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## Report of the Chief Democratic Services Officer

### Executive Board

Date: 21<sup>st</sup> July 2010

Subject: Scrutiny Board Recommendations

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Electoral wards affected:

Specific implications for:

Ethnic minorities

Women

Disabled people

Narrowing the gap

Eligible for call In

Not eligible for call in

(details contained in the report)

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### Executive Summary

This report introduces the revised way in which Executive Board will receive Scrutiny Board recommendations.

Responses to Scrutiny Board reports and recommendations are no longer required to be approved by Executive Board. Instead, Executive Board will receive a report from the Scrutiny Support Unit summarising all responses to Scrutiny recommendations agreed by the Director, in consultation with the relevant Executive Member, since the last Executive Board meeting.

Where there is a difference of opinion between Scrutiny and the Director/Executive Member, or where recommendations are directed specifically at Executive Board, a more detailed narrative will be given and Executive Board will be asked to pronounce on the matter.

This report lists those Scrutiny Board recommendations which have been agreed by the relevant Director, in consultation with the appropriate Executive Board Member and also identifies one recommendation directed specifically at Executive Board. There are no recommendations where agreement cannot be reached.

Executive Board is asked to note the agreed recommendations and pronounce on the one recommendation directed specifically to Executive Board.

## **1. Purpose of Report**

- 1.1 This report provides a summary of responses to Scrutiny Board recommendations received since the last Executive Board meeting.

## **2.0 Background Information**

- 2.1 The Administration has revised the way in which the Executive Board will receive final Scrutiny Board reports. Responses to Scrutiny Board reports and recommendations are no longer required to be approved by Executive Board. Instead, Executive Board will receive a report from the Scrutiny Support Unit summarising all responses to Scrutiny recommendations agreed by the Director/Executive Member since the last Executive Board meeting. This report will include, if required, a more detailed narrative around any recommendations where there is a difference of opinion between Scrutiny and the Director/Executive Member.
- 2.2 Where there is a difference of opinion between Scrutiny and the Director/Executive Member or where recommendations are directed specifically at Executive Board, Executive Board will be asked to pronounce on the matter.

## **3.0 Main Issues**

- 3.1 Since the June 2010 Executive Board meeting, responses have been received to the following seven final Scrutiny Board reports:

- Scrutiny Board (Adult Social Care): The Independence wellbeing and Choice inspection of Leeds Adult Social Services 2008,
- Scrutiny Board (Adult Social Care): The transitional arrangements for disabled young people into Adult Social Care,
- Scrutiny Board (Children's Services): School Organisation Consultation,
- Scrutiny Board (Children's Services): Youth Service Surveys,
- Scrutiny Board (Environment and Neighbourhoods): Worklessness,
- Scrutiny Board (Environment and Neighbourhoods): Housing Lettings Process,
- Scrutiny Board (Environment and Neighbourhoods): EASEL Regeneration Programme.

- 3.2 A full list of recommendations arising from these reports are shown in Appendix 1

- 3.3 There are no recommendations where there is disagreement between the Scrutiny Board and Director/Executive Member. There is one recommendation directed specifically at Executive Board. This is detailed below.

(Scrutiny Board (Environment and Neighbourhoods) EASEL Regeneration Programme – Recommendation 2)

- (i) *That the Executive Board instils a duty of co-operation from all Council services to deliver the objectives of the EASEL Programme as a One Council Team.*

- 3.4 The suggested response from the Director is as follows;

“The regeneration of inner east Leeds is a complex and long term activity to attract much-needed investment, create conditions for businesses to thrive and improve the quality of life for residents. Executive Board will be requested to ensure support from across the council such that all its activities and investment are directed towards the objectives of EASEL. “

#### **4.0 Implications for Council Policy and Governance**

4.1 There are no policy implications arising from Scrutiny’s recommendations. There are no governance implications.

#### **5.0 Legal and Resource Implications**

5.1 There are no resource implications arising from the Scrutiny recommendations.

#### **6.0 Conclusions**

6.2 The Council’s Scrutiny Boards have received responses to a number of recommendations. These have been agreed by the relevant Director in conjunction with the relevant Executive Board member and are listed in Appendix 1. One recommendation is addressed specifically to Executive Board.

#### **7.0 Recommendations**

7.1 That the Executive Board notes the responses to Scrutiny Board recommendations and pronounces on the recommendation addressed specifically to Executive Board.

