



SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

Meeting to be held in the Civic Hall, Leeds on
Thursday, 24th July, 2008 at 10.00 am

A pre-meeting will take place for ALL Members of the Board
in a Committee Room at 9.30 am

MEMBERSHIP

Councillors

B Anderson (Chair)	-	Adel and Wharfedale
A Blackburn	-	Farnley and Wortley
A Castle	-	Harewood
B Cleasby	-	Horsforth
D Coupar	-	Middleton Park
A Gabriel	-	Beeston and Holbeck
D Hollingsworth	-	Burmantofts and Richmond Hill
G Hyde	-	Killingbeck and Seacroft
J Marjoram	-	Calverley and Farsley
L Mulherin	-	Ardsley and Robin Hood
M Rafique	-	Chapel Allerton
A Taylor	-	Gipton and Harehills

Please note: Certain or all items on this agenda may be recorded on tape

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A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal / prejudicial interests for the purpose of Section 81 (3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES OF PREVIOUS MEETINGS</p> <p>To approve the minutes of the previous meetings held on 16th June 2008 and 24th June 2008.</p>	1 - 8
7			<p>EXECUTIVE BOARD - MINUTES</p> <p>To receive a copy of the Executive Board minutes of the meeting held on 11th June 2008.</p>	9 - 20
8			<p>MEMBERS' QUESTIONS - EXECUTIVE MEMBER FOR ENVIRONMENTAL SERVICES</p> <p>To receive a report from the Head of Scrutiny and Member Development and to discuss relevant issues for the Board's work programme with the Executive Board Member for Environmental Services.</p>	21 - 22
9			<p>INQUIRY INTO CHOICED BASED LETTINGS - RESPONSE TO THE BOARD'S RECOMMENDATIONS</p> <p>To consider a report of the Head of Scrutiny and Member Development on interim recommendations made following an Inquiry into Choiced Based Lettings.</p>	23 - 32

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p>WYTHHER COMMUNITY CENTRE</p> <p>To consider a report from the Director of Environment and Neighbourhoods on the process of assessing the Wyther Community Centre.</p>	33 - 36
11			<p>CURRENT WORK PROGRAMME</p> <p>To consider a report of the Head of Scrutiny and Member Development on the Board's current work programme.</p>	37 - 46
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday 8th September 2008 at 10.00am (Pre-meeting to be held for Board Members at 9.30am)</p>	

Agenda Item 6

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

MONDAY, 16TH JUNE, 2008

PRESENT: Councillor B Anderson in the Chair

Councillors D Hollingsworth, G Hyde,
J McKenna, M Rafique and A Taylor

1 Chair's Opening Remarks

The Chair welcomed everyone to the first meeting of the Scrutiny Board (Environment and Neighbourhoods) for the municipal year 2008/09.

2 Declarations of Interest

The following personal declarations were declared:-

- Councillor B Anderson in his capacity as Chairman of the West North West Leeds ALMO - Input to Work Programme 2008/09 – Sources of Work and Establishing Board's Priorities (Agenda Item 7) (Minute 5 refers)
- Councillor D Hollingsworth in his capacity as a Director of Leeds East North East Homes ALMO - Input to Work Programme 2008/09 – Sources of Work and Establishing Board's Priorities (Agenda Item 7) (Minute 5 refers)

3 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor A Gabriel.

4 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 13th May 2008 be confirmed as a correct record.

5 Input to Work Programme 2008/09 - Sources of Work and Establishing the Board's Priorities

The Head of Scrutiny and Member Development submitted a report providing Members with information and guidance to assist the Board to develop its work programme for 2008/09.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- (i) Board's Terms of Reference
- (ii) Core information on relevant aspects of the:-
 - Local Area Agreement/Leeds Strategic Plan
 - Corporate Assessment Actions 2008
 - Corporate performance management information (PIs) and any identified areas of improvement
 - Details of any forthcoming external audit reviews
 - Outstanding issues from previous municipal year

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- (iii) Current Forward Plan and minutes of last Executive Board meeting held on 14th May 2008

The Chair welcomed to the meeting Councillor J L Carter, Executive Member with portfolio responsibility for Neighbourhoods and Housing; Stephen Boyle, Chief Regeneration Officer, Environment and Neighbourhoods and Paul Langford, Chief Housing Officer, Environment and Neighbourhoods, who were in attendance to respond to questions from the Board.

