

Leicester
City Council

Democratic and Civic
Support
Town Hall
Town Hall Square
Leicester
LE1 9BG

19 June 2013

Sir or Madam

I hereby summon you to a meeting of the LEICESTER CITY COUNCIL to be held at the Town Hall, on THURSDAY, 27 JUNE 2013 at FIVE MINUTES PAST FIVE in the afternoon, for the business hereunder mentioned.

Monitoring Officer

AGENDA

- 1. LORD MAYOR'S ANNOUNCEMENTS**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES OF PREVIOUS MEETING**
- 4. PETITIONS**
 - Presented by Councillors
 - Presented by Members of the Public
- 5. QUESTIONS**
 - From Members of the Public
 - From Councillors

6. REPORTS OF EXECUTIVE

6.1 Provision of Community Care to People who Access Substance Misuse Service.

7. REPORTS OF SCRUTINY COMMITTEES

7.1 Scrutiny Annual Report 2013/14

8. REPORTS OF REGULATORY COMMITTEES

8.1 Appointment of Chief Operating Officer.

9. EXECUTIVE AND COMMITTEES

To note any changes to the Executive. To vary the composition and fill any vacancies of any Committee of the Council.

10. NOTICES OF MOTION

11. ANY OTHER URGENT BUSINESS

Thursday, 27 June 2013

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REPORTS OF THE EXECUTIVE

6.1 PROVISION OF COMMUNITY CARE ASSESSMENT SERVICES FOR PEOPLE WHO MISUSE SUBSTANCES

A copy of the report is attached.

The Council is recommended to approve the acceptance of a delegated function, to the City Council from Leicestershire and Rutland County Council's thus enabling it to continue to carry out Community Care Assessment and Care Management functions for people who misuse substances living in those areas.

**Sir Peter Soulsby
City Mayor**

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Executive Decision Report

Provision of Community Care Assessment Services for People who Misuse Substances

Decision to be taken by: Council
Decision to be taken on: 27 June 2013
Lead director: Ruth Lake



City Mayor

Useful information

- Ward(s) affected: All
- Report author: Sarah Morris, Head of Service, Localities
- Author contact details: Sarah.Morris@leicester.gov.uk, 0116 2211559
- Report version number: 1.1

1. Summary

The purpose of this report is:

- 1.1 To convey the success of the partnership working in this area and seek Council approval for the acceptance of a delegated function, to the City Council from Leicestershire and Rutland County Councils, thus enabling it to continue to carry out Community Care Assessment and Care Management functions for people who misuse substances living in those areas.

2. Recommendations

Executive is recommended to:

- 2.1 Note and formally approve the delegation to the Council of a social care function by Leicestershire and Rutland County Councils of their community care assessment and care management arrangements for people who misuse substances from 1st April 2013 to 31st March 2016.
- 2.2 Authorise the Director of Adult Social Care and Safeguarding to enter into agreements which give effect to the arrangements as detailed in this report and in paragraph 2.1 in consultation with and with advice from the City Barrister.

3. Supporting information including options considered:

- 3.1 Leicester City Council and Leicestershire County Council are currently party to an agreement for the provision of community care assessment services to people who misuse services. Council approved this arrangement on 25th November 2010 and 29th June 2011 for a period from 1st April 2009 – 31st March 2013. The current agreement under which these services are provided by the City Council on behalf of the County Council expires on 31st March 2013.
- 3.2 Under this agreement Leicester City Adult Social Care provides this assessment service on behalf of the County Council and is funded to do so by the Councils' social care services and the Drugs and Alcohol Action Teams.
- 3.3 The Substance Misuse Team within Leicester City Council Adult Social Care is responsible for assessing needs and determining eligibility for residential rehabilitation. The Team Leader is responsible for seeking authorisation from

senior managers within the appropriate Adult Social Care Department for any residential rehabilitation placements required and the team then arrange these and monitor them.

- 3.4 Rutland had historically been intended to be party to this agreement but withdrew before the current agreement was signed.
- 3.5 The parties wish to continue the arrangements under a new agreement, to be established from April 2013 – March 2016. Rutland County Council is also going to be party to these arrangements for this period.
- 3.6 This proposed agreement is not substantially different from the current agreement; there are some wording changes to take account of changes in job titles and staff within these roles, activity data over the last couple of years and Rutland's involvement in the new agreement.
- 3.7 Consideration was given to the option of ending the arrangements and each party providing this service on its own behalf. However, the parties are all happy with the quality of service provided by Leicester City Adult Social Care. The team comprises of 4 workers and a 0.5 management post; this specialist service could not be resourced by individual parties but the agreement arrangements allow for the provision of a specialist, skilled team to meet the needs of this particular group of people across the three local authorities. This has been an excellent example of partnership working between the councils in order to provide a quality service in an efficient and practical way through economies of scale and a streamlined management structure.
- 3.8 Consideration was also given to reviewing the function and responsibilities of this team. However, the parties will be required to review the wider provision of drugs and alcohol services over the next couple of years and so it was agreed that it would be appropriate to continue with an agreement similar to the current one whilst this work is undertaken. The function of the team can then be reviewed in depth as part of this wider review.

4. Details of Scrutiny

None

5. Financial, legal and other implications

5.1 Financial implications

The report is seeking to extend current arrangements for the next 3 financial years, 2013/14 to 215/16. No financial implications.

Rohit Rughani, Principal Accountant

5.2 Legal implications

This report sets out that Council approved the acceptance of a delegated function from Leicestershire and Rutland County Councils' for the period 1 April 2009 – 31 March 2013, and that further Council approval is required for the period beyond 31 March 2013.

The acceptance of a delegation of any function from another local authority requires Council approval, under Part 2, Article 4.02 of the Constitution.

The Council has legal powers to accept such delegation under s101 Local Government Act 1972 and enter into such agreement with Leicestershire and Rutland Councils'.

In order for the arrangement to continue beyond 31 March 2013, the Council needs to approve this acceptance of delegation of function from Leicestershire and Rutland Councils' and client officers are seeking this for the term 1 April 2013 – 31 March 2016. Legal services are advising on a revised agreement for the term proposed, subject to Council approval.

Beena Adatia, Principal Solicitor (Commercial & Contracts), ext 29 6378

5.3 Climate Change and Carbon Reduction implications

No climate change implications.

5.4 Equality Impact Assessment

An equality impact assessment has not been completed as there is no proposed change to the service being provided.

5.5 Other Implications (You will need to have considered other implications in preparing this report. Please indicate which ones apply?)

None identified.

6. Background information and other papers:

7. Summary of appendices:

8. Is this a private report (If so, please indicated the reasons and state why it is not in the public interest to be dealt with publicly)?

No

9. Is this a “key decision”?

No

10. If a key decision please explain reason

In determining whether it is a key decision you will need consider if it is likely:

- to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council’s budget for the service or function to which the decision relates.
- to be significant in terms of its effects on communities living or working *in two or more wards in the City*.

Expenditure or savings will be regarded as significant if:

- (a) In the case of additional recurrent revenue expenditure, it is not included in the approved revenue budget, and would cost in excess of £0.5m p.a.;
- (b) In the case of reductions in recurrent revenue expenditure, the provision is not included in the approved revenue budget, and savings of over £0.5m p.a. would be achieved;
- (c) In the case of one off or capital expenditure, spending of over £1m is to be committed on a scheme that has not been specifically authorised by Council.

In deciding whether a decision is significant you need to take into account:

- Whether the decision may incur a significant social, economic or environmental risk.
- The likely extent of the impact of the decision both within and outside of the City.
- The extent to which the decision is likely to result in substantial public interest
- The existence of significant communities of interest that cannot be defined spatially.

27 June 2013

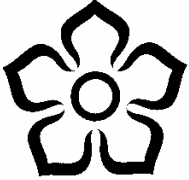
REPORTS OF SCRUTINY COMMITTEES

7.1 SCRUTINY ANNUAL REPORT

The Scrutiny Support Manager submits a report that provides an overview of the Scrutiny Annual Report 2012-2013.

A copy of the covering report is attached, along with the relevant minute extract from the Overview Select Committee held on 22 May 2013. A copy of the full annual report is appended separately.

