Leeds Orbital Road and other infrastructure requirements and to formally engage with the landowners about the delivery process;
- c) That the potential for the Council to use its Compulsory Purchase Order powers in the event that land requirements for the East Leeds Orbital Road cannot be secured via negotiation be noted;
- d) That a further report on the outcome of the Feasibility Study be received in due course;
- e) To request that the Director of City Development liaises with appropriate government departments to identify the support that could be made available to facilitate the delivery of infrastructure in the East Leeds Extension to support housing growth.

153 Council Brownfield Land Programme

The Director of City Development submitted a report setting out proposals for the Council to establish a Brownfield Land Programme in order to stimulate and encourage the development of new housing on Leeds City Council unallocated brownfield land.

Copies of site plans illustrating those sites identified in Appendix 1 of the report were circulated to Board Members prior to the meeting.

Following consideration of Appendix 2 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 –

- (i) That approval be given to the establishment of a Brownfield Land Programme based on the principles set out in the report and incorporating those sites listed at Appendix 1 of the submitted report;
- (ii) That approval be given to the ring-fencing of all capital receipts arising from the sale of the sites listed in Appendix 1 to the Brownfield Land Programme;
- (iii) That approval be given for capital receipts arising from disposal of the remaining EASEL Phase 1 development sites to be incorporated into the Brownfield Land Programme;
- (iv) To note the intention to progress the acquisition of two remaining owner-occupied properties on the Askets and subject to the need for these to enable full development, to undertake a marketing exercise for disposal of the site;
- (v) That the re-allocation of uncommitted sites from the former Affordable Housing Strategic Partnership to the Brownfield Land Programme be approved;
- (vi) To note the initial potential for institutional investment in the development of rented housing and that further discussion with third

- parties will be undertaken to establish the potential for this as a route for supporting housing growth in the city;
- (vii) That a further report presenting an evaluation of the performance of the policy be presented to the Board within 12 months

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

154 Natural Resources and Waste Development Plan Document - Inspector's Report

The Director of City Development submitted a report on the Natural Resources and Waste Development Plan Document, including the Inspectors Report which, following independent examination of the Plan, concluded that the Plan Document was "sound". The Board was requested to make a recommendation to full Council that the Plan be adopted.

A copy of the full Inspectors Report was attached to the report for Members consideration. The Board was also in receipt of comments made by Scrutiny Board (Sustainable Economy and Culture) during its consideration of the DPD at the meeting held 20th December 2012.

Reference was also made to a letter of representation received from a member of the public in respect of one site located in east Leeds.

RESOLVED - That the Board notes the contents of the Inspector's Report, including his recommendations and reasons, and recommends to full Council that the Natural Resources and Waste Development Plan Document (the Submitted DPD and Post Submission Changes) pursuant to Section 23 of the Planning and Compulsory Purchase Act 2004 as presented to this meeting, be adopted

(The resolutions referred to within this minute were not eligible for Call In, as the Development Plan Document which incorporates the Natural Resources and Waste Development Plan Document, is part of the Budgetary and Policy Framework. Therefore, the ultimate determination of such matters are reserved to Council, in line with the Council's Budget and Policy Framework Procedure Rules)

155 Review of the ALMO Management Arrangements

The Executive Board considered the report of the Assistant Chief Executive (Customer Access and Performance) setting out the background to the review of housing management services in Leeds initiated earlier in the year and presenting options for the future delivery of housing management in the city, prior to a wider consultation on the future direction.

The review covered both the delivery aspect of the service, predominantly provided by the three ALMOs; and also the strategic landlord and other related functions provided by the Environment and Neighbourhoods directorate. Extensive engagement work had been undertaken with key stakeholders and the review had concluded that two options for the future

delivery of housing management services should be consulted upon including a full test of tenant opinion, before a final decision is taken. The two options being:

- a) Move to a single company model (e.g. a single ALMO) with a retained locality delivery structure and strengthened governance arrangements; or
- b) Move to all services being integrated within direct council management with a retained locality delivery structure and strengthened governance arrangements to include tenants and independent members.

