

# Public Document Pack

Minutes of the Executive Board Meeting of the 11th February 2011 and the General Purposes Committee of the 4<sup>th</sup> February 2011.

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# Agenda Item 7



**Leeds**  
CITY COUNCIL

**Democratic Services**

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Your Ref:

16 February 2011

Dear Councillor

**COUNCIL – 23<sup>rd</sup> FEBRUARY 2011**

I attach to this letter the Executive Board minutes of 11<sup>th</sup> February and General Purposes Committee minutes of the 4<sup>th</sup> February 2011 , which are shown as ‘to follow’ on the index in the main body of the agenda.

Please retain these minutes with your agenda.

Many thanks

Yours sincerely

**Kevin Tomkinson**  
**Senior Governance Officer**



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## EXECUTIVE BOARD

FRIDAY, 11TH FEBRUARY, 2011

**PRESENT:** Councillor K Wakefield in the Chair

Councillors A Blackburn, J Blake, A Carter,  
S Golton, P Gruen, R Lewis, T Murray,  
A Ogilvie and L Yeadon

Councillors J Dowson and R Finnigan – Non-Voting Advisory Members

### 159 Late Items

There were no late items as such, however, it was noted that supplementary information had been circulated to Board Members following the despatch of the agenda as follows:-

- (a) A revised version of the report entitled, 'The Future of Mental Health Day and Accommodation Services' (Minute No. 163 refers).
- (b) Copies of the equality impact assessments which had been undertaken in respect of the proposals detailed within agenda item 17 entitled, 'The Future of Mental Health Day and Accommodation Services' and agenda item 18 entitled, 'Proposal to Decommission a Non-Statutory Mental Health Counselling Service, known as the Leeds Crisis Centre. (Minute Nos. 163 and 162 refer respectively).

### 160 Declaration of Interests

Councillor Murray declared a personal interest in the item relating to the Outcomes for Looked After Children in the Care of Leeds, as his wife was employed within the Children's Services Department as an Independent Reviewing Officer (Minute No. 171 refers).

### 161 Minutes

**RESOLVED** – That the minutes of the meeting held on 5<sup>th</sup> January 2011 be approved as a correct record.

## **ADULT HEALTH AND SOCIAL CARE**

### 162 Proposal to Decommission a Non-Statutory Mental Health Counselling Service, known as the Leeds Crisis Centre

The Director of Adult Social Services submitted a report regarding proposals to decommission the counselling and support service known as the 'Leeds Crisis Centre', as part of a wider review of Council provided mental health services. The Director referred to the recent emails circulated by individuals expressing concern at the proposal, a petition which had been submitted and to the equality impact assessment carried out in relation to the proposal. In her detailed introduction to the report, the Director responded to the points raised in the emails and also to the petition.

John Lawlor, Chief Executive of NHS Leeds addressed the meeting and responded to Members' questions.

The report noted that a full equality impact assessment had been undertaken in respect of the proposals which had been presented for consideration. A copy of the equality impact assessment had been circulated to Board Members for their consideration prior to the meeting.

**RESOLVED –**

- (a) That the contents of the submitted report be noted.
- (b) That the proposal to decommission the Leeds Crisis Centre be approved.
- (c) That the joint approach with NHS Leeds to managing customer and referrer expectations be endorsed, and it be ensured that appropriate signposting / redirection to existing services which can meet the needs of the population be provided.
- (d) That the joint work with NHS Leeds to relocate staff with a planned closure date of June 2011 be noted.
- (e) That having approved the decommissioning of the service provided by Leeds Crisis Centre (as detailed at resolution (b) above), the premises at Spring Road be declared surplus to the requirements of Adult Social Care and handed to Corporate Property Management for disposal.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton required it to be recorded that they both voted against the decisions taken within this minute)

**163 The Future of Mental Health Day and Accommodation Services**

Further to Minute No. 140, 15<sup>th</sup> December 2010, the Director of Adult Social Services submitted a report detailing proposals with regard to the reconfiguration of in-house mental health day services in Leeds, the undertaking of a recommissioning exercise for day service provision and proposing a review of options regarding the future provision of the supported accommodation services.

The report noted that a full equality impact assessment had been undertaken in respect of the proposals which had been presented for consideration. A copy of the equality impact assessment had been circulated to Board Members for their consideration prior to the meeting.

A revised version of the report which contained amendments to paragraphs 3.1.8, 3.2.5 to 3.2.6 and 7.3 to 7.8 was tabled at the meeting for Board Members' consideration.