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Leicester
City Council

WARDS AFFECTED
All wards

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Overview Select Committee
Full Council

22nd May 2013
27th June 2013

Scrutiny Annual Report

Report of the Scrutiny Support Manager

1. Purpose of Report

1.1 This report provides an overview of the Scrutiny Annual Report for 2012-2013.

2. Summary

2.1 The Chairs of the Overview Select Committee and Scrutiny Commissions developed a summary of the activities they have undertaken during 2012-13. The Scrutiny Annual Report highlights their areas of work and also the outcomes achieved.

3. Recommendations

3.1 Full Council is asked to note and endorse the work of Scrutiny during 2012-2013.

4. Annual Report

4.1 The Annual Report contains an introduction by the Chair of the Overview and Select Committee, which gives an introduction to scrutiny as a whole.

4.2 Each Committee / Commission has reported on their activities during the year.

4.3 Details of the re-configuration of the Scrutiny Commissions have also been included.

5. Progress

5.1 All members have received a copy of the Annual Report and those partners and stakeholders who have been involved in scrutiny activities will also receive a copy.

5.2 A limited number of paper copies will be made available upon request and an electronic version of the report will be made available on the Council's website.

6. FINANCIAL, LEGAL AND OTHER IMPLICATIONS

6.1 Financial Implications

There are no financial implications associated with the preparation of the Annual Scrutiny Report, beyond the use of existing resources.

6.2 Legal Implications

No legal implications
(Sarah Khawaja, Principal Regulatory Solicitor)

7. Other Implications

OTHER IMPLICATIONS	YES/NO	Paragraph References Within Supporting information
Equal Opportunities		Implications were considered by each of the Scrutiny Commissions and the Overview Select Committee as part of the appropriate scrutiny process.
Policy		
Sustainable and Environmental		
Crime and Disorder		
Human Rights Act		
Elderly/People on Low Income		

8. Consultations

8.1 The Chairs and Vice-Chairs of the Overview Select Committee and the Scrutiny Commissions were consulted on the content of the Annual Report.

9. Report Author

Marie Galton
Scrutiny Support Manager
39 8896

Scrutiny Annual Report 2012 - 2013





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Introduction to the Scrutiny Annual Report

2012-13

It gives me great pleasure to introduce the Annual Scrutiny Report for 2012 – 2013.

This report highlights key pieces of work undertaken by the Scrutiny Commissions over the last year and also looks ahead to future challenges.

Scrutiny is currently operating in a rapidly changing landscape. The national economic climate and the significant reductions in local government funding will impact on the way the City Council delivers its services. Leicester City Council has already planned to reduce its annual spending by £75m and we estimate that additional cuts of £50m will need to be made by 2016, with further pressures resulting from the welfare reform programme. Scrutiny played a vital role in undertaking a detailed examination of the budget process and highlighting areas in need of further work. For example, the Adults, Social Care and Housing Commission considered the proposals put forward for reducing the homelessness budget and recommended that the Executive reduce the level of savings by half. This is still being considered by the Executive.

We see Scrutiny as playing a key role in ensuring that the Council continues to provide an effective and efficient service to our residents, businesses and other users of the city services. We will support the City Mayor and the Executive in tackling these challenges by reviewing and scrutinising the decisions taken, by monitoring the performance of the Council and partner organisations, and by assisting in policy review and development. The scrutiny commission Chairs and I work as a team. We act as critical friends to the City Mayor and the Executive, providing a rigorous but fair challenge.

It has been a busy year for scrutiny and I would like to highlight just a few of the activities we have been involved in. Locally, we saw the election of the Police and Crime Commissioner and the introduction of his Policing and Crime Plan. Our Neighbourhood and Community Involvement Scrutiny Commission reviewed the plan and submitted detailed comments during the consultation process. Also, a joint health scrutiny review, undertaken with Leicestershire and Rutland County Councils, looked at the decision to close the Children's Heart Unit, at Glenfield. Evidence was submitted to the Secretary of State for Health, resulting in a visit from an

Independent Re-configuration Panel. It was recently announced that NHS plans to end children's heart surgery at three centres, including Glenfield, were flawed and could not go ahead in their current form. The NHS has been asked to come up with a new plan for children's heart surgery. Our health scrutiny review helped influence this decision.

Looking forward to 2103-14, we will be looking at our current scrutiny arrangements to ensure they are able to meet the challenges ahead, particularly as services will increasingly be delivered across several organisations. The delivery of services will inevitably cross geographical boundaries and we will continue to develop effective working arrangements with our partners.

It is important that the public feel able to contribute to the work of Scrutiny and there are a number of ways for them to do this either by asking questions at meetings, submitting petitions or inspecting reports and other supporting documentation.

We have reviewed our existing scrutiny commissions and have re-configured these to reflect the changing demands we are facing. Details of these appear at the end of this report.

To ensure Elected Members are able to undertake effective scrutiny, a series of development workshops, focussing on the current challenges facing scrutiny members, was recently held. These sessions highlighted a number of issues which will inform our future scrutiny working arrangements.

I have enjoyed working with the other Scrutiny Chairs to ensure we continue to provide good quality services to our residents. We all look forward to the challenges the new municipal year will bring.



Councillor **Ted Cassidy** | Chairman of the Overview Select Committee 2012 - 13

Annual Report – Overview Select Committee (OSC)

What is scrutiny?

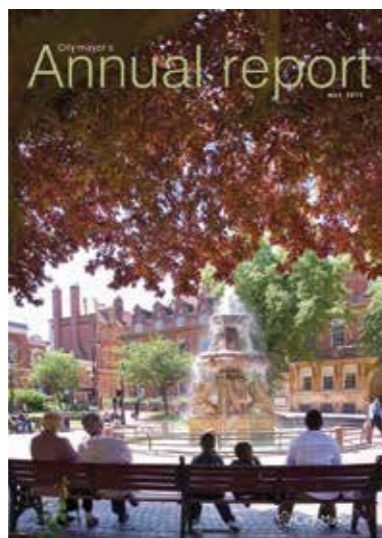
Overview and Scrutiny is vital to the work of Leicester City Council and its partners. It helps to develop policy, improve the performance of the Council and hold the City Mayor and Executive to account for their decisions. Scrutiny acts as a critical friend, standing back from the day to day decision-making to look at outcomes for Leicester residents and contributes to improved performance.

The work plan for scrutiny sets out the forward work programme for OSC and each of the Scrutiny Commissions and includes details of current and upcoming reviews, policy development and performance monitoring. Updated versions of the plan are considered at each OSC meeting and the City Mayor is kept informed of scrutiny activities.

Regular work undertaken

OSC considers and comments on standing items which include monitoring:

- Budget proposals, revenue and capital out-turn reports, which compare spending against the budget for all General Fund Services and the Housing Revenue Account
- Treasury management, capital, revenue and income collection reports
- Procurement plans
- Petitions
- City Mayor’s Delivery Plan and the Plan of Key Decisions
- Questions for the City Mayor



Other programmed work

In response to issues raised by elected members, the Chair of OSC worked with the Chair of Standards to update the **Political Conventions** to ensure they were not only fit for purpose but directly addressed the issues raised by elected members.

A review of the **Connecting Leicester** Programme was undertaken by OSC to provide a considered response to the Mayor’s Connecting Leicester proposals. The programme is of wide public interest and was predicted to cost £19m to implement. We felt that it was important for OSC to scrutinise the programme in some detail.

Following recommendations made by the Committee we can report the following updates:

- Each scheme which affects the main road network is looked at in detail to establish the acceptability of its effect on road capacity.
- Jubilee Square now includes proposals for various highway and pedestrian improvements which will provide a gateway to the city centre
- Work is being undertaken to establish the feasibility of providing children’s play equipment in the city centre
- The need to improve the displays at Jewry Wall has been identified as a key action for the Arts and Museums Service during 2013/14.



The Committee submitted a detailed response to the Local Government Boundary Commission for England in response to its consultation on **electoral boundary changes** relating to the size of the Council. The committee highlighted the need to maintain the current number of elected members to effectively meet the needs of the electorate.

OSC identified a number of issues surrounding **procurement** and welcomed the establishment of the Local Procurement Task Force by the City Mayor. This task force has overseen significant progress in making opportunities available for Small and Medium Enterprises and also Small Local Suppliers (Voluntary and Community Sector). OSC now receives regular updates on the existing Corporate Procurement Plan and will consider future procurement plans.

OSC has undertaken rigorous monitoring of **petitions** received by the Council, focussing on reducing the time taken to respond to petitions.