The Executive Board Member with portfolio for Neighbourhoods and Housing outlined some of the pressures on the department for the coming year and also raised some topics for possible scrutiny by the Board.

The Chief Regeneration Officer and Chief Housing Officer summarised the key activities and priorities of the Environment and Neighbourhoods Department for the year ahead and suggested topics that the Board might like to consider including in their work programme.

Members commented on and sought further clarification on a number of particular issues for possible inclusion in the Board's future work programme.

Following detailed discussions, the Chair thanked the Executive Board Member and officers for their attendance.

RESOLVED – That the contents of the report and appendices be noted.

(Councillor G Hyde joined the meeting at 2.05 pm during discussions of the above item)

(Councillor A Taylor left the meeting at 2.15 pm during discussions of the above item)

6 Determine Work Programme 2008/09

The Head of Scrutiny and Member Development submitted a report requesting that the Board consider formulating a draft work programme.

The Board discussed various issues for possible inquiry, update reports required and topics to be included in the work programme for the year.

The Board expressed interest in holding Inquiries on the following (to be scheduled):-

- Anti Social Behaviour
- Community Cohesion with reference to:-
 - Increased community involvement in service delivery and volunteering
 - Greater resident and stakeholder confidence in ability to influence Council decisions
 - Cohesion and Integration
 - Voluntary, Community and Faith Sector capacity
- Leeds Housing Market

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- Scrutiny Inquiry into Housing Letting pressures-to continue last year's work
- Review Impact of the Case Resolution Programme for Asylum Seekers and Clustering Levels
- ALMO Inspection Review
- HMO Licensing Impact and Review

The Board also expressed an interest in the following matters and requested written reports during 2008/09 via the Board's Principal Scrutiny Adviser:-

- Rodent Control
- Statistical data and accessibility of information on rape crimes
- Environmental management around Council estates
- Supporting People Inspection Plan Review
- Area Management Changes i.e.
 - New working arrangements – three new Area Management Teams
 - Strengthening Members role and influence in local partnership working
- Wyther Community Centre
- Miscellaneous properties

RESOLVED – That the Board's Principal Scrutiny Adviser, in conjunction with the Director of Environment and Neighbourhoods, be requested to update and timetable the Board's work programme with a view to incorporating the above Inquiries and reports.

7 **Date and Time of Next Meetings**

RESOLVED – That the following dates and times be noted and approved:-

Thursday 24th July 2008 at 10.00 am
 Monday 8th September 2008 at 10.00 am
 Monday 13th October 2008 at 10.00 am
 Monday 10th November 2008 at 10.00 am
 Monday 8th December 2008 at 1.00 pm*
 Monday 12th January 2009 at 10.00 am
 Monday 9th February 2009 at 10.00 am
 Monday 16th March 2009 at 10.00 am
 Monday 20th April 2009 at 10.00 am.

(NB: All Pre-meetings to take place at 9.30am (*12.30pm) before the meeting)

(The meeting concluded at 2.40 pm)

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SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

TUESDAY, 24TH JUNE, 2008

PRESENT: Councillor B Anderson in the Chair

Councillors A Blackburn, A Castle,
B Cleasby, D Coupar, D Hollingsworth,
G Hyde, J Marjoram, M Rafique and
A Taylor

8 Chair's Opening Remarks

The Chair welcomed everyone to the Call-In meeting. In particular he also welcomed Councillor J Marjoram to his first Board meeting.

The Chair also reported that Councillor D Coupar had replaced Councillor J Langdale on the Board for the remainder of the Municipal Year.