## **RESOLVED -**

- (a) That the contents of the submitted report be noted.
- (b) That approval be given to the reconfiguration of the directly provided mental health day services along the lines envisaged in the i3 service model, which will consolidate buildings based services on one site, enabling cost efficiencies whilst also delivering a modernised and enlarged community focused service. (Paragraphs 3.1.1 to 3.1.11 of the submitted report refer).
- (c) That in order to assist the process detailed at resolution (b) above, approval be given to beginning a personalised consultation with service users on how their needs are best met within the new service model, with appropriate levels of consultation with staff and Unions following and with service changes to be completed between July and September 2011 in order to allow time to arrive at individual agreements with service users over their future needs and that there be no closures until alternative services are available and in place. (Paragraphs 3.2.1 to 3.2.5 of the submitted report refer).
- (d) That approval be given to the establishment of a Stakeholder Involvement Group as described in paragraph 3.2.5 of the submitted report, which will meet regularly as implementation is put under way.
- (e) That a further report in relation to how the service model has been implemented and how service users have moved into their new support arrangements be submitted to Executive Board in November 2011.
- (f) That approval be given to the decommissioning of existing mental health day services across the internal and third sectors, and that approval also be given to the tendering of new, modernised services across the care pathway (as detailed within the 'i3 Project Final Report'), which are fit for purpose, with this beginning in February 2011. (Paragraphs 3.4.1 to 3.4.5 of the submitted report refer).
- (g) That approval be given to the consideration of options for the future provision of supported accommodation services in line with Best Value, with a further report and recommendations being submitted to Executive Board in July 2011. (Paragraphs 3.5.1 to 3.5.3 of the submitted report refer).

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton required it to be recorded that they voted against the decisions taken within this minute)

## **RESOURCES AND CORPORATE FUNCTIONS**

### **164 Financial Health Monitoring 2010/2011 - Third Quarter Report**

The Director of Resources submitted a report outlining the financial position of the authority after nine months of the financial year in respect of revenue

Draft minutes to be approved at the meeting  
to be held on Wednesday, 9th March, 2011

expenditure and income projected to the year end. In addition, the report also highlighted the latest position regarding other key financial indicators, including Council Tax collection and the payment of creditors.

**RESOLVED –**

- (a) That the projected financial position of the authority after nine months of the financial year, together with the level of reserves carried forward to 2011/2012, be noted.
- (b) That approval be given to the release of £500,000 from Housing Revenue Account reserves in order to offset the pressure as a result of the Lifetime Homes PFI project not proceeding.

**165 Revenue Budget 2011/2012 and Capital Programme**

**(A) Revenue Budget and Council Tax 2011/2012**

Further to Minute No. 119, 15<sup>th</sup> December 2010, the Director of Resources submitted a report on the proposals for the City Council's Revenue Budget for 2011/2012, on the Leeds element of the Council Tax to be levied in 2011/2012 and on Council House rents for 2011/12, which had been prepared in the context of the Council's initial budget proposals agreed by Executive Board in December 2010 and the Local Government Finance settlement.

The report noted that where appropriate, a full equality impact assessment had been undertaken in respect of the budgetary proposals and associated decisions which had been presented for consideration, and in response to Members' enquiries, the Board was provided with details of the formal assessment process and how that process had influenced the submitted proposals.

On behalf of the Board, the Chair paid tribute to all those officers and Members who had been involved in the preparation of the 2011/12 budget setting process and thanked them for their efforts. In addition, the Chief Executive paid tribute to all of those employees who had, or were due to leave the employment of the Council as part of the Early Leavers Initiative. In doing so, the Chief Executive thanked them for their many years of loyal service and acknowledged their vast experience.

**RESOLVED –**

- (a) That Council be recommended to approve the Revenue Budget for 2011/2012 totalling £582,228,000, as detailed and explained within the submitted report and accompanying papers, with no increase in the Leeds element of the Council Tax for 2011/2012.
- (b) That with respect to the Housing Revenue Account, Council be recommended to:
  - (i) approve the budget at the average rent increase figure of 6.84%;
  - (ii) increase the charges for garage rents to £6.49 per week;

Draft minutes to be approved at the meeting to be held on Wednesday, 9th March, 2011



- (iii) increase service charges in line with rents (6.84%).
- (c) That the Director of Resources be authorised to make minor changes for the purpose of clarification, with such changes being highlighted within the subsequent report to Full Council.

(B) Capital Programme Update 2010-2014

The Director of Resources submitted a report setting out the updated Capital Programme for 2010-2014, which included details of forecast resources for that period.