#### Background Documents

Scrutiny Board (Adult Social Care): The Independence wellbeing and Choice inspection of Leeds Adult Social Services 2008,

Scrutiny Board (Adult Social Care): The transitional arrangements for disabled young people into Adult Social Care,

Scrutiny Board (Children’s Services): School Organisation Consultation,

Scrutiny Board (Children’s Services): Youth Service Surveys,

Scrutiny Board (Environment and Neighbourhoods): Worklessness,

Scrutiny Board (Environment and Neighbourhoods): Housing Lettings Process,

Scrutiny Board (Environment and Neighbourhoods): EASEL Regeneration Programme.

## Scrutiny Board Final Reports, Recommendations and Responses

<b>Scrutiny Board (Adult Social Care) The Independence wellbeing and Choice inspection of Leeds Adult Social Services 2008</b>
<p><u>Recommendation One:</u>  <i>That the Chairperson of the Safeguarding Adults Partnership Board provides a half yearly update to the Adult Social Care Scrutiny Board or its successor Board during 2010/11 and 2011/12</i>  <b>Agreed</b></p>
<p><u>Recommendation Two:</u>  <i>That the Director of Adult Social Services ensures partnership organisations provide an undertaking to provide evidence for serious case reviews within a reasonable amount of time to be defined by the Safeguarding Adults Partnership Board</i>  <b>Agreed</b></p>
<p><u>Recommendation Three:</u>  <i>That the Head Scrutiny and Member Development ensures the provision of adult safeguarding training to all newly elected members as part of their induction programme.</i>  <b>Agreed</b></p>
<b>Scrutiny Board (Adult Social Care) The transitional arrangements for disabled young people into Adult Social Care</b>
<p><u>Recommendation One:</u>  <i>That the Director of Adults Social Services and Children's services establish and publicise the provision of a Transition Peer Support Group before 31 March 2011</i>  <b>Agreed</b></p>
<p><u>Recommendation Two:</u>  <i>That the Directors of Adult Social Services and Children's Services before July 2010 investigate additional methods of promoting the Transitions Service to raise the awareness of those young people and families who may benefit from the service.</i>  <b>Agreed</b></p>
<p><u>Recommendation Three:</u>  <i>That the Director of Adult Social Services establishes a Transition Service Action Plan before July 2010 to enable progress against key development objectives to be monitored</i>  <b>Agreed</b></p>
<p><u>Recommendation four:</u>  <i>That the Director of Adult Social Services introduces a mechanism for measuring, monitoring and reporting the performance of Transitional Services in Leeds before July 2010</i>  <b>Agreed</b></p>
<p><u>Recommendation Five:</u>  <i>That the Director of Adult Social Services review the Draft Transitions Procedure before July 2010 to adequately reflect Safeguarding, Risk Managements and Mental Capacity requirements for young people in Transition.</i>  <b>Agreed</b></p>
<p><u>Recommendation Six:</u>  <i>That the Executive Board member for Adult Health and Social Care identifies an Elected Member to undertake the role of Transitions Champion before August 2010.</i>  <b>Agreed</b></p>

<b>Scrutiny Board (Children's Services) School Organisation Consultation</b>
<p><u>Recommendation 1</u>  <i>That the Chief Executive of Education Leeds revises the school organisation consultation guidelines to automatically include the full governing body and all elected Members at the informal Stage A in the process.</i></p> <p><b>Agreed</b></p>
<p><u>Recommendation 2</u>  <i>That the Chief Executive of Education Leeds develops a strategy for communicating with a wider stakeholder group in circumstances where the development of school organisation proposals are at Stage A, but are also in the public domain.</i></p> <p><i>That the proposed strategy is brought to the Scrutiny Board for comment before it is finalised.</i></p> <p><b>Agreed</b></p>
<p><u>Recommendation 3</u>  <i>That the Chief Executive of Education Leeds reports back to us on the production of information to be included either within or alongside school organisation proposals at Stages B and C, explaining to the public:</i></p> <p><i>a) the importance of responding at both stages of the process; and</i>  <i>b) the significance of providing reasons for objections and making alternative suggestions.</i></p> <p><b>Agreed</b></p>
<p><u>Recommendation 4</u>  <i>That the Chief Executive of Education Leeds reports back to us on how Education Leeds will ensure that engagement with stakeholders, particularly staff, will take place in circumstances where the school leadership and governing body are not engaging with school organisation proposals.</i></p> <p><b>Agreed</b></p>