Following the development of the draft Equality and Diversity Strategy, OSC resolved to establish a Task Group to monitor the **equality impact of the welfare changes** on Leicester’s residents. This work is planned for 2013-14.

Scrutiny Commission Reviews

OSC receives the scoping documents for proposed reviews from the scrutiny commissions and receives final reports for comment and endorsement. Details of these reviews appear within the scrutiny commissions pages of this report.

Looking forward

There are a number of major projects and issues which OSC will need to consider during the coming year, either directly or following examination by the appropriate Scrutiny Commission, for example:

- Connecting Leicester
- The Economic Development Action Plan delivery
- Monitoring the strategic impact of processes and performance in terms of reducing inequalities
- The equality impact of welfare changes
- Transition to alternative premises from New Walk Centre

Statement from the chair

“I would like to thank all members involved in the scrutiny process and also the officers who have supported us in this work. It has been an extremely busy but positive year for scrutiny and I feel we have provided an effective check and challenge to the Executive.”

Councillor Ted Cassidy

Adult Social Care and Housing Scrutiny Commission

This commission has been responsible for overseeing two large areas of business for the council: Adult Social Care and Housing. This has involved balancing efforts to support both areas. Over the year, the commission has aimed to shape the work done by the Executive and service departments by adding value, specifically by providing oversight on some key decisions and areas of work, including the provision of housing and housing services, and the delivery of statutory adult social care functions.

In the face of the challenging economic climate the Council has been faced with difficult decisions on issues affecting vulnerable people. As such the commission has sought to support the Executive to ensure that these decisions still protect those most at need.

There was also particular interest in the levels of **rent arrears** last year and this area remained a standing item requiring a quarterly update. The commission continued to explore any trends/patterns that might keep rent arrears to a minimum.

Areas of work undertaken

An in depth review was conducted by the commission last year into the city’s **elderly persons’ homes**. Recommendations were put forward to the executive as an alternative to proposals arising from consultation. This year the commission maintained a watching brief pending a decision by the Executive, keeping it as a standing item on the agenda.

This year the commission completed a review into bringing **private sector empty homes** back into use by exploring trends and options to reduce the time they remain empty. The Executive agreed five of the commission’s seven recommendations; including increasing the empty homes team budget by £60,000 per annum to employ two extra staff. Historically this extra resource had resulted in almost doubling the number of homes brought back into use.



A picture of an empty home that has been converted back into use.

MEMBERS OF THE COMMITTEE



CHAIR
Councillor **Ted Cassidy**



VICE-CHAIR
Councillor **Rashmikant Joshi**

MEMBERS

Councillors **Dr Susan Barton, Virginia Cleaver, Neil Clayton** (part year), **Andy Connelly** (part year), **Michael Cooke, Ross Grant, Patrick Kitterick, Dr Lynn Moore, Paul Newcombe** (part year), **Nigel Porter, Sue Waddington** and **Ross Willmott** (part year)



When considering the **Housing Revenue Account Budget** the commission recommended that the proposed rent increase be amended from 4% to 2.5% and that the proposed service charge increase be reduced from 3.1% to 1%. Subsequently the Executive agreed a 3.4% rent increase and 2.6% for service charges.

The commission looked at **financial fraud affecting elderly people** and recognised the need to examine this area separately from the more generic work carried out last year by the Neighbourhood and Community Service Commission on rogue traders. There was a specific need to raise the profile of financial fraud to protect vulnerable elderly people.

A special meeting was held to consider the **homelessness review** and to give an opportunity for providers from across the city to present their views to the commission on proposals made by the Executive. The Commission supported the strategy but did not think it was deliverable in the proposed budget and recommended the Executive halve the savings identified to the sum of £1m. The Executive is still considering its decision.

On-going reviews

The commission is conducting a review into the quality of domiciliary care provision. Work on this will continue into next year and the commission hopes it can offer valuable information to the executive once the review is complete.

There is also an on-going review to look at alternative care for elderly people to promote independence and support outside of care homes. This review is considering how the Shared Lives Scheme might be adapted to offer an innovative approach to support elderly people.



Key work areas for 2013-14

Next year the commission will be splitting into two, with adult social care and housing separating, demonstrating the breadth of both service areas. Currently both areas have important topics to take forward next year and these are identified below:

Housing

The **homelessness review** will be coming to a conclusion and the commission will keep a watching brief on this area and will want to ensure the strategy is implemented effectively.

The commission will continue the work started by the Economic Development Scrutiny Commission this year on **Gypsy and Travellers sites** and the specific housing related issues to include the effectiveness of the Multi Agency Travellers Unit (MATU) and the maintenance of the Meynells Gorse site.

Adult Social Care

The commission will continue work on the two reviews on **domiciliary care and alternative care for elderly people**.

Work on **elderly people's homes** will also be considered, including the decisions due to be made by the Executive on the homes.

Service reviews will be carried out on day care for older people with a mental health need and people with learning disabilities which scrutiny will also consider.

Statement from the chair

“As this was the first time I had chaired a commission, I was extremely grateful to its members and officers for the support, advice and valuable input they gave, reflecting the wealth of experience they collectively brought to the areas of council work covered. I am very much looking forward to continuing the work we started in scrutinising Adult Social Care and in supporting the work of Assistant Mayor Councillor Rita Patel.”

Councillor **Dr Lynn Moore**

MEMBERS OF THE COMMISSION



CHAIR
Councillor **Dr Lynn Moore**



VICE-CHAIR
Councillor **Deepak Bajaj**

MEMBERS

Councillors **Dawn Alfonso, Hanif Aqbany, Inderjit Gugnani, Paul Westley** and **Ross Willmott**

Children, Young People and Schools Scrutiny Commission

Children's Services is the largest department in the Council and this commission has been responsible for having oversight and examining key decisions and areas of work. This includes driving improvement in schools, school organisational changes, safeguarding young people in care, development of youth and learning services as well as considering many statutory reports.

Areas of work undertaken

A strategic review of **services commissioned for young people aged 0-19 years** was undertaken by the Commission. A number of task group meetings were held and led to the final core offer being presented. This set out the services to be commissioned and the principles underpinning these and prioritised intervention through a more targeted approach, highlighting which activities needed immediate implementation and those which needed to be decommissioned.

A review was also conducted on **school admissions**, resulting in a recommendation to

move to online admissions. The commission kept a watching brief, receiving regular updates from the Executive on how the Council is progressing towards more online applications. The Commission has also scrutinised revised **primary and secondary school catchment area** proposals.

The commission maintained a watching brief on the **Building Schools for the Future (BSF) Programme**, keeping it as a standing item on the agenda. The commission expressed concerns about the involvement of G4S in city schools and asked officers and the Executive to monitor arrangements and keep the commission informed.

Improving school performance is an important area the commission monitors and we welcome the progress city schools have made. The commission recently confirmed its support for the Council's policy of opposition to **academies** especially where they may be imposed.

For proposals on the provision of **home to school transport**, the commission asked the Executive to consider allocating money from the contingency fund to protect the provision of discretionary transport. The commission also requested that the 13-19 Partnership be asked to explore ways in which bursaries are used by sixth-form colleges to assist with transport provision. The Executive agreed to continue funding all students already attending Post 16 provision for another two years.

When considering the **education and children's services budget 2013/14**, the above recommendation was made on home to school transport.

The commission is involved in preparing the consultation documents on proposals to reduce the children's centres budget and introduce satellite centres.

Following a fire on the site of **Catherine Junior School**, the commission supported the option to rebuild the school on the existing site retaining the existing steel structure, without the use of mobile classrooms.

The commission considers many statutory reports throughout the year on **children's safeguarding** and the processes surrounding **fostering and adoption**. The commission offers comments and suggestions on these before they go to the Executive.

On-going reviews

The commission is conducting a review into the quality of **transport for looked after children**. The review is considering whether the current provision is adequate and offers value for money whilst ensuring it supports the young people and their parents/carers. This work will continue into next year and the

commission will be making recommendations to the Executive on its findings.

Key work areas for 2013-14

Next year the commission will be examining in detail plans and consultation processes in connection with a re-design of the **children's centre** network to secure savings £1.6 million and reporting our findings to the Executive.

The **number of Looked After Children (LAC) has increased** which will impact on available resources, however we want to ensure these vulnerable young people are appropriately cared for. The Dartington peer review will be finalised shortly and the commission will want to ensure any proposals made are followed up.