The report noted that the capital programme outlined a plan for future capital expenditure and highlighted that as more detailed information became available in terms of how of such expenditure would potentially impact upon services, buildings and people, then directorates would undertake equality impact assessments as part of the rationale in determining specific projects from capital budgets.

**RESOLVED –**

- (a) That the following be recommended to Council:
  - (i) That the capital programme, as attached to the submitted report, be approved;
  - (ii) That Executive Board be authorised to approve in year amendments to the capital programme, including transfers from and to the reserved programme in accordance with Financial Procedure Rules;
  - (iii) That the proposed Minimum Revenue Provision policies for 2011/2012, as set out within paragraphs 5.5 and 5.6 of the submitted report, and as explained within Appendix F be approved.
- (b) That the capital strategy, as attached at Appendix D to the submitted report be agreed.
- (c) That the list of land and property sites shown in Appendix E to the submitted report be disposed of in order to generate capital receipts for use in accordance with the capital strategy.
- (d) That the Director of Resources be authorised to manage, monitor and control scheme progress and commitments in order to ensure that the programme is affordable.

(C) Treasury Management Strategy 2011/2012

The Director of Resources submitted a report setting out the Treasury Management Strategy for 2011/2012 and outlining the revised affordable borrowing limits under the prudential framework. The report also provided a review of strategy and operations in 2010/2011.

**RESOLVED –**

- (a) That approval be given to the initial treasury strategy for 2011/2012, as set out within Section 3.3 of the submitted report, and that the review of the 2010/2011 strategy and operations, as set out within Sections 3.1 and 3.2 of the submitted report, be noted.
- (b) That Council be recommended to set borrowing limits for 2010/11, 2011/12, 2012/13 and 2013/14, as set out within Section 3.4 of the submitted report.
- (c) That Council be recommended to set treasury management indicators for 2010/11, 2011/12, 2012/13 and 2013/14, as set out within Section 3.5 of the submitted report.
- (d) That Council be recommended to set investment limits for 2010/11, 2011/12, 2012/13 and 2013/14, as set out within Section 3.6 of the submitted report.
- (e) That Council be recommended to adopt the revised Treasury management policy statement.

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

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton required it to be recorded that they both abstained from voting on the decisions referred to within parts (A) and (B) of this minute)

**DEVELOPMENT AND REGENERATION**

**166 Draft Interim Affordable Housing Policy 2011**

The Acting Director of City Development submitted a report detailing the outcomes arising from the Economic Viability Assessment (EVA) which tested the viability of implementing affordable housing targets across Leeds, in addition to presenting for approval for the purposes of public consultation, a Draft Interim Affordable Housing Policy, which had been informed by the EVA.

Members emphasised the importance of a flexible policy which could adapt to changes within the housing market, with reference being made to the policy being further considered by the Board should the need arise.

**RESOLVED –**

- (a) That the publication of a Draft Interim Affordable Housing Policy, as appended to the submitted report, and which had been informed by the Economic Viability Assessment, be approved.
- (b) That a four week public consultation exercise be undertaken on the Draft Interim Affordable Housing Policy.

- (c) That the outcomes from the public consultation exercise be reported back to Executive Board, along with any further recommendations for changes to the draft policy.

## **NEIGHBOURHOODS AND HOUSING**

### **167 Housing Adaptations Strategy 2010 - 2013**

The Director of Environment and Neighbourhoods, the Director of Children's Services and the Director of Adult Social Services submitted a joint report providing an update on the development and content of the Housing Adaptations Strategy for 2010-2013, outlining the recent developments in service delivery, whilst also presenting the strategy for formal approval.

Copies of the strategy had been circulated to Board Members for their consideration at the time of the agenda publication and despatch.

**RESOLVED** – That the Adaptations Strategy 2010 – 2013 be approved, and that officers be instructed to report back to Executive Board in due course on the progress made with the delivery of the related action plan.

### **168 Scrutiny Board Recommendations**

The Chief Democratic Services Officer submitted a report providing a summary of the responses to a number of Scrutiny Board recommendations which had been received since the last meeting of Executive Board. The recommendations had arisen from the recent Scrutiny Board (Environment and Neighbourhoods) inquiry into gypsies' and travellers' site provision within Leeds.

The Executive Member for Neighbourhoods and Housing thanked the Scrutiny Board (Environment and Neighbourhoods) for the comprehensive inquiry it had undertaken on this matter.

Councillor Anderson, Chair of the Scrutiny Board (Environment and Neighbourhoods), attended the meeting in order to present the Board's findings.

The Board noted that recommendations 1, 2 and 4 of the inquiry report which had been made specifically to Executive Board were substantial recommendations, and therefore further work was required to be undertaken and reported back to the Board, in order to determine what action should be taken in response.