9 Declarations of Interest

The following personal interests were declared:-

- Councillor D Coupar in her capacity as a regular user of Beckett Street car park (Agenda Item 7) (Minute 11 refers)
- Councillor M Rafique in his capacity as a regular user of Beckett Street car park (Agenda Item 7) (Minute 11 refers)

10 Call - In of a Decision - Briefing Paper

The Head of Scrutiny and Member Development submitted a report regarding the procedural aspects of the Call-In process.

Members were advised that the options available to the Board in respect of this particular called-in decision were:-

Option 1 – **Release the decision for implementation.** Having reviewed the decision, the Scrutiny Board (Environment and Neighbourhoods) could decide to release it for implementation. If this option was chosen, the decision would be released for immediate implementation and the decision could not be called-in again.

Option 2 – **Recommend that the decision be reconsidered.** Having reviewed the decision, the Scrutiny Board (Environment and Neighbourhoods) recommend to the Director of Environment and Neighbourhoods that the decision be reconsidered. If the Scrutiny Board (Environment and Neighbourhoods) chose this option, a report would be submitted to the Director of Environment and Neighbourhoods within three working days of this meeting. The Officers would reconsider their decision and would publish the outcome of their deliberations on the delegated decision system. The decision could not be called-in again whether or not it was varied.

RESOLVED – That the report outlining the Call-In procedures be noted.

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9 **Review of Called - In Decision - Parking Price Review**

The Head of Scrutiny and Member Development submitted a report, together with relevant background papers, relating to an Officer Delegated Decision D33892 of the Director of Environment and Neighbourhoods as follows:-

Review of Parking Facilities Including Adjustments to Prices

'The Director of Environment and Neighbourhoods submitted a report on a review of parking facilities, including adjustments to prices and seeking authority to increase some of the charges from 1st July 2008.

The Director of Environment and Neighbourhoods:-

- (i) noted the contents of the report, and
- (ii) approved the revised charges/changes outlined in the report.'

The decision had been called-in for review by Councillors T Hanley, J Jarosz, M Rafique, J Lewis, P Gruen and D Coupar on the following grounds:-

'Parking charges have risen at the Council owned Beckett Street car park opposite St James' Hospital to £1 an hour. This is 50p more than in 2004. The decision to increase charges will once again hit some of the most vulnerable people in our city, many who because of ill health have no choice but to visit St James on a regular basis. This decision should be reviewed and other options examined, in line with the Council's mission Statement to Narrow The Gap.'

Prior to considering the written evidence, Councillor J Coupar and Councillor M Rafique confirmed for the record and the benefit of member of the public present at the outset that they were signatories to the call in request, but that they were prepared to consider all the information and evidence brought before the Scrutiny Board and retain an open mind in this regard.

The Board considered the following written evidence:-

- Report of the Director of Environment and Neighbourhoods considered under the Officer Delegated Decision Scheme and approved on 5th June 2008
- Additional information accepted by the Chair and circulated prior to the meeting to Board Members from the Director of Environment and Neighbourhoods as follows:-
 - report providing some additional information regarding the report entitled 'Review of Parking Facilities, including adjustments to prices' dated 14th April 2008
 - Summary of Parking Charges 2002 to 2007
 - Map showing proposed changes in relation to Central Short Stay, North and West and South and East.

Councillor T Hanley attended the meeting and was allocated 10 minutes to present evidence to the Board.

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Graham Wilson, Head of Enforcement; Andrew Mason, Chief Environmental Services Officer and Mark Jefford, Parking Manager, Environment and Neighbourhoods Department also attended the meeting and were also allocated 10 minutes to present their evidence to the Board.

Board Members then questioned Councillor T Hanley and officers at length on the evidence submitted.

RESOLVED – That the contents of the report, together with the relevant background papers be noted.

(Councillor A Blackburn and Councillor A Taylor joined the meeting at 10.15 am during consideration of this item)

10 Outcome of Call - In

Following consideration of evidence presented to them and the options available to them as outlined in Minute No 10, the Board resolved that Option 1 – Release the decision for implementation, was the most appropriate action.

In addition to the above resolution, Councillor B Cleasby recommended that a letter should be sent on behalf of the Board to the NHS Trust regarding car parking issues and it was agreed to revisit this issue for discussion at the next meeting in July 2008.