The commission will continue to hold the executive to account for **improving school performance** and ensuring all our children thrive and meet their full potential.

As the **BSF programme** enters the phase of delivery and construction on all sites, the commission will continue to monitor the progress being made.



Young People's Council

With young people at the heart of issues being discussed by the commission it is important to have input from young people, as such there are four youth representatives from the Young People's Council who sit as standing invitees on the commission.

“Being able to sit next to a group of adults and being listened to and treated as an equal was something I didn't think would be very common within a local authority. But I am proud to say Leicester City Council has proved me wrong. When I have something to say at a scrutiny meeting I am listened to as an equal, regardless of what my question or my view is. Councillors have told me that we are a valuable part of the scrutiny process as we are the Young People, and what is discussed in the

scrutiny meetings will affect us or someone we represent in one way or another. I don't think many other authorities give young people this opportunity and I am very thankful towards LCC for letting us be part of this.”

Orhan Ahmed, YPC

Statement from the Chair

“I became Chair earlier this year and would like to thank Councillor Andy Connelly for his work as Chair during the previous 2 years.”

Councillor Ross Willmott

Economic Development, Culture and Tourism Scrutiny Commission

The commission has been responsible for oversight of activities which have an enormous impact on the communities the council serves. Over the past year the commission has sought to review a wide spectrum of activities within its portfolio, providing oversight, policy development and recommendations on some key decisions and areas of work.

In the difficult financial climate the Council has faced some difficult decisions, however, the Commission has looked at ways in which employment opportunities can be improved and how the cultural life of the city can help boost the economic prosperity and the quality of life of the communities the council serves

Key areas covered in 2012-13

The commission conducted a major review of employment and the **economic development strategy** recommending a range of proposals to go into the City Mayor's Economic Action Plan.

A second major piece of work was commissioned by the mayor to review the Council's proposals for **gypsy and traveller sites** within the city. The commission's conclusions and recommendations on this difficult and challenging review represented a key narrative for the Executive in their decision on proposed siting of gypsy and traveller sites within the city.

A third major review looked at the economics and social framework of **three key arts venues within the city** – Curve, Phoenix and De Montfort Hall. The city council contributes around £2m a year to these venues and the key question was: did this represent value for money? The review, in which De Montfort University provided key data and research, was unique in that it tried to specify the artistic, social and community value – as well as the economic development benefits provided by this grant.

The report and its findings have been given to those who have put together the City of Culture bid being led by the council to support the contents of the bid.

The commission also received evidence from the chair of the **Leicester and Leicestershire Enterprise Partnership (LLEP)** on its work programme.



MEMBERS OF THE COMMISSION



CHAIR
Councillor **Ross Willmott**



VICE-CHAIR
Councillor **Malcolm Unsworth**

MEMBERS

Councillors: **Culdipp Singh Bhatti, Adam Clarke, George Cole, Andy Connelly (part year), Elly Cutkelvin, Ross Grant and Lynn Senior**

Co-opted Members: **Bernard Monaghan (Roman Catholic Diocese) Mary Lawson (Church of England Diocese) Mohammed Alauddin Al-Azad (Parent Governor, Primary/Special Needs)**

Standing Invitees: **De Queon Pegg, Isra Diriya, Nabina Ibrahim, Orhan Ahmed (Youth Reps) Rabiha Hannan (Muslim Faith Rep) Anu Kapur (Leicester Secular Society) Peter Flack (Teaching Unions) Gary Garner (Unison, Union Representative)**

Continued from 2011-12

A watching brief has been kept on Adult and Learning Services (LASALS) following the commission's review of the need for the service to have a new strategy.

The commission also reviews progress made on recommendations in its first review under my chairmanship of English as a second language [ESOL] service in the city.

On-going reviews

The Commission has started a review of the ways in which the city is promoting tourism. This will continue into the 2013-2014 programme of meetings.

LASALS will come back to the Commission as a developing issue from time to time.

Key work areas for 2013-14

The **tourism review** will constitute a major piece of work for the next few months.

The commission will monitor progress on its recommendations for:

- The Gypsy and Travellers sites review – including progress on any planning applications
- The Economic Action Plan, including implementation of proposals to support women to get into or back into employment and details of the way in which phases one and two are being funded.
- The Three Venues Review. In particular the Commission will be interested in receiving and reviewing three-year financial and artistic strategies for each of the venues.

The commission will also review aspects of the City Mayor's delivery plan.

The Commission has already reviewed the Ashton Green development proposals and would expect further reports when this project develops further.

I have asked for a seminar to be organised which will provide a briefing on the economic development aspects of information published following the 2011 Census.

I would at this point like to thank officers and witnesses from organisations across the city, and of course members, who were so helpful in getting the work of the commission done.



Statement from the Chair

“One of the main challenges for the Council is to enhance the economic position of the City at a time of recession, so that we can contribute to inclusive sustainable social and economic development. The Commission has examined proposals for development and has considered how investment can provide more jobs and better quality jobs for Leicester residents. “We have made recommendations covering the need for improvements in skills, women’s and young people’s employment opportunities, and

to encourage greater access to culture and adult learning. Our work this year has also involved an in depth consideration of the possible new sites for gypsies and travellers, in the face of considerable unmet need in the City. I would like to thank the members of the Commission and the many stakeholders who have shared their expertise with us and contributed to our work.”

Councillor **Sue Waddington**

MEMBERS OF THE COMMISSION



CHAIR
Councillor **Sue Waddington**



VICE-CHAIR
Councillor **Culdipp Bhatti**

MEMBERS

Councillors **Harshad Bhavsar, Ted Cassidy, Lucy Chaplin, Shofiqul Chowdery, Wayne Naylor, Nigel Porter and Bill Shelton**

Health & Community Involvement Scrutiny Commission

The Health & Community Involvement Scrutiny Commission has a unique democratic mandate to act across the whole health economy in Leicester.

The Scrutiny Commission is set up to examine, challenge and influence the decisions that are being taken around health and community involvement issues by the City Mayor and his executive, so that power is used wisely and the Council's performance is improved.

During 2012/13, the Commission scrutinised a number of areas, including:

- The quality of the health services in Leicester e.g. the Dementia Strategy, the Homelessness Strategy and Health Through Warmth issues, affecting vulnerable people in the city.
- The transformation of the NHS and future health services in Leicester
- How mental health services are delivered
- How drug and alcohol services are delivered
- The Council's engagement with voluntary community sector organisations
- Public Health Funding

The commission will listen to and work with stakeholders and patient panel forums, e.g. Healthwatch, to ensure that citizens receive a good standard of health care from all health service providers in Leicester.



Source: Local Healthwatch, health and wellbeing boards and health scrutiny – Roles, relationships and adding value - the Centre for Public Scrutiny

Key areas covered in 2012-13

The commission also has a remit to scrutinise community involvement issues. The commission listened to the 'Concerns by the Voluntary Community Sector in the City'.

The review gathered evidence relating to the challenges and difficulties faced by the voluntary sector and the lead commissioners in this current climate of funding cuts and changes to commissioning processes. It also highlighted the positive contribution, commitment and value of the voluntary sector services, and of volunteers, to support the communities in Leicester. The key findings of the review were submitted to the City Mayor to inform the council's budget consultation process.

A special meeting was held jointly with Leicestershire County Council and Rutland County Council to scrutinise the decision to

close the Children's Heart Unit at Glenfield Hospital. This specific review heard key evidence from representatives of University Hospital Leicester (UHL), University of Leicester, and Patient Panels (Links). The findings were submitted to the Secretary of State for Health, which led to an independent reconfiguration panel coming back to Leicester to review the original decision. As previously stated, the NHS has been asked to come up with a new plan for children's heart surgery.

Continued from 2011-12

An in-depth review completed by the commission in the previous year into 'Mental Health Services of Working Age Adults' was re-visited this year. The commission examined the previous recommendations, identified progress and received an update on the changes in health and social care service provision. Evidence for this review was received from the voluntary sector and health and social care representatives.

This report was concluded in May 2013 and the findings sent to the City Mayor and local health care commissioners and providers to enable them to improve services.



On-going reviews

The commission has a remit to regularly scrutinise Performance Data, Annual Accounts and Complaints Data of Health bodies in the city e.g. University Hospitals of Leicester, East Midlands Ambulance Service and LOROS. Work on this is done quarterly or annually to oversee that these organisations are providing a high quality and value for money service to patients.