<b>Scrutiny Board (Children's Services) Youth Service Surveys</b>
<p><u>Recommendation 1</u>  <i>That the Director of Children's Services and the Chief Executive of Education Leeds report to us within 3 months on how awareness of youth service activities generally can be more proactively promoted in schools, and young people be directly encouraged to participate in such activities.</i></p> <p><b>Agreed</b></p>
<p><u>Recommendation 2</u>  <i>That the Director of Children's Services and the Chief Executive of Education Leeds explore children and young people's participation in activities and identify barriers to participation in more depth, either by including questions in the next Every Child Matters survey or by developing a separate survey using the Be Heard survey tool.</i></p> <p><b>Agreed</b></p>
<p><u>Recommendation 3</u>  <i>That the Director of Children's Services ensures that the local analysis of findings from surveys such as the Every Child Matters survey and the Youth Service user survey is routinely made available at a local level to Area Committees and Clusters to inform their planning of future activity.</i></p> <p><b>Agreed</b></p>

<b>Scrutiny Board (Environment and Neighbourhoods) Worklessness</b>
<p><u>Recommendation 1</u>  <i>That the Director of Environment and Neighbourhoods ensures that appropriate briefings are provided immediately to relevant staff within Economic Development and Planning Services in City Development on the objectives of the Employment Leeds model to help raise its profile amongst employers and developers.</i></p> <p><b>Agreed</b></p>

**Recommendation 2**

*That the Director of Environment and Neighbourhoods leads on ensuring that a more systematic data sharing mechanism is developed between Economic Development and the Regeneration Services in relation to data gathered on the local economy and potential employers and investors coming into the city.*

**Agreed**

**Recommendation 3**

*That the Director of Environment and Neighbourhoods develops an action plan over the next 6 months to determine the existing customer demand for Jobshop services and to explore ways in which such demand needs can be met effectively.*

*In particular, attention should be given to the potential demand on services in the short term in anticipation of the challenges presented by continuing decreases in public funding nationally.*

**Agreed**

**Recommendation 4**

*(i) That the Director of Environment and Neighbourhoods leads on producing and maintaining an up-to-date electronic directory of employability support services/schemes/agencies within Leeds.*

*(ii) That this directory is widely publicised and responsibility placed upon all partners to keep the directory up-to-date.*

**Agreed**

**Recommendation 5**

*That, in recognition of the success of the Future Jobs Fund programme and Work4Leeds Apprenticeship programme, the Council ensures that any future expansions to these schemes also adopt a minimum of 6 months work experience.*

**Agreed**

**Recommendation 6**

*That the Director of Environment and Neighbourhoods and the External Relations Manager at Leeds Jobcentre Plus produce a joint action plan aimed at generating greater awareness amongst Leeds Youth Service staff about the provisions available for addressing youth unemployment.*

**Agreed**

**Recommendation 7**

*To encourage the development of data sharing protocols further across the Council and its partners, we recommend that the Director of Environment and Neighbourhoods ensures that the lessons arising from the Council's data sharing pilot project with DWP on lone parent benefit claimants are reviewed and widely disseminated to illustrate the benefits of such an approach.*

**Agreed**

**Recommendation 8**

*That, where appropriate, the Director of Environment and Neighbourhoods leads on exploring the use of the Council's powers to promote economic and social well-being and the processes for obtaining informed consent from individuals to make best use of data to target and deliver activity to reduce worklessness.*

**Agreed**

**Recommendation 9**

*That the Director of Environment and Neighbourhoods ensures that the evaluation findings from the 4 Families pilot project is brought back to Scrutiny for consideration once available.*

**Agreed**

**Recommendation 10**

*That the Director of Environment and Neighbourhoods leads on ensuring that the Leeds Works and Skills Plan*

- a) complements and adds value to the Leeds City Region plan to make best use of resources;*
- b) promotes a joined up approach towards tackling worklessness, with particular attention given to strengthening the links between employability support services for adults and young people.*