RESOLVED – That the Officer Delegated Decision D33892 be immediately released for implementation.

(The meeting concluded at 11.00 am)

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EXECUTIVE BOARD

WEDNESDAY, 11TH JUNE, 2008

PRESENT: Councillor R Brett in the Chair

Councillors A Carter, J L Carter,
R Finnigan, S Golton, R Harker, P Harrand,
J Procter, S Smith, K Wakefield and
J Blake

Councillor J Blake – Non-voting advisory member

1 Exempt Information - Possible Exclusion of the Press and Public

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

- a) Appendix 1 to the report referred to in minute 15 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information on the basis that disclosure of the information could prejudice the Council's position in commercial negotiations if the PFI credits are allocated and the project proceeds.
- b) Appendix C to the report referred to in minute 5 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that this is information relating to the financial or business affairs of the parties identified in the report and of the Council. In the circumstances it is felt that any negotiations which have already taken place should not be in the public domain prior to any future competitive process as this may prejudice commercial interests. The Council acknowledges that, whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- c) Appendix 3 to the report referred to in minute 23 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it is considered that since the proposed means of disposal will be through inviting offers for the property by public auction, then it is not in the public interest to disclose this information at this point in time as this could undermine this method of inviting bids and affect the integrity of disposing of property by this process. Also it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information

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about the nature and level of offers which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

- d) Appendices E, F and G to the report referred to in minute 24 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it is considered that its non disclosure outweighs the public benefit of disclosure as disclosure could seriously prejudice the outcome of future commercial dealings relating to this matter and could result in the Council suffering financial loss.
- e) A second report referred to in minute 7 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains financial and other confidential information relating to the Caddick and unsolicited offers. This information relates to the financial or business affairs of those particular companies, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained either through the negotiations with Caddick, which were conducted on a confidential basis, or in relation to the unsolicited offer, from the letter of offer which was made to the Council on a confidential basis, then it is not in the public interest to disclose this information at this point in time as to do so could lead to further competing bids from these companies or from the market generally, and in turn this would undermine the process for disposing of this site which the Council selects and affect the integrity of the disposal process. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and currently there is a greater public interest in ensuring that the site is disposed of in a fair and equitable manner with no party gaining a commercial advantage over another by having details of the likely level of other offers. Consequently, it is considered that in all the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

2 Declaration of Interests

Councillors A Carter, J L Carter, Finnigan, Golton, Harker, Harrand, Smith and Blake declared personal interests in the item relating to the Primary Capital Programme (minute 14) as Primary School Governors.

Councillor Wakefield declared personal interests in the item relating to Leeds Local Enterprise Growth Initiative (minute 26) as a member of the Catalyst project and in the items relating to the Joint Area Review (minute 11) and the review of the Children and Young People's Plan (minute 12) as a member of the Learning and Skills Council.

Councillor Harrand declared a personal interest in the item relating to Small Industrial Units (minute 24) as an unpaid director of an organisation occupying such a unit.

3 Minutes

RESOLVED – That the minutes of the meeting held on 14th May 2008 be approved.

ENVIRONMENTAL SERVICES

4 Deputation to Council - West Yorkshire Animals in Need seeking to ban the giving of goldfish as prizes

The Director of Environment and Neighbourhoods submitted a report responding to the deputation from West Yorkshire Animals in Need to Full Council on 9th April 2008. The report detailed the Council's current position with regard to this issue and offered proposals to strengthen that position.

RESOLVED – That approval be given to the insertion of a suitable clause in the land licenses provided to operators of events and fairs, to specifically prohibit the giving of goldfishes as prizes.

DEVELOPMENT AND REGENERATION

5 Deputation to Council - Local Residents Requesting the Council to Purchase Sports Facilities at Leeds Girls High School for use by Primary Schools and the Local community

The Director of City Development submitted a report providing a full response to the deputation from local residents to Full Council on 16th January 2008, following the holding response submitted to Executive Board on 12th March 2008.