The commission will continue to review and monitor the performance of Leicester City Clinical Commissioning Group, Leicester City



Council and providers of public health services in the city.

The commission will monitor the city council's forward plan and the work of the new Health & Wellbeing Board.

Key work areas for 2013-14

The commission will continue to gather the views and experiences of organisations and user groups, to be better informed about the key health-related issues in Leicester.

The Francis Public Inquiry Report into the Mid Staffordshire NHS Foundation Trust has raised key concerns nationally on the way in which health services operate and care for patients. The commission will look at its own role of how it scrutinises health care services in the city in order to address some of the key implications of the Francis Inquiry.

The Drug & Alcohol Services Review will be concluded and the commission intends to monitor the lead agencies responsible for the new commissioning plans and processes for delivering these services.

Statement from the Chair

“It has been a challenging year for the commission, in which we initiated the Glenfield Hospital Children’s Heart Unit Review and scrutinised topics of public interest e.g. Mental Health, the Performance of Hospitals and the funding impacts to the Voluntary/Community Sector. The aim of the Commission is to ensure that all Leicester citizens are receiving value for money and fit for purpose healthcare services, more importantly now, in light of the recent Mid-Staffordshire Francis Inquiry into healthcare failings.

In looking forward, the Commission will continue to

review standards, performance and delivery of health services through the performance of Commissioners and Providers including, now, the City Councils responsibilities for public health and its leadership of the Health and Wellbeing Board.”

Councillor **Michael Cooke**



Heritage, Leisure and Sports Scrutiny Commission

The commission has been responsible for oversight of activities which have enormous impact on the communities the Council serves. Over the past year the commission has sought to review the whole spectrum of activities within its portfolio, providing oversight and policy development on some key decisions and areas of work.

This Commission has oversight of the one of the most exciting areas of potential development - namely heritage, following the establishment of the last resting place of Richard III.

as a museum. The Commission looked at the balance of arguments between the cost of continuing to run the facility as a museum, with low and falling numbers of those attending, with a reshaping of the facilities to provide a range of new events there.

Key areas covered in 2012-13

The commission conducted a major review of **Sports Engagement** within the city. This allowed for an in-depth investigation of the reasons for an apparent low uptake of sports within the city compared with similar communities. The base data was provided by Sport England.

A range of conclusions and recommendations was agreed at the Commission’s meeting in April and went to the Overview Select Committee’s May meeting for formal endorsement. I presented the report to the Executive.

A second major piece of work involved a joint review with the Economic Development, Culture and Tourism Scrutiny Commission into the council’s **Events and Festivals programme**. This fed into the City Mayor’s review of this programme which aimed to reshape the funding provided by the council to the city’s range of events.

A third piece of work involved reviewing the work of the **Museums Service**. A particular issue of public concern and Commission inquiry was the future of **Belgrave Hall**.

Significant investment to upgrade facilities at the hall have been met by concerns about the loss of amenity there



MEMBERS OF THE COMMISSION



CHAIR
Councillor **Michael Cooke**



VICE-CHAIR
Councillor **Deborah Sangster**

MEMBERS
Councillors **Dawn Alfonso, Inderjit Singh Gugnani, Wayne Naylor, Baljit Singh, and Paul Westley**

Continued from 2011-12

An on-going issue for the Commission was the extent to which there had been a positive legacy following the **London Olympics** events and the **Special Olympics** held in the city.

A key issue arising from that report and presented to the executive was that the “Commission work with the Executive... to understand better the barriers to adult participation in Leicester and to identify ways of removing those barriers.” This was partly borne out by the Sports Engagement report but needs further work.

On-going reviews

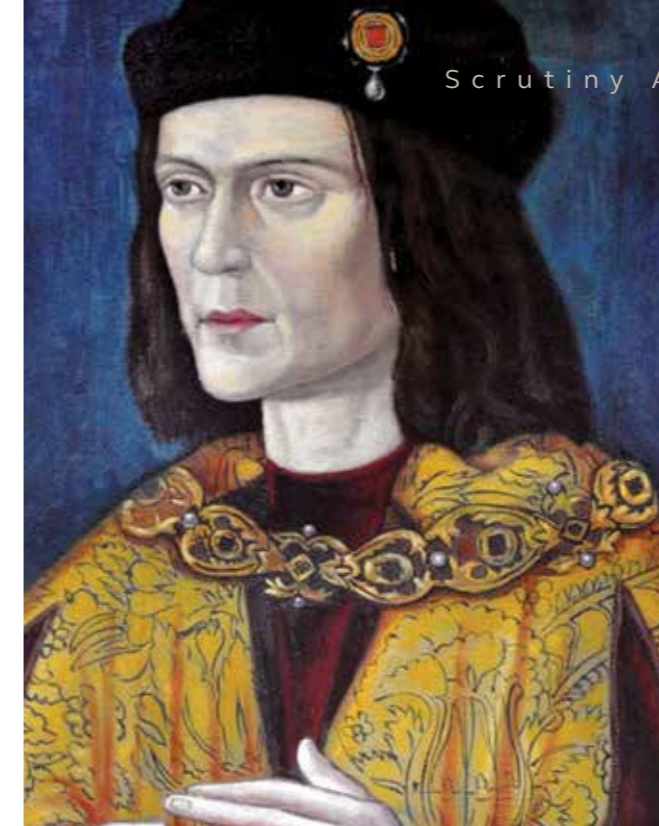
The Commission has set out the scope of a review of the ways in which the city is working with the county to operate the **Public Records Office**. This will continue into the 2013-2014 programme of meetings. The development of **Jubilee Square** as part of the **Connecting Leicester** programme is likely to be re-visited as part of a wider strategy to develop the heritage story of the city, and the public and private investment this will bring to the city.



Statement from the Chair

“Being chair of Heritage, Leisure and Sport Scrutiny Commission for the past year has been one of the most rewarding episodes of my life. I wish to thank everyone for trusting me with this role and especially to the commission members and officers who have supported me. It’s been an amazing year for heritage, leisure and sport in the city, what with the Story of Leicester project, Olympic events and the discovery of a certain set of bones. With the addition of Culture to the portfolio and our bid to become UK City of Culture, the next year promises to be just as exciting.”

Councillor **Dr Susan Barton**



Key work areas for 2013-14

The development of the Richard 111 legacy programmes will constitute a major piece of work for the authority over the next few months and years. *Tracking progress, making observations and providing advice relating to this programme is likely to make up an important part of the Commission’s work over the next year.*

- The commission will monitor progress on its recommendations and conclusions for its Sports Engagement review and will also review aspects of the Mayor’s annual delivery plan.

MEMBERS OF THE COMMISSION



CHAIR
Councillor **Dr Susan Barton**



VICE-CHAIR
Councillor **Wayne Naylor**

MEMBERS
Councillors **Deepak Bajaj, Luis Fonseca, Rashmikant Joshi, Mustafa Kamal** and **Paul Newcombe**

Neighbourhood Services Scrutiny Commission

Over the past year the commission has sought to review the whole spectrum of activities within this portfolio, providing oversight and policy development on some key decisions and areas of work.

In the current difficult financial position the Council has faced some difficult decisions, we have seen the way in which some of the front line services that are delivered adapt and change. With this being the case, the commission had sought to assess the impact of these changes and protect those in greatest need. A key issue has been the impact on residents personal finances due to the changes in welfare and benefits systems, which will continue to be a major issue for the coming year.

Key areas covered in 2012-13

A major piece of work looked at the way in which the local authority planned to communicate the changes in the welfare and benefits system, particularly to the most vulnerable. This detailed piece of work helped to identify gaps and the need for new partnership working.

Against an extremely tight deadline, the commission scrutinised the proposals put forward by Sir Clive Loader, Leicestershire Police & Crime Commissioner, for a three year

Policing and Crime Plan. The Commission provided observations and recommendations to the Overview Select Committee and Executive, as well as to the Police and Crime Panel.

We scrutinised the retendering process of community legal advice services in the City, ensuring that we get the best service for our residents.

The commission took regular reports from three key areas that have been under review; **Library Services** - In particular we scrutinised the reduction in library opening hours, the decommissioning of the library mini bus, the new library management system and progress in opening the three new libraries.

Enforcement Services - The commission have reiterated how valued the City Warden service is in our communities. Reports have included information on how this service is changing with the city wardens gaining new powers of enforcement, recognising the need for good training and management particularly during a period of transition. We have also looked at the noise monitoring service and recycling.