The Board received assurances that measures would be introduced to ensure that response levels to the consultation exercise were maximised and that the implementation of the new arrangements would be done on an all-party basis, once the new arrangements had been determined. In addition, the Board received clarification on the status of the Tenant Management Organisations and considered the role of Scrutiny in the consultation process.

RESOLVED – That the progress made so far on the review be noted and that the following two options be taken forward to the next stage for consultation:

- i) a move to a single company model (e.g. a single ALMO) with a retained locality delivery structure and strengthened governance arrangements; OR
- ii) a move to all services being integrated within direct council control with a retained locality delivery structure and strengthened governance arrangements to include tenants and independent members

156 Development of New Council Houses

The Directors of City Development and Environment & Neighbourhoods submitted a joint report on the progress made towards the delivery of new Council homes over the next three years utilising Housing Revenue Account (HRA) resources. The report sought approval for the sites contained within the shortlist at Appendix 1 of the report in order to progress the proposals to the next stage of the scheme.

The Board discussed the details of the site selection and property type as outlined in the report. Responding to the comments made in respect of the use of commuted sums for the provision of Affordable Housing to assist delivery of the initiative; the Director of City Development undertook to provide a written response to the Member in question on this issue. In addition, the Board noted the comments made on the need for this initiative to have regard to provision of older peoples' housing and that a report on this issue was scheduled to be submitted to the next meeting.

RESOLVED –

- i) That approval be given to the proposals to progress the development of the HRA new build programme towards final site selection from the shortlist provided at Appendix 1, and through to the design and construction phases.

- ii) That approval be given to delegate the development of HRA new build programme to the Directors of City Development and Environment & Neighbourhoods, in consultation with the Executive Member for Development and the Economy and the Executive Member for Neighbourhoods, Planning and Support Services.
- iii) That approval be given to an injection of £1.38m of commuted sums which were previously earmarked for affordable housing and remain unallocated, bringing the total resource to £10.88m

CHILDREN'S SERVICES

157 Response to Deputation - Allerton Fields

The Director of Children's Services submitted a report setting out the response to the Deputation brought to the full meeting of Council on 12th September 2012 by the "Friends of Allerton Grange" group in respect of the Allerton Fields site. The response included proposals to transfer the site from Children's Services to the Environment and Neighbourhoods Directorate and outlined the ongoing discussions between the Directorates regarding the ownership and future maintenance of the site.

A copy of the full deputation speech made to Council was included within the report for Members consideration.

RESOLVED –

- a) That the response to the Deputation in respect of Allerton Fields and the ongoing discussions between the Council Directorates regarding future ownership and maintenance of the site be noted
- b) That the transfer of the Allerton Fields site from Children's Services to the Environment and Neighbourhoods Directorate be agreed.

158 Expression of Interest - University Technical College for Leeds

The Board considered the report of the Director of Children's Services on the submission of an Expression of Interest to the Department for Education for the establishment of a University Technical College (UTC) for Leeds with Leeds City Council being proposed as one of the main partners in this new Academy.

A copy of the Expression of Interest made on 16th November 2012 was attached for Members reference along with a copy of the response from the Parliamentary Under Secretary of State for Schools. The report sought the Boards support for the Council having a central role in any further developments in the future.

Responding to a Members' query regarding potential sites for the UTC, the Board received confirmation that a final schedule of sites would be provided once discussions with partners and stakeholders' had concluded.

In conclusion, the comments made on the need for the project to be progressed as a priority were noted, whilst the Board acknowledged the need

for the Council to work alongside the most appropriate partners in order to ensure the initiative was sustainable.

RESOLVED -

- a) That the content of the report be noted
- b) That support be given for the Council to broker discussions at the highest level to explore the potential for the development of UTCs in Leeds and helping partners move forward any proposals at pace.

159 The Development of All-Through Schools at Carr Manor and Roundhay - Lessons Learned

Further to minute 224(d) of the Executive Board meeting held 7th March 2012, the Director of Children's Services submitted a report advising Members of the lessons learned following the report taken to Scrutiny Board (Children's and Families) on 27th September 2012 in respect of the all-through school developments at Carr Manor and Roundhay. The report set out the history of the two Basic Need projects and detailed the recommendations of the Scrutiny Board.