Following consideration of appendix C to the report designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting it was

RESOLVED- That the conclusions of the report be noted and

- (a) That the principle of any public greenspace requirement associated with a residential scheme, to comply with UDP Policy, being mainly provided at Ford House Garden be supported
- (b) That, over and above what is required by UDP Policy, and subject to it being affordable to the Council support be given to negotiations for the acquisition of the land south of Victoria Road, for use as informal greenspace, through a negotiated agreement, and that officers be authorised to continue to investigate this with the school.
- (c) That it be further noted that any proposal that the Elinor Lupton Centre become a licensed premises would not be supported by this Board and that the proposed use of the sports hall and swimming pool by a private operator with a 'community access agreement' would be supported by this Board.

(Councillor Finnigan declared a personal interest in this matter as a member of Plans Panel (East))

6 Deputation to Council- Retailers and Residents of Morley regarding the number of Charity Shops in Morley Shopping Centre

The Director of City Development submitted a report responding to the deputation from Retailers and Residents of Morley to Full Council on 9th April 2008.

RESOLVED-

- (a) That the Morley Mayor and traders be advised that, Leeds City Council, whilst sympathetic, is not disposed, at this stage, to support a national campaign to change national planning legislation, but will continue to support town and district centres through a range of positive interventions.
- (b) That discussions be held with other local authorities via the Local Government Association with a view to identifying any commonality of view and that a further report be brought to this Board on the outcome of those discussions.

7 Quarry Hill, Leeds 9

Referring to minute 34 of the meeting held on 11th June 2003, the Director of City Development submitted a report advising of the current situation relating to the disposal of the Council owned site at Quarry Hill.

Following consideration of the second report designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting it was

RESOLVED-

- (a) That the Director of City Development be authorised to complete the disposal of land at Quarry Hill to Caddick Developments Limited on the terms reported, subject to the adjustments set out in the report.
- (b) That all decisions relating to the disposal of this site at Quarry Hill be delegated to the Director of City Development.

NEIGHBOURHOODS AND HOUSING

8 Activity in the Private Rented Sector regarding Energy Efficiency

The Director of Environment and Neighbourhoods submitted a report on the current position and activity in relation to energy efficiency measures within the private rented sector.

RESOLVED –

- (a) That the proposed actions to promote energy efficiency measures in the private rented sector as contained in paragraph 5.0 of the report, and which build on those undertaken to date, be approved.
- (b) That the discretionary elements of housing benefit provisions be examined to determine whether they could be used in a manner which

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would provide an incentive to landlords to improve energy efficiency in their properties.

9 Update on the Supporting People Programme

The Director of Environment and Neighbourhoods submitted a report providing an update on developments relating to the Supporting People programme since the Audit Commission inspection in January 2007.

RESOLVED – That the report be noted and that the Director of Environment and Neighbourhoods report to this Board on proposals for any changes to current governance and funding arrangements relating to the Supporting People programme once the Communities and Local Government Department confirm what changes they intend to make to the delivery of the programme.

10 Under Occupation in Council Housing

The Director of Environment and Neighbourhoods submitted a report providing details of the extent of under-occupation in Leeds, and proposing that new incentive schemes be developed to encourage under-occupying Council tenants to move to smaller properties to promote best use of housing stock. The report also clarified how the Leeds Arm's Length Management Organisations should use Ground 16 powers under the Housing Act 1985 to move under-occupying tenants who have succeeded to a Council tenancy following the death of the tenant.

RESOLVED –

- (a) That approval be given to expenditure of up to £300,000 in 2008/09 on encouraging under-occupiers in the largest stock to move to more appropriately sized accommodation.
- (b) That the available legal powers to manage under-occupation be used in accordance with section 3.3.5-6 of the submitted report.
- (c) That a further report be brought to the Board in February 2009 providing a detailed action plan with targets on how incentives for under-occupation can be adopted for 2009/10.

CHILDREN'S SERVICES

11 Leeds Joint Area Review

The Director of Children's Services submitted a report advising of the outcome of the inspection and of the formal requirements on actions arising from the inspection.

RESOLVED – That the outcome of the Joint Area Review and resultant actions to be undertaken be noted and that the Action Plan in that respect be brought to the July meeting of the Board.