Neighbourhood Services – We have had regular updates in this very complex area and as you will be aware this continues to be a big piece of work. The commission recently consulted upon the strengths and weaknesses of community governance of council facilities and the fob key access system. Evidence from a number of sources has been received.



On-going reviews

The commission received regular reports on the work of various departments, including the library service, customer services, revenues and benefits service

A task group is looking at the technical arrangements for the way in which the council encourages community groups to make greater use of community centres and other community facilities.

The commission will continue to monitor the Leicestershire Policing Plan, in particularly looking at the ways in which partnership funding is reflected in partnership working.

Key work areas for 2013-14

- Further update on the contract won by the Citizens Advice Bureau (CAB) to provide legal advice services within the City.
- Mapping of welfare and legal advice within the City. A scoping document has been drafted to undertake an investigation into the mapping of benefits, financial, legal and housing advice, both before and after the awarding of the new legal advice contract to CAB.
- Task Group review of issues relating to community governance of council facilities, including fob access arrangements.

- Examine Council Tax collection figures.
- Moving of the current Customer Service Centre at New Walk centre to its new location on Granby Street – threats and opportunities.
- Installation of the new Household Recycling Centre and other related initiatives, funded by the Weekly Support Grant in order to maximise recycling in the City.
- Issues contained within the City Mayor’s Action Plan will be subject to review by the commission.

Statement from the Chair

“It is only through the involvement of commission members that scrutiny can succeed, and I would like to thank the members of the commission for their contribution.”

Councillor **Virginia Cleaver**

Transport and Climate Change Scrutiny Commission

This commission has been responsible for oversight of two areas of business for the council: Transport and Climate Change. Over the past year the commission has balanced its efforts to support and shape the transport element to try and add value to the work done by the executive and service departments - providing oversight on some key decisions and areas of work.

In the face of the current challenging economic climate there have been some difficult decisions the Council has encountered on issues affecting roads and public transport, as such the commission has sought to support the Executive to ensure that these decisions still protect areas that are of most importance to residents and businesses.

The Commission has concluded that there is currently no compelling evidence to alter bus lane restrictions for private hire taxis or motorcycles, but that the latter should be further explored by the Executive.

The Commission also conducted a review into **highways maintenance** in light of the recent budget growth totalling £1.1M in 2012/13. The Commission found that the budget increase has allowed significant long term maintenance issues to be addressed. We also received clear evidence that our highways and footways are being maintained to a higher and safer standard than previously.

Key areas covered in 2012-13

The commission conducted three major reviews during the 2012/13 Municipal Year.

The Commission looked at **Bus Lane Enforcement** in Leicester in response to a request from the Deputy City Mayor to provide independent views on who should be allowed to use bus lanes and when.

Finally the Commission looked into the Council’s **regulatory powers in relation to public transport**. We concluded that the current Leicester Quality Bus Partnership

MEMBERS OF THE COMMISSION

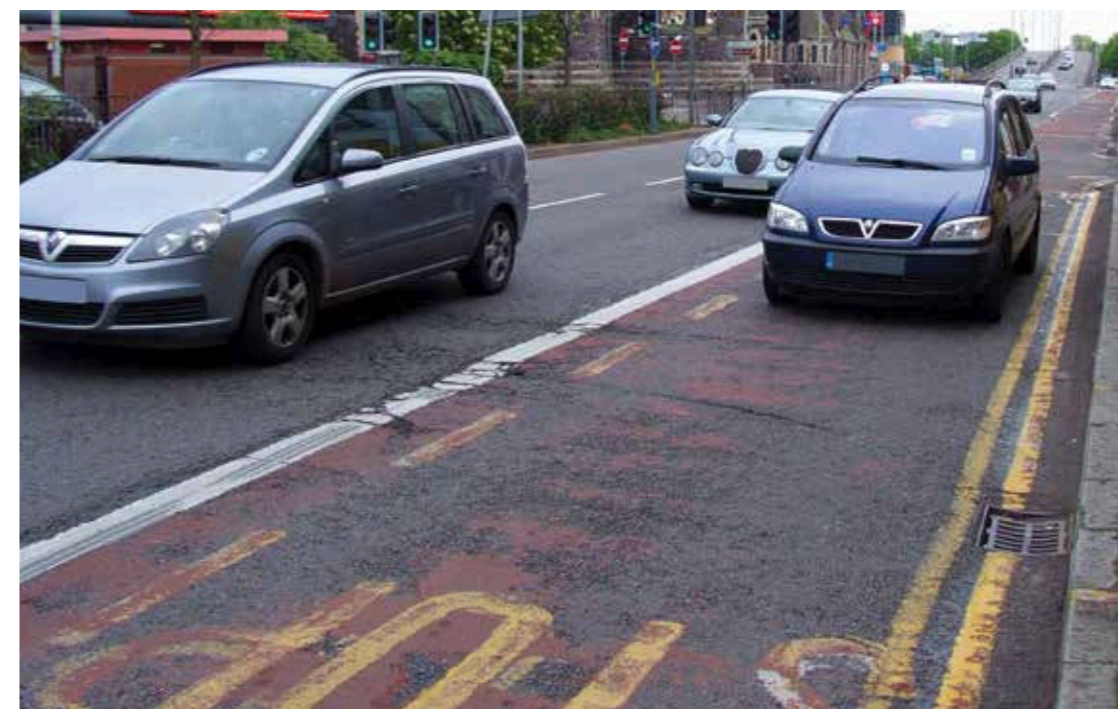


CHAIR
Councillor **Virginia Cleaver**



VICE-CHAIR
Councillor **Elly Cutkelvin**

MEMBERS
Councillors **Deepak Bajaj, Stephen Corrall, Luis Fonseca, Anne Glover, Ross Grant** and **Sundip Meghani**



does not work well, as evidenced by the lack of progress on issues such as a lack of cross-operator fares, inaccurate information on bus stops, failure of the 'Star Trak' real time information service, lack of evening / Sunday services and the downward trend of bus passenger numbers since 2007. The Commission acknowledged that there may be little progress on some or all of these issues until such time as we have a Passenger Transport Executive covering the county/region.

Continued from 2011-12

An in-depth review completed by the commission last year focused on **20mph zones**.

The Commission supported the general principle of ring-fencing £100k per year to introduce new 20mph zones but recommended that there was no need to introduce these in residential areas already subject to traffic calming measures, as speed

reductions had already been achieved.

A detailed review of **Residents' Parking Schemes** in Leicester gave the schemes a clean bill of health, recognising the overwhelming satisfaction felt by residents where schemes had been introduced.

Other work in 2012/13

As well as in-depth reviews, and scrutinising the council budget, the Commission has looked at a number of one-off items during this municipal year.

These include:

- a. Assessing the current usage and costs of the Council's **park and ride** schemes;
- b. Monitoring the establishment of the Local Transport Body; and
- c. Scrutinising developments involving the bus network in Leicester, for example Humberstone Gate East improvements and the Haymarket Bus Station improvements.



Key work areas for 2013-14

The Transport and Climate Change Scrutiny Commission is being merged with the Economic Development Scrutiny Commission as we head into 2013/14.

Whilst the Commission has undertaken a broad work programme over the past two years there are issues which need further investigation or monitoring into the future.

These are:

- Climate Change: The Commission may wish to receive updates on the Council's 'Programme of Action' launched in September 2012, as well as an update on air quality in Leicester.
- Cycling participation rates: The Commission may wish to scrutinise recent statistics released by Department for Transport concerning the number of people regularly cycling and walking in Leicester.

Statement from the Chair

“It has been a very interesting year as Chair of the Transport and Climate Change Commission. We have been really grateful to the City Mayor for his contributions to the Commission and for the many outside bodies and individuals that have assisted our work. During several reviews we have discovered a vast amount of information. I hope that our recommendations will be of assistance to the Executive in the months to come.”

Councillor Neil Clayton

MEMBERS OF THE COMMISSION



CHAIR
Councillor **Neil Clayton**



VICE-CHAIR
Councillor **Paul Newcombe**

MEMBERS
Councillors **Hanif Aqbany, Gurinder Singh Sandhu, Colin Marriott (part year) Veejay Patel, Cllr Lucy Chaplin (part year), Cllr Nigel Porter, Wayne Naylor (part year) and Malcolm Unsworth (part year)**

Scrutiny Arrangements

2013-2014

Scrutiny commissions have been re-configured to take account of the areas of policy covered by executive members and also of the workloads of individual commissions.