The report noted that if Executive Board undertook to proceed with recommendations 1, 2 and 4 of the Scrutiny Board's report, then a risk benefit analysis and an equality impact assessment should be undertaken as part of the implementation process.

#### **RESOLVED –**

- (a) That recommendations 1, 2 and 4 of the Scrutiny Board's inquiry report, as appended to the submitted report, be noted, with further work

being undertaken and reported back to the Board, in order to determine what action should be taken in response.

- (b) That recommendations 3 and 5 to 12 of the Scrutiny Board's inquiry report, together with the formal responses from the relevant Directors and Executive Board Members to the Board's recommendations be noted.

## **CHILDREN'S SERVICES**

### **169 Introduction of the Newly Appointed Strategic Leader of Education Integration**

The Board welcomed Simon Flowers to his first meeting of Executive Board following his recent appointment to the position of Strategic Leader of Education Integration on a temporary basis.

### **170 Deputation to Council - Friends of Allerton Grange regarding Allerton Grange Playing Fields - Community Access**

The Director of Children's Services submitted a report in response to the deputation to Council on 17<sup>th</sup> November 2010 from Friends of Allerton Grange organisation regarding community access to Allerton Grange playing fields.

#### **RESOLVED -**

- (a) That the contents of the submitted report be noted.
- (b) That meetings with the Friends of Allerton Grange continue, and that subject to the outcome of the statutory process to create new primary provision in the area, if the proposal is agreed, to continue to engage with the Friends organisation through any subsequent design and planning stages.

### **171 Outcomes for Looked After Children in the Care of Leeds**

The Director of Children's Services submitted a report summarising the progress made in respect of provision for Looked after Children in Leeds and identifying strategies which have supported improvement in those outcomes. The report also outlined the progress achieved with respect to regulated Fostering, Adoption and Residential services.

#### **RESOLVED –**

- (a) That the contents of the submitted report be noted, and that the Board recognise the improving outcomes for looked after children in Leeds in light of the fact that this matter remains one of the highest priorities for children's services and the city.
- (b) That the key role that Elected Members, as corporate parents, play in supporting work with looked after children be acknowledged, both through formal arrangements such as Fostering and Adoption Panels and at a local level through links with, for example, schools, children's homes and foster carers, and that this work continue to be supported and encouraged.

- 172 The Ofsted Inspection of Leeds City Council's Adoption Service 2010**  
The Director of Children's Services submitted a report providing details of the December 2010 Ofsted inspection of Leeds City Council's Adoption Service.

The Board paid tribute to and thanked all those involved in achieving the positive inspection results.

**RESOLVED** – That the contents of the submitted report be noted, and that the key role played by adopters and the adoption service in improving outcomes for children and young people in Leeds be recognised.

- 173 Her Majesty's Inspectorate of Probation Inspection of the Leeds Youth Offending Service 2010**  
The Director of Children's Services submitted a report detailing the outcomes from Her Majesty's Inspectorate of Probation (HMIP) inspection of the Youth Offending Services (YOS) in Leeds.

The Board paid tribute to and thanked all those involved in achieving the positive inspection results.

**RESOLVED** - That the contents of the submitted report be noted, in the context of the significant role that Youth Offending work plays in creating a safer, more prosperous city.

- 174 Annual Standards Report - Primary Schools**  
The Chief Executive of Education Leeds submitted a report providing an overview of primary schools' performance as at the end of the 2009/10 academic year, and as demonstrated through statutory national testing and teacher assessment.

**RESOLVED** –

- (a) That the progress which has been made and the challenges which remain be noted, and that the implications of the revised Ofsted framework and the proposed raised floor standards be acknowledged.
- (b) That the future proposals for support, challenge, monitoring and intervention in Leeds, as outlined within the government white paper, 'The Importance of Teaching' be noted.
- (c) That a report be submitted to a future meeting of the Board regarding the strategies and partnerships being developed which are aimed at ensuring better opportunities and outcomes for the young people of Leeds.

- 175 Annual Standards Report - Secondary Schools**  
The Chief Executive of Education Leeds submitted a report summarising the progress made in relation to secondary school improvement in Leeds and providing a commentary on the challenges faced with respect to further improvement in the future.

**RESOLVED –**

- (a) That the progress which has been made and the areas which need further improvement be noted.
  
- (b) That the future provision of support, challenge and intervention required in Leeds to ensure that progress continues to be made, in light of the government white paper, 'The Importance of Teaching', be noted.