Members noted the work undertaken by Scrutiny Board (Children and Families) and expressed thanks to Councillor J Chapman, Chair of Scrutiny Board (Children and Families) who was in attendance at the meeting.

RESOLVED –

- a) That the recommendations made by Scrutiny Board (Children and Families) at its meeting held 27th September 2012 be noted; and
- b) That the lessons learned from the Carr Manor and Roundhay projects and the changes in procedure which have been implemented, be noted

ADULT SOCIAL CARE

160 Dementia Friendly Cities

The Director of Adult Social Services and the Director of Public Health submitted a joint report providing an overview of what is meant by the term "dementia-friendly" communities and advising the Board of the work undertaken so far in Leeds to develop a plan for a dementia-friendly Leeds.

Members commented on the growing demand for services and the important role played by volunteers and families in service provision, whilst also noting the work being undertaken in related areas by the Health and Wellbeing Board and Healthy Leeds Partnership.

RESOLVED -

- a) To note the progress made on local strategy and actions to improve the experience of living with dementia in Leeds, including the significant investment from local NHS transformation funds
- b) That a commitment to dementia-friendly Leeds be affirmed and that support be given to the request for local strategic partners to support the formation of a Leeds Dementia Action Alliance

- c) That the Board supports the initiative to lead and prioritise this commitment within all areas of Executive responsibility
- d) That all Strategic Directors be requested to develop a proposal which identifies appropriate front-line staff to have dementia-awareness training, and the associated costs.

161 Reform of Adult Social Care and Support

The Director of Adult Social Services submitted a report providing a summary of the Government’s plans for the development of social care and support in England and a summary of the current position in Leeds in respect of the proposals set out in the “Better Lives for Leeds” strategy.

In addition to the report, the Board considered an additional recommendation proposed by the Executive Member for Adult Social Care.

Reflecting on the increasing demand for services, the Board noted the importance of maximising care provision in local communities.

RESOLVED –

- a) That the contents of the report be noted, particularly the requirements that will be made of adult social care services in the future consequent to the passage of the relevant legislation
- b) That cross party support be given to the introduction of a new funding model for Adult Social Care Services which is adequately resourced and able to provide long term sustainability for the sector
- c) That cross-party support be given to the “Show Us You Care” campaign initiated by the Local Government Association and that support be given for the proposal to write a letter to local MPs and to raise local awareness of the issue

DATE OF PUBLICATION: 11TH JANUARY 2013

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 18TH JANUARY 2013 (5.00P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 21st January 2013)

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LIST OF FORTHCOMING KEY DECISIONS

10 September 2012 – 4 February 2013
For Scrutiny Board Consideration (Children and Families)

What is the ‘List of Forthcoming Key Decisions’?

The ‘List of Forthcoming Key Decisions’ is a list of the key decisions the Authority intends to take from 10th September 2012 onwards. The document is updated as often as required. Details of each key decision will be available to the public at least 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 ‘List of Forthcoming Key Decisions’ tell me?

This document gives information about:

what key decisions are due to be taken by the authority
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, 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 this document 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?

This document 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

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

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

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 within this document. Other documents relevant to the key decision may be submitted to the 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 within this document.

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 ‘List of Forthcoming Key Decisions’?

This document can be found on the Leeds City Council website.

About this publication

For enquiries regarding this document please e-mail: cxd.corporategovern@leeds.gov.uk or telephone: 0113 39 51712.

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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 ইংরেজীতে 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 並說明本身所講語言的名稱。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 ज़रूरत 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 (दुभाषिए) से संपर्क करेंगे।

(Punjabi):-

ਅਗਰ ਤੁਸੀਂ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਲੇਖ ਖੱਤਰ 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 ਕਹਾਂ ਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂ ਗੇ.

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 2243462 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۔

LIST OF FORTHCOMING KEY DECISIONS

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, Head of Commissioning and Market Management, Children's Services paul.bollom@leeds.gov.uk
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.	Director of Children's Services	1/10/12	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.	Programme Board Mandate, Troubled Families Financial framework, Options Appraisal (to follow)	Jim Hopkinson, Head of Service - Targeted Services jim.hopkinson@leeds.gov.uk

<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>Fire Safety Works in Schools 2012-13 Approval to Phase 2 of a programme of fire safety works at schools at an estimated cost of £758,000. This work is to commence during the financial year 2012-13 and approval is sought to incur expenditure. The design of this phase of the programme is underway.</p>	<p>Director of Children's Services</p>	<p>1/12/12</p>	<p>Consultation regarding individual works has been and will continue to be undertaken with the individual schools. There is no requirement for resident or public consultation as these are internal building adaptations that will not require a formal planning application or impact the local community</p>	<p>Design and cost report</p>	<p>Charlotte Foley, Lead Officer for the Built Environment charlotte.foley@leeds.gov.uk Tel: 2143936</p>
<p>National Citizen Scheme (NCS) proposed delivery by Leeds Youth Service Agreement to sub contract arrangement with NCS Network Partnership (National Youth Agency, Catch 22, Serco, UK Youth, V Inspired)</p>	<p>Director of Children's Services</p>	<p>11/1/13</p>	<p>Contract is currently with Legal Services for their advice on terms and conditions.</p>	<p>National Citizen Service contract</p>	<p>Jean Davey, Youth Offer Lead jean.davey@leeds.gov.uk</p>

<p>To proceed with asbestos related works in Leeds schools and seek authority to incur expenditure from the capital programme Approval to proceed with asbestos related works in Leeds schools and seek authority to incur expenditure from the capital programme of £466,315.</p>	<p>Director of Children's Services</p>	<p>14/1/13</p>	<p>Affected schools including governors.</p>	<p>Design & Cost Report</p>	<p>Charlotte Foley, Lead Officer for the Built Environment charlotte.foley@leeds.gov.uk, 0113 2243936</p>
<p>Supported Accommodation Contract The award of the contract for supported accommodation</p>	<p>Director of Children's Services</p>	<p>15/1/13</p>	<p>Procurement Unit, Legal Services.</p>	<p>Waiver Report</p>	<p>Iain Dunn, Strategic Category Manager iain.dunn@leeds.gov.uk Tel: 07891 271662</p>
<p>Commissioning of Independent Support work for disabled children requiring specialist provision Approval to award a framework contract to deliver Independent Support Work for disabled children requiring specialist provision from 1st January 2014. This award will follow a competitive tender exercise to commence January 2013.</p>	<p>Director of Children's Services</p>	<p>25/1/13</p>	<p>Lead Member for Children's Services will be briefed on the decision and families and other stakeholders will be consulted on the service model.</p>	<p>Extension Report</p>	<p>Paul Bollom, Head of Commissioning and Market Management, Children's Services paul.bollom@leeds.gov.uk</p>