The new arrangements, and lead members, are as follows:

Overview Select Committee

Chair: **Cllr Mohammed Dawood**

Vice Chair: **Cllr Baljit Singh**

Scrutiny Commissions

Adult Social Care

Chair: **Cllr Lynne Moore**

Vice Chair: **Cllr Lucy Chaplin**

Children, Young People and Schools

Chair: **Cllr Ross Willmott**

Vice Chair: **Cllr Malcolm Unsworth**

Economic Development, Transport and Tourism

Chair: **Cllr Sue Waddington**

Vice Chair: **Cllr Rashmikanth Joshi**

Health and Wellbeing

Chair: **Cllr Michael Cooke**

Vice Chair: **Cllr Deborah Sangster**

Heritage, Culture, Leisure and Sport

Chair: **Cllr Abdul Osman**

Vice Chair: **Cllr Adam Clarke**

Housing

Chair: **Cllr Paul Newcombe**

Vice Chair: **Cllr Dawn Alfonso**

Neighbourhood Services and Community Involvement

Chair: **Cllr Elly Cutkelvin**

Vice Chair: **Cllr Inderjit Singh Gugnani**

For more information please contact the **Scrutiny Support Team** on **0116 229 8898** or email scrutiny@leicester.gov.uk



Leicester
City Council

MINUTE EXTRACT

Minutes of the Meeting of the OVERVIEW SELECT COMMITTEE

Held: WEDNESDAY, 22 MAY 2013 at 5.30pm

P R E S E N T:

Councillor Cassidy (Chair)
Councillor Joshi (Vice-Chair)

Councillor Dr Barton	Councillor Dr Moore
Councillor Cleaver	Councillor Newcombe
Councillor Cooke	Councillor Porter
Councillor Grant	Councillor Waddington
Councillor Kitterick	Councillor Willmott

Also present:

Councillor Clair	Assistant Mayor (Culture, Leisure and Sport)
Councillor Clarke	
Councillor Cutkelvin	
Councillor Dempster	Assistant Mayor (Children, Young People and Schools)
Councillor Palmer	Deputy City Mayor
Councillor Sood	Assistant Mayor (Community Involvement)
Sir Peter Soulsby	City Mayor

* * * * *

153. DECLARATIONS OF INTEREST

Councillor Joshi declared an Other Disclosable Interest in agenda item 9(a), "Scrutiny Commission Work Programmes: Revisiting the Mental Health Scrutiny Review for Working Age Adults by the Health and Community Involvement Scrutiny Commission", as he worked for a voluntary organisation that provided help and support to people suffering from mental health difficulties.

In accordance with the Council's Code of Conduct, this interest was not considered so significant that it was likely to prejudice Councillor Joshi's

judgement of the public interest. He was not, therefore, required to withdraw from the meeting.

159. SCRUTINY ANNUAL REPORT

The Scrutiny Support Manager submitted a report giving an overview of the content of the draft Scrutiny Annual Report for 2012-2013. The Chair drew attention to the wide range of work done by the Scrutiny Commissions and this Committee over the year and thanked all concerned. The Scrutiny Commission Chairs then introduced their respective parts of the report.

Councillor Dr Moore advised that the Adult Social Care and Housing Scrutiny Commission had tried to undertake rigorous scrutiny during the year. In answer to a question, Councillor Dr Moore advised that details of improvements to private homes were set out in the report. However, this would be the responsibility of a new Scrutiny Commission after May 2013, so the current Commission was not in a position to make any plans for further scrutiny of this for the future.

Councillor Willmott thanked Councillor Connelly, the former Chair of the Children, Young People and Schools Scrutiny Commission, for his hard work. He noted that the main areas of focus for the Commission during the coming year were likely to be Looked After Children, educational attainment and the proposed budget reductions for children's centres.

Councillor Waddington explained that the Economic Development, Culture and Tourism Scrutiny Commission had considered recommendations to enhance the City Mayor's Economic Action Plan. The Commission would continue to scrutinise the adult education offering, as well as looking at new issues such as the level of skills in the city, the employment of women and long-term unemployment of young people. Consideration also would be given to how tourism could lead to the availability of better jobs.

Councillor Cooke advised that:-

- The Health and Community Involvement Scrutiny Commission had been very involved in work to try and reverse the government's suggestion that the paediatric congenital heart unit at Glenfield Hospital should move to Birmingham. There had been a series of delays in the government's consideration of this, but a report was now with the Secretary of State and it was hoped that a decision would be announced in the first week of June;
- Although the Save our Surgery campaign by supporters of Leeds Children's Heart Unit had been successful in obtaining a court decision that the consultation was flawed, the government had responded to this by removing the Leeds unit from its recommendations. The Health and Community Involvement Scrutiny Commission therefore had written to the Secretary of State to express its concerns about this;

- The Francis Report on failures in Staffordshire hospitals had found that, although scrutiny had been done, it had not been done effectively. Therefore, this Council's Health and Wellbeing Scrutiny Commission would be asking for an independent review of whether it was fit for purpose. It was suggested that all Scrutiny Commissions could consider whether this would be a useful exercise; and
- Clarity was awaited on who would be chairing the scrutiny body at Leicestershire County Council with responsibility for health. They would also chair the Leicestershire, Leicester and Rutland Joint Health Scrutiny Committee. Depending on the results of this, there could be more engagement between the three authorities this year than there had been last year.

Councillor Dr Barton thanked everyone on the Heritage, Leisure and Sport Scrutiny Commission for their achievements over the past year. The Commission had worked jointly with other Commissions where appropriate and a plan of work for the coming year had been initiated, which it was hoped would still proceed.

Councillor Cleaver thanked Members and officers for their work and support for the Neighbourhood Services Scrutiny Commission over the past year. The Commission had scrutinised some interesting subjects in a time of severe financial reductions. Councillor Cleaver particularly thanked the Commission Vice-Chair, (Councillor Cutkelvin), for her support.

Councillor Newcombe explained that the Transport and Climate Change Scrutiny Commission had completed some major areas of work over the past year. He thanked the other Commission members for a positive year and wished the reconfigured Commission good luck with its work.

The Committee noted that the final version of the Annual Report would be sent to the current Commission chairs for checking.

<u>Action:</u>	<u>By:</u>
The final version of the Scrutiny Annual Report for 2012-2013 to be sent to the current Commission chairs for checking before publication.	Scrutiny Support Manager

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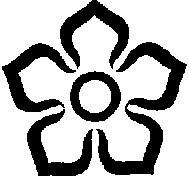
REPORTS OF REGULATORY COMMITTEES

8.1 APPOINTMENT OF CHIEF OPERATING OFFICER

The Director of Delivery, Communications and Political Governance and the City Barrister and Head of Standards submit a joint report which asks Council to support the recommendation of the Employees Committee on 4 April 2013 on the appointment of the Chief Operating Officer as delegated Head of Paid Service.

Attached is a copy of the report which was considered by the Employees Committee on 4 April 2013, along with the minutes of this meeting.

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Leicester
City Council

WARDS AFFECTED
All Wards

**FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
EMPLOYEES COMMITTEE
COUNCIL**

**4 April 2013
27 June 2013**

**APPOINTMENT OF CHIEF OPERATING OFFICER AND STRATEGIC DIRECTOR OF ADULT
SOCIAL CARE, HEALTH AND HOUSING**

**REPORT OF THE DIRECTOR OF DELIVERY, COMMUNICATIONS AND POLITICAL
GOVERNANCE AND CITY BARRISTER AND HEAD OF STANDARDS**

1. PURPOSE OF REPORT

This report asks that the Employees Committee makes a recommendation to Full Council on the appointment of the Chief Operating Officer as delegated Head of Paid Service; and makes the appointment of the Strategic Director of Adult Social Care, Health and Housing (and the statutory post of Director of Adult Social Services).

2. SUMMARY

Under the Council's Constitution, the Employees Committee is asked to make a recommendation to Full Council for the appointment of the Chief Operating Officer as Head of Paid Service; and is asked to make the appointment of the Strategic Director for Adult Social Care, Health and Housing, incorporating the statutory role of Director of Adult Social Care.