<b>Agreed</b>
<u>Recommendation 11</u> <i>That the Director of Environment and Neighbourhoods ensures that all Elected Members are made aware of the Area-based Worklessness Groups and advised on how they can be engaged in the work of these groups.</i> <b>Agreed</b>
<u>Recommendation 12</u> <i>That the Director of Environment and Neighbourhoods ensures that future quarterly performance management reports include more case study evidence of where actions and initiatives aimed at tackling worklessness have proved to be successful.</i> <b>Agreed</b>

<b>Scrutiny Board (Environment and Neighbourhoods) Housing Lettings Process</b>
<u>Recommendation 1</u> <i>That the Director of Environment and Neighbourhoods leads on developing an action plan over the next 6 months to improve the coordination of data shared between Housing, Adult Social Care, Children's Services and local NHS Trusts to help identify and address the housing support needs of an individual.</i>  <i>As part of this action plan, consideration should be given to the following issues:</i>  <i>(i) to determine exactly what information from the Single Assessment Process and Common Assessment Framework processes can and should be shared to assist the lettings process in terms of identifying and addressing the housing support needs of an individual.</i>  <i>(ii) to consider any potential IT data issues and resource implications in terms of developing appropriate mechanisms that will aid the coordination of such data</i>  <i>That this action plan is brought back to Scrutiny for consideration.</i> <b>Agreed</b>
<u>Recommendation 2</u> <i>That the Director of Environment and Neighbourhoods leads on developing a formal data sharing protocol between the ALMOs, the Police and the Anti-Social Behaviour Unit to ensure that local intelligence about prospective and existing tenants is systematically shared as part of the new Support Needs Assessment to inform the application process and enable appropriate action to be taken.</i> <b>Agreed</b>
<u>Recommendation 3</u> <i>That the data sharing improvements set out within recommendations 1 and 2 are also used to enable more effective enforcement of Introductory and Demoted Tenancies in future.</i> <b>Agreed</b>
<u>Recommendation 4</u> <i>That any concerns or complaints made to the ALMOs about the behaviour of a particular tenant are acted upon with urgency, with an interim response given within 5 working days.</i> <b>Agreed</b>
<u>Recommendation 5</u> <i>That the Director of Environment and Neighbourhoods leads on developing a protocol between the Leeds Housing Options Service and the Leeds ALMOs to clarify appropriate stages of referral to the Leeds Housing Options Service for preventative housing related support services to be assessed and coordinated.</i> <b>Agreed</b>
<u>Recommendation 6</u> <i>That the personal case conferencing approach used by the Leeds Housing Options Service is adopted as a good practice model as part of the housing management process for those tenants with acute and complex support needs.</i> <b>Agreed</b>

## **Scrutiny Board (Environment and Neighbourhoods) EASEL Regeneration Programme**

### Recommendation 1

(i) *That the Director of Environment and Neighbourhoods ensures that the current EASEL Communications and Involvement Framework is reviewed in order to:*

- *Improve links with staff, stakeholders, partners and communities*
- *Improve co-ordination and avoid duplication of effort*
- *Provide a single point of contact for communicating the most up-to-date developments within the EASEL Programme*

(ii) *That the EASEL Regeneration Team leads on this review and works closely with Ward Members to agree recommendations to be brought back to Scrutiny at the earliest opportunity*

**Agreed**

### Recommendation 2

(i) *That the Executive Board instills a duty of co-operation from all Council services to deliver the objectives of the EASEL Programme as a One Council Team.*

**The regeneration of inner east Leeds is a complex and long term activity to attract much-needed investment, create conditions for businesses to thrive and improve the quality of life for residents. Executive Board will be requested to ensure support from across the council such that all its activities and investment are directed towards the objectives of EASEL.**

(ii) *That the Director of Environment and Neighbourhoods leads on producing an action plan to ensure that the EASEL Programme is being delivered on a One Council basis by a One Council Team*

**Agreed**

(iii) *That this action plan is brought back to Scrutiny by November 2010.*

**Agreed**

### Recommendation 3

*That, through the EASEL Steering Group and Programme Board, the Council continues to promote and progress with the EASEL programme as its number one regeneration priority.*

**Agreed**

### Recommendation 4

*That the Director of Environment and Neighbourhoods explores appropriate methods for generating greater recognition and awareness of where existing initiatives and schemes have arisen as part of the overall EASEL regeneration programme and reports back to Scrutiny by November 2010.*

**Agreed**