<p>The award of a range of contracts on behalf of the director of Children's Services.</p> <p>The award of contracts for the provision of Youth Inclusion Projects, Substance Misuse Treatment and Children and Adolescent Mental Health Services.</p>	<p>Director of Children's Services</p>	<p>Not before 12th/2/13</p>	<p>Procurement Unit, Legal Services.</p>	<p>Waiver Reports</p>	<p>Iain Dunn, Strategic Category Manager</p> <p>iain.dunn@leeds.gov.uk Tel: 07891271662</p>
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<p>Basic Need Programme Part A-Permission to consult, school place expansions for 2014, Part B-Design & Cost Report Morley Newlands Primary School Permission to consult on primary expansions and change of age range and approval to incur expenditure for the design and construction of the new and expanded Morley Newlands Primary School.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>Consultation on primary expansions would take place over a five week period 25 February-29 March 2013. Consultation about lowering the age range at Hollybush Primary School would conclude 12 April 2013. Ward Members and governing bodies of schools have been consulted. Consultation has taken place with Children's Services Officers and school Representatives on the proposed scheme at Morley Newlands. Public consultation in September 2012 included Ward Members for Morley. Ward Members and local community groups have been consulted with directly.</p>	<p>Report to be issued to the decision maker with the agenda for the meeting</p>	<p>James Saunders, Built Environment Programme Manager, Stuart Gosney, Capacity Planning and Sufficiency Lead</p> <p>stuart.gosney@leeds.gov.uk james.saunders@leeds.gov.uk,</p>
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<p>Behaviour, Emotional and Social Difficulties (BESD) - Permission to consult on BESD school expansions for 2013-14 academic year. To approve the following consultations to change the age range of the BESD Specialist Inclusive Learning Centre, to expand the capacity of the provision using existing sites at Elmete Wood, Stonegate Road, the Burley Park Centre, the Hunslet Gate Centre and the Tinshill Centre. To expand the North East SILC (Oakwood Lane).</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>Initial consultation completed, statutory consultation cannot begin until this key decision is made.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Alun Rees, Head of the Virtual College alun.rees@leeds.gov.uk</p>
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<p>Change of host school for Primary resourced provision for deaf and hearing impaired children To give permission to consult on the closure of the resourced provision for deaf and hearing impaired children at Cottingley Academy Primary School, and the opening of a new resourced provision for deaf and hearing impaired children at Talbot Primary School.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<ul style="list-style-type: none"> • Cottingley Academy and the governors and Headteacher at Talbot have been consulted and are in agreement with the proposals. • A full statutory consultation will need to take place. This will be outlined in the report. • Parents of deaf children and organisations such as National Deaf Children's Society will be involved in planning the future provision. 	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Tony Bowyer, Sensory Service Lead tony.bowyer@leeds.gov.uk Tel: 0113 3957498</p>
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<p>Little London Primary School - Project to deliver additional capacity on existing site</p> <p>Approval for remodelling of existing school to provide additional teaching spaces to accommodate additional pupil numbers. Approval is sought to incur expenditure of approximately £675,000 (costs to be confirmed prior to submission of DCR).</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>Consultation regarding detailed work has been and will continue to be undertaken with the school. Public and Ward Member consultation has taken place on re-provision of the space at facility in the new school building and the community centre. Consultation will take place as part of the formal planning application to site a temporary unit at the school during the period of the works.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>James Saunders, Built Environment Programme Manager</p> <p>james.saunders@leeds.gov.uk</p>
<p>Proposed budget plan to cease school clothing allowance from June 2013. Permission to enter into consultation with stakeholders from February 2013 - May 2013 prior to implementation in June.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>15/2/13</p>	<p>Feb-May 2013</p>	<p>The report to be issued to the decision maker with the agenda for meeting.</p>	<p>Jody Sheppard, Family Support and Parenting Lead</p> <p>jody.sheppard@leeds.gov.uk</p>

Public consultation on changes to Children's Services Transport Policy Permission to enter into public consultation on the scope and content of a new Children's Services Transport Policy	Executive Board Portfolio: Children's Services	15/2/13	February 2013	The report to be issued to the decision maker with the agenda for the meeting	Allan Hudson, Senior Contract Manager Allan.hudson@leeds.gov.uk
White Rose Framework Contract The award of the contracts for the White Rose Residential Framework Contract.	Director of Children's Services	15/2/13	Procurement Unit, Legal Services.	Grant Agreement	Iain Dunn, Strategic Category Manager iain.dunn@leeds.gov.uk Tel: 07891271662
Revised Nursery Fees 2013/14 To accept the proposal for nursery fees for 2013/14.	Director of Children's Services	28/2/13		Report, EIA and Letter to parents	Andrea Richardson, Head of Early Help Service andrea.richardson@leeds.gov.uk
Short breaks for disabled children capital grant for 2012/13 Request for approval of Authority to spend short breaks capital.	Director of Children's Services	28/2/13	N/A	Design and cost report	Barbara Newton, Head of Complex Needs barbara.newton@leeds.gov.uk