3. RECOMMENDATION

- 3.1 That Employees Committee recommends to Full Council the appointment of Andrew Keeling as the Chief Operating Officer and Head of Paid Service.
- 3.2 That Employees Committee makes the appointment of Deb Watson as Strategic Director of Adult Social Care, Health and Housing (including designation of the statutory post of Director of Adult Social Services – DASS).

4. REPORT

The Chief Operating Officer has been acting as Head of Paid Service since the redundancy of the previous Chief Executive. The longer term appointment to this post was excluded from the Senior Management Review of 2011, with a view to resolving the appointment of the Council's most senior officer at a later date. Since that time, a revised job description

for the Chief Operating Officer has been developed, to take account of the relationships and responsibilities between this post and that of the City Mayor. As per the Council's Organisational Review Policy, consideration has to be given to whether any existing employees can legitimately claim rights to a post. In this case, it is considered that the new post of Chief Operating Officer is sufficiently similar to the substantive post of Andrew Keeling that he should assimilate into this role. The statutory duties of the Head of Paid Service which have been temporarily assigned to the post of Chief Operating Officer will continue to be so.

As per the Council's constitution (Part 4I) this report asks the Employees Committee to recommend the appointment of the Chief Operating Officer and Head of Paid Service to Full Council.

The Constitution provides that:-

"3. Appointment of Head of Paid Service

(a) The full Council will approve the appointment of the Head of Paid Service following the recommendation of such an appointment by a committee or sub-committee of the Council. That committee or sub-committee must include at least one member of the Cabinet.

(b) The full Council may only make or approve the appointment of the Head of Paid Service where no well founded objection has been made by any member of the Cabinet."

Further, under the same section of the constitution, the Employees Committee is asked to make the appointment of the Strategic Director of Adult Social Care, Health and Housing (including the statutory responsibilities of the Director of Adult Social Services – DASS). The statutory post of Director of Adult Social Services, and the majority of duties of the Strategic Director, have also been filled on an interim basis since September 2011 and was taken on by the Director of Public Health and Health Improvement (a joint appointment post between the Council and NHS). Following the conclusion of an investigation into allegations against the former post holder, the Council is now in a position to fill this post on a permanent basis. As many of the duties of the Strategic Director post have been filled, on an interim basis, by Deb Watson, as the Director of Public Health and Health Improvement; and as this post transfers under TUPE into the Council as a result of the Public Health transfer, it is considered appropriate that a consolidation should take place for the existing interim post holder to the permanent Strategic Director role.

As per the Council's constitution (Part 4I), this report asks the Employees Committee to ratify the appointment of the Strategic Director for Adult Social Care, Health and Housing (incorporating the statutory post of DASS).

The constitution provides that:-

"4 Appointment of Strategic Directors and Divisional Directors

a) A committee or sub-committee of the Council will appoint Strategic Directors and Divisional Directors. That committee or sub-committee must include at least one member of the Cabinet.

(b) An offer of employment as a Strategic Director or a Divisional Director shall only be made where no well founded objection from the City Mayor or any other member of the Cabinet has been received."

This process falls within the Council's Officer Employment Procedure Rules within the Constitution.

This report is presented as an open report; the Council may wish to go into private session if confidential aspects are to be discussed.

5. FINANCIAL, LEGAL AND OTHER IMPLICATIONS

5.1. Financial Implications

The salaries of both of the above posts were reviewed as part of the senior management review (January 2012). The Strategic Director of Adult Social Care, Health and Housing is within the UCOR/S Chief Officer grade (sp 16 – 18) and equates to £146k including on-costs. The Chief Operating Officer is within the UCOR/S Chief Officer grade (sp 19 – 20) and equates to £169k including on-costs. Both salaries are within the existing budgetary provision including any pay protection costs, for 2 years, arising from the senior management review.

Alison Greenhill, Director of Finance, ext 297401

5.2 Legal Implications

Director of Adult Social Care:

The role of DASS is a statutory requirement (section 6 Local Authority Social Services Act 1970).

This makes the DASS a Statutory Chief Officer (section 2 Local Government & Housing Act 1989).

The Head of Paid Service (HOPS) can, via Schedule 1 Local Authorities (Standing Orders) (England) Regulations 2001, make and break all appointments except some. Amongst those he cannot appoint are statutory chief officers. These are therefore functions of the "Authority" meaning Full Council or Committees appointed by Full Council.

Employees Committee will have to approve the appointment of Deb Watson. It is not a Head of Paid Service appointment. At least one member of the Exec will have to form part of that Committee. This is confirmed by Part 4i (Paragraph 4) of the Council's Constitution as cited in the main body of the report. This is also endorsed by the Terms of Reference of Employees Committee as follows:

EMPLOYEES COMMITTEE - TERMS OF REFERENCE

5. To undertake the recruitment of and oversee the appointment, training, transfer between departments, promotion, relegation and dismissal (all subject to legislative constraints regarding statutory officers) in respect of:

i. The Head of Paid Service

- ii. Strategic Directors
- iii. Divisional Directors
- iv. And any officer who reports directly to a Strategic Director, or Head of Paid Service for all or most of their duties (excluding anyone whose duties are solely secretarial or clerical or otherwise in the nature of support services)

Head of Paid Service (HOPS):

The Local Government & Housing Act 1989 states at section 4

“It shall be the duty ... of every relevant authority— (a) to designate one of their officers as the head of their paid service; and (b) to provide that officer with such staff, accommodation and other resources as are, in his opinion, sufficient to allow his duties under this section to be performed.”

The Council’s Constitution at Article 4.02(g) and Article 13b.makes it clear that it is a Full Council function to approve the designation of HOPS. The Constitution also includes mandatory standing orders "Officer Employment Procedure Rules" which provide that this designation must be by full Council following a recommendation of the Employees Committee. These appear at Part 4i and the relevant provision (paragraph 3) is cited in the main body of the report. It is also within the Terms of Reference of the Employees Committee to make this recommendation, as per the extract above.

The Constitution includes mandatory standing orders "Officer Employment Procedure Rules" which provide that this designation must be by full Council following a recommendation of the Employees Committee.

Kamal Adatia, City Barrister, ext 6302

6. OTHER IMPLICATIONS

OTHER IMPLICATIONS	YES/NO	Paragraph References Within Supporting Information
Equal Opportunities	Yes	The Chief Operating Officer has ultimate responsibility.
Policy	Yes	“ “
Sustainable and Environmental	Yes	“ “
Crime and Disorder	Yes	“ “
Human Rights Act	Yes	“ “
Elderly/People on Low Income	Yes	“ “

7. BACKGROUND PAPERS – LOCAL GOVERNMENT ACT 1972

8. **CONSULTATIONS**

Kamal Adatia – City Barrister and Head of Standards

9. **REPORT AUTHOR**

Steph Holloway

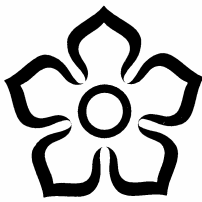
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Leicester
City Council

Minutes of the Meeting of the
EMPLOYEES COMMITTEE

Held: THURSDAY, 4 APRIL 2013 at 12:00 pm

P R E S E N T :

City Mayor (Chair)

Councillor Dr Moore

Councillor Dr Patel

Councillor Sood

* * * * *

1. APPOINTMENT OF CHAIR

The City Mayor was elected as Chair.

2. APOLOGIES FOR ABSENCE

It was noted that both Independent Members of the Council had been asked to fill the Independent Member vacancy, but that both were unavailable to attend.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. APPOINTMENT OF CHIEF OPERATING OFFICER AND STRATEGIC DIRECTOR OF ADULT SOCIAL CARE, HEALTH AND HOUSING

The Director of Delivery, Communications and Political Governance and the City Barrister and Head of Standards submitted a joint report that asked that the Employees Committee makes a recommendation to Full Council on the appointment of the Chief Operating Officer as delegated Head of Paid Service; and makes the appointment of the Strategic Director of Adult Social Care, Health and Housing (and the statutory post of Director of Adult Social Services).

RESOLVED:

- (1) That the Employees Committee recommends to Full Council the appointment of Andrew Keeling as the Chief Operating Officer and Head of Paid Service; and

(2) That the Employees Committee makes the appointment of Deb Watson as Strategic Director of Adult Social Care, Health and Housing (including designation of the statutory post of Director of Adult Social Services – DASS).

5. CLOSE OF MEETING

The meeting closed at 12:12pm.

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