12 The 2008 Review of the of the Children and Young People's Plan

The Director of Children's Services submitted a report presenting the 2008 review of the Children and Young People Plan and seeking endorsement of the revised Plan.

RESOLVED - That the 2008 Children and Young People's Plan Review be approved and endorsed.

13 Carlton Primary School - School Hall Extension

The Chief Executive of Education Leeds submitted a report on a proposed new build extension to Carlton Primary School to provide a new hall and kitchen, and associated remodelling works.

RESOLVED –

- (a) That the design proposals be approved and that authority be given to proceed with an extension to Carlton Primary School to provide a new hall and kitchen, and associated remodelling works;
- (b) That expenditure of £1,008,000 from capital scheme 14130 be authorised.

14 Primary Capital Programme Strategy for Change

The Chief Executive of Education Leeds submitted a report on the proposed strategic approach towards renewing primary schools, including prioritisation of need, within the first four years, and on the proposed Strategy for Change prior to final submission to the Department for Children, Schools and Families.

RESOLVED-

- (a) That the Strategy for Change formal submission to the DCSF, to ensure capital funding is received by Leeds, be approved
- (b) That specific proposals for school projects for the first two years of the programme will be considered by this Board in due course and in accordance with usual procedures.

LEISURE

15 Endorsement of Expression of Interest for PFI Credits for Holt Park New Leaf Well Being Centre Project

The Director of City Development submitted a report on an Expression of Interest for the Holt Park New Leaf Wellbeing Project submitted to the Department of Health.

Following consideration of the appendix to this report designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting it was

RESOLVED-

- (a) That the content of this report be noted and that the submission of the Expression of Interest for the Holt Park New Leaf Wellbeing Project be endorsed.
- (b) That approval be given to the combining of the Well Being Leisure Project with the New Leaf Well Being Centre Project, under the Education PFI Project Board should Credits be allocated for the project.

ADULT HEALTH AND SOCIAL CARE

16 Deputation to Council - Access Committee for Leeds Regarding Disability Inclusion Through Meaningful Involvement

The Director of Adult Social Services submitted a report responding to the deputation from the Access Committee for Leeds to Full Council on 9th April 2008.

RESOLVED

- (a) That the report be noted
- (b) That elected members and officers be supported and encouraged to work with the Independent Disability Council on a broad range of issues concerning disabled people.
- (c) That the widest possible participation in the debate on the future of social care, which is being undertaken by the government over coming months be supported and encouraged.
- (d) That the City Council's commitment to consultation and engagement with disabled people, in particular in addressing the major challenges to independent living arising from demographic change and the increasing costs of personal care, be confirmed.

17 Income for Community Care Services - Proposals for Consultation

The Director of Adult Social Services submitted a report setting out the current position of the review of income for non-residential adult social care services and on proposals for consultation on options.

RESOLVED-

- (a) That the contextual information outlined in the report and how it impacts on the contributions review be noted.
- (b) That the context for the consultation process be supported as the need to generate more income from service user contributions to improve our ability to invest in social care services and to support fairness, equity and consistency
- (c) That the contributions options set out in section 8.4 of the report be approved as the basis of stakeholder consultation.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this decision)

18 Safeguarding Vulnerable Adults in Leeds

The Director of Adult Social Services submitted a report on the work underway in the city to strengthen arrangements designed to ensure that vulnerable adults in Leeds are adequately safeguarded.

RESOLVED-

- (a) That the report be noted in relation to the revisions to the Safeguarding Adults structures in the City and that the content of the annual report 2007/08, attached to the report be also noted
- (b) That the overall arrangements for Safeguarding Adults in the City be referred to the Scrutiny Board (Adult Social Care) so that consideration

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can be given to the terms of an enquiry designed to test the strength and efficacy of Safeguarding work conducted across the partnership.

CENTRAL AND CORPORATE

19 Council Business Plan 2008-2011

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report providing information on the development, approach and broad content of the Council Business Plan 2008-11, and seeking endorsement of the plan prior to its formal approval by Full Council.