**DATE OF PUBLICATION:** 15<sup>TH</sup> FEBRUARY 2011

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** 22<sup>ND</sup> FEBRUARY 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12noon on 23<sup>rd</sup> February 2011)

## GENERAL PURPOSES COMMITTEE

FRIDAY, 4TH FEBRUARY, 2011

**PRESENT:** Councillor K Wakefield in the Chair

Councillors S Bentley, A Blackburn,  
J Blake, J L Carter, R Finnigan, S Golton,  
P Gruen, M Lobley (as substitute for A  
Carter), A Lowe, J Procter and N Taggart

Apologies Councillor A Carter

### **35 Appeals against refusal of inspection of documents**

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

### **36 Exempt Information - possible exclusion of the press and public**

There were no resolutions to exclude the public.

### **37 Late items**

There were no late items added to the agenda. However supplementary information had been received by the Committee with regards to Agenda item 9 – The Chief Planning Officer Delegation report. The supplementary information had been circulated for greater clarification.

### **38 Declaration of Interests**

Councillor Finnigan declared a personal interest in Agenda Item 8 – (Minute 43 refers) as a Member of the Morley Borough Independent Party which had instigated the boundary review.

### **39 Apologies for absence**

Apologies were received from Councillor A Carter.

### **40 Minutes Of the Previous Meeting**

**RESOLVED** – That the minutes of the General Purposes Committee meeting held on 5<sup>th</sup> November 2010 were approved as a correct record.

### **41 Matters Arising**

The Assistant Chief Executive (Corporate Governance) confirmed that in relation to Minute 33, Petitions Scheme, that an electronic petitions facility has been introduced by the Council although the legislation requiring this is now likely to be repealed.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 23rd March, 2011

## 42 Police Accountability White Paper

The Assistant Chief Executive (Corporate Governance) presented her report which detailed the response of the Minister of State for Policing and Criminal Justice to the White Paper Resolution in respect of the Police Accountability White Paper approved at the Council meeting on 15<sup>th</sup> September 2010.

Members of the Committee discussed the response of the Minister for State for Policing and Criminal Justice and agreed that the comparison between the proposed West Yorkshire's Policing arrangements and London's was unfair as London still maintained the Metropolitan Police Authority.

**RESOLVED** – Members of the General Purposes Committee resolved to respond to the Minister for State to convey their dissatisfaction with his reasoning and to highlight the areas of difference between the proposed arrangements for West Yorkshire and those already in place in London.

(At 9.10am during the discussion of this item Councillors Lobley and Taggart entered the meeting.)

## 43 Aligning Ward and Parish Boundaries

The Assistant Chief Executive (Corporate Governance) presented her report which presented the recommendation of the Electoral Working Group to align ward and parish boundaries and in particular to make amendments to parish boundaries in Morley North and Morley South.

Members raised the importance of ensuring that voters were allocated to the nearest polling station to their residence.

**RESOLVED** – Members of the General Purposes Committee resolved to:

- (a) agree the proposals of the Electoral Working Group to review the parish boundaries in Morley North and Morley South;
- (b) agree the involvement of the Electoral Working Group undertake a community governance review as proposed in the report;
- (c) agree the terms of reference for the community governance review attached to the report
- (d) agree that final recommendations should be considered and agreed by the General Purposes Committee; and
- (e) agree the timetable for conducting the community governance review as attached at appendix A.



#### **44 Chief Planning Officer Delegation Scheme**

The Head of Development and Regulatory (Legal, Licensing and Registration) presented a report of the Chief Planning Officer. The report proposed amendments to the constitution in respect of the delegation to the Chief Planning Officer.

The Committee discussed the proposed changes in detail. Members particularly discussed the importance of ward Members being able to recommend planning applications to be heard at Plans Panel. Members also debated the '21 day representations rule' and the difficulties in submitting representations within this deadline, but that the proposed amendments allow for representations to be made after this deadline.

Members also discussed Section 3 (f) of Appendix 1 where the word 'technical' had been removed from the sentence. It was considered that the term 'statutory technical consultee' should be maintained as is.

**RESOLVED** – Members of the General Purposes Committee resolved to recommend to full Council to approve the amendments to the delegation to the Chief Planning Officer as set out at Appendix 1 to the report, as amended by the supplementary information and also subject to the term 'statutory technical consultee' remaining unchanged.

#### **45 Work Programme**

The Assistant Chief Executive (Corporate Governance) submitted a report notifying Members of the draft work programme for the 2010/11 municipal year.

**RESOLVED** - Members of the General Purposes Committee resolved to agree that the draft work programme for 2010/11 be noted.

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