<p>To proceed with Planned Maintenance Programme 2013/14 in Leeds schools and to incur expenditure from capital programme. Approval to proceed with Planned Maintenance Programme 2013/14 in Leeds schools and seek authority to incur expenditure from the capital programme.</p>	<p>Director of Children's Services</p>	<p>4/3/13</p>	<p>Affected Schools including Governors.</p>	<p>Design and Cost Report.</p>	<p>Charlotte Foley, Lead Officer for the Built Environment charlotte.foley@leeds.gov.uk</p>
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<p>A Strategic Review of the Leeds 'Youth Offer' To delegate a budget from April 2013 to Area Committees so that they can commission activities which engage young people. To restructure the Youth Service and end their 'generalist' role within the overall Youth Offer, to have a clearly defined delivery role, which better meets more targeted need, whilst enshrining the significance of professional youth work. To determine if resource available for youth work which meets more targeted need should be subject to competition.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>13/3/13</p>	<p>A consultant has conducted an elected member led review engaging with over 40 stakeholders sessions with elected members. Young people, staff and voluntary and community faith partners. The principles and propositions from the review will be widely circulated with responses fed into the review.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting.</p>	<p>Ken Morton, Head of Service - Young People & Skills ken.morton@leeds.gov.uk</p>
<p>Annual consultation on school admissions arrangements for September 2014 To approve the school admissions arrangements for 2014, in order to meet a statutory deadline of 15th April 2013.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>13/3/13</p>	<p>Consultation to take place between Friday 30th November and Friday 25th January 2013.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Lesley Savage, Senior Planning Manager lesley.savage@leeds.gov.uk, 0113 24 75577</p>

<p>Determination of School admissions arrangements for 2013 Approval of admissions arrangements.</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>13/3/13</p>	<p>N/A</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Lesley Savage, Senior Planning Manager lesley.savage@leeds.gov.uk</p>
<p>Implementing a new children's services structure through the restructure of existing provision 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>1/4/13</p>	<p>Staff, Trade Unions</p>	<p>Delegated Decision Report and relevant structure charts</p>	<p>Nigel Richardson, Director of Children's Services nigel.richardson@leeds.gov.uk</p>
<p>New temporary contract for Family Intensive Support Providers. The new contract will be for 3 months with a possible further 3 month extension To create a new temporary contract with current providers to ensure a smooth transition in the re-commission of the Family Intensive Support Services.</p>	<p>Director of Children's Services</p>	<p>31/3/13</p>	<p>Contracts, Chief Officer, Finance</p>	<p>Waiver report and delgated decision forms</p>	<p>Lousie Atherton, Commissioning Programme Manager louise.atherton@leeds.gov.uk</p>

<p>Beeston Primary School - Project to Deliver Additional Accommodation to Support Increase in School Capacity Approval for extension to existing school to provide additional teaching spaces and hall space. Approval is sought to incur expenditure of approximately £1,269,000 (costs to be confirmed prior to submission of DCR).</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>24/4/13</p>	<p>Consultation regarding the detailed work has been and will continue to be taken with the school. Public and Ward Member consultation has taken place and will continue. Consultation will take place as part of the formal planning application which is expected to be submitted during December 2012</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>James Saunders, Built Environment Programme Manager james.saunders@leeds.gov.uk</p>
<p>Beeston Primary School - Project to Deliver Additional Accommodation to Support Increase in School Capacity Approval for extension to existing school to provide additional teaching spaces and hall space. Approval is sought to incur expenditure of approximately £1,269,000 (costs to be confirmed prior to submission of DCR).</p>	<p>Executive Board Portfolio: Children's Services</p>	<p>24/4/13</p>	<p>Consultation regarding the detailed work has been and will continue to be taken with the school. Public and Ward Member consultation has taken place and will continue. Consultation will take place as part of the formal planning application which is expected to be submitted during December 2012</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>James Saunders, Built Environment Programme Manager james.saunders@leeds.gov.uk</p>

<p>New temporary contract for Family Intensive Support Providers. The new contract will be for 3 months with a possible further 3 month extension To create a new temporary contract with current providers to ensure a smooth transition in the re-commissioning of the Family Intensive Support Services.</p>	<p>Director of Children's Services</p>	<p>31/3/13</p>	<p>Contracts, Chief Officer, Finance</p>	<p>Waiver report and delegated decision forms</p>	<p>Louise Atherton, Commissioning Programme Manager louise.atherton@leeds.gov.uk</p>
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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.