RESOLVED

- (a) That the Council Business Plan 2008-11 as attached at Appendix 1 to the report be endorsed
- (b) That the Assistant Chief Executive (Planning, Policy and Improvement) be authorised to update and complete the Council Business Plan with any outstanding information prior to its submission for approval to Full Council on 2nd July 2008.
- (c) That Council be recommended to approve the Council Business Plan 2008-11 at their meeting on 2nd July 2008.

20 Corporate Assessment 2008

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report detailing the outcome of the Corporate Assessment Inspection and highlighting the main findings and key issues for action.

RESOLVED -

- (a) That the Corporate assessment report and the action plan as attached at appendices 1 and 2 to the report be noted.
- (b) That the proposals outlined in the report for monitoring delivery of the action plan be noted.

21 Ward Based Initiatives 2008/2009

The Director of Resources submitted a report on a proposed Ward Based Initiative scheme to allow Elected Members to sponsor capital projects within their respective Wards

RESOLVED – That the report be noted and that expenditure of £990,000 be authorised, subject to approvals in line with procedures set out in the Guidance Notes attached to the report, and subject to an amendment to those notes to make clear the sums of money which can be awarded to such schemes.

22 Financial Performance - Outturn 2007/08

The Director of Resources submitted a report on the Council's financial performance for the year ending 31st March 2008, prior to submission of the annual accounts to the Corporate Governance and Audit Committee for approval, and subject to Audit.

RESOLVED -

- (a) That the report be noted
- (b) That £300,000 be transferred to the contingency fund in 2008/09 in accordance with paragraph 3.4 of the submitted report
- (c) That the additional contributions to and the creation of, earmarked reserves of £3,800,000 in respect of the HRA be agreed as outlined in the HRA report attached at Appendix 1 to the report
- (d) That the creation of two new General Fund earmarked reserves as outlined in paragraph 3.5 of the report be agreed
- (e) The Board noted that right to buy capital receipts that are not required in 2007/08 to fund the HRA capital programme have been used to fund the general fund, thereby reducing borrowing costs with compensating resources to be returned to the HRA programme in 2008/09.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this decision)

DEVELOPMENT AND REGENERATION

23 Deputation to Council -Muslim Society of Leeds regarding the future of Bentley Primary School

The Director of City Development submitted a report responding to the deputation from the Muslim Society of Leeds to Full Council on 9th April 2008.

Following consideration of appendix 3 to the report designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting it was

RESOLVED- That the request from the Muslim Society of Leeds to acquire the former Bentley Primary School for community purposes be noted, but that the proposed sale on the open market in support of the Council's capital programme proceed as soon as possible in this financial year.

24 The Future Ownership and Management of the Council's Small Industrial Unit Portfolio, St Ann's Mills/ Abbey Mills, Kirkstall and the Investment and Agricultural Property Portfolios

The Director of City Development submitted a report providing an update on the outcome of the partnering / marketing exercises for the SIU portfolio and for St Ann's Mills / Abbey Mills, Kirkstall and setting out the outcomes in the context of the current Capital Programme pressures.

Following consideration of appendices E, F and G to the report designated as exempt under Access to Information Procedure Rule 10.4 (3) which were considered in private at the conclusion of the meeting it was

RESOLVED-

Draft minutes to be approved at the meeting to be held on Wednesday, 16th July, 2008

- (a) That the Board notes:
 - (i) the failure to identify a suitable partner to manage the Council's SIU portfolio
 - (ii) the failure to identify a suitable partner and to receive a credible offer for St Ann's Mills, Kirkstall
- (b) That disposals in support of the Capital Programme be agreed as follows:
 - (i) selected miscellaneous investment properties as detailed in Appendix E Tables 3a and 3b of the report
 - (ii) the farm buildings and gardens, but not the associated farm land, of the agricultural properties detailed in Appendix E Table 2a.
 - (iii) the selected small industrial unit properties detailed in Appendix E Table 1a (including St Ann's Mills, Kirkstall), subject to discussion with ward members on details relating to the proposed Ledston Luck disposal

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this decision)

25 City Centre Vision Conference

The Director of City Development submitted a report advising of the outcomes arising from the City Centre Vision Conference held in January and recommending how best to take forward the issues and ideas that emerged.

RESOLVED-

- (a) That the successful outcome of the City Centre Vision Conference and the ongoing work regarding the arena, funding and the removal of street clutter be noted
- (b) That officers investigate the feasibility of implementing the 'Big Ideas' from the Conference and the work as proposed in section 5.0 of the report
- (c) That the Council work with and consult the Leeds Initiative and other partnership groups to help develop more detailed proposals
- (d) That an annual update on overall progress be brought back to this Board in January 2009 and that reports on individual projects be brought back at the appropriate time.

26 Sharing the Success: Leeds Local Enterprise Growth Initiative (LEGI)

The Director of City Development submitted a report on progress made on the implementation of Sharing the Success, the Leeds LEGI programme.

RESOLVED-

- (a) That the programme as commissioned to date by the programme Board be endorsed

- (b) That decisions on expenditure in line with the approved Officer Delegation Scheme be taken by the Director of Development in consultation with the LEGI Board
- (c) That further annual reports on progress in implementing the LEGI programme be brought to the Board.

27 Kirkgate Market Development Strategy Update

Further to minute 274 of the meeting held on 18th May 2005, the Director of City Development submitted a report detailing the outcome of the public consultation regarding Kirkgate Market and inviting consideration of the alternatives available for moving the preferred redevelopment option forward.

RESOLVED-

- (a) That the results of the public and tenant and trader consultation be noted and that development proposals continue to be advanced on the basis of those set out in the consultation document and on the basis of the accord shown in the public, tenant and trader opinions as set out in section 3 of the report;
- (b) That the informal discussions with the Leeds Partnership be noted;
- (c) That the commencement of an initial three month period of exclusivity with the Leeds Partnership in order to identify a suitable development option for Kirkgate Market be approved;
- (d) That officers bring back a further report to this Board detailing the outcome of the discussions with the Leeds Partnership.

DATE OF PUBLICATION 13TH June 2008
LAST DATE FOR CALL IN (5.00 PM) 20TH June 2008

(Scrutiny Support will notify Directors of any items Called In by 12 noon on Monday 23rd June 2008)

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Originator: S Winfield

Tel: 24 74792

Report of the Head of Scrutiny and Member Development

Scrutiny Board: Environment and Neighbourhoods

Date: 24th July 2008

Subject: Members' Questions – Executive Member for Environment Services

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 INTRODUCTION

- 1.1 At its June meeting, the Board agreed to invite the Executive Member for Environment Services to the Board meeting to take part in discussions on possible work programme items, relevant to the Board's portfolio, for the coming municipal year.
- 1.2 Discussions with the Executive Board Member will take the form of a question and answer session on broad issues and challenges facing the relevant services. From these discussions the Board may decide on the priorities for the work programme, including inquiries into performance issues, policy development and progress on current work.
- 1.3 The Board received the relevant performance information submitted by the department at its June meeting.

2.0 RECOMMENDATION

- 2.1 Members are requested to discuss issues with the Executive Board Member for Environment Services and identify items for the work programme.

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Originator: S Winfield

Tel: 24 74792

Report of the Head of Scrutiny and Member Development

Scrutiny Board: Environment and Neighbourhoods

Date: 24th July 2008

Subject: Inquiry into Choice Based Lettings – Response to the Board’s Recommendations

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity
Community Cohesion
Narrowing the Gap

1.0 INTRODUCTION

- 1.1 During the last municipal year Scrutiny Board (Environment and Neighbourhoods) undertook an inquiry into the Choice Based Lettings system. Following a number of sessions receiving evidence, the Board agreed an interim report.
- 1.2 The department has submitted a formal response to these recommendations, including progress that has been made to date. Members may wish to consider the outstanding issues requiring further scrutiny. The inquiry remains open.

2.0 REPORT SUBMITTED TO THE BOARD

- 2.1 Attached is a report submitted by the department, briefly outlining its response to each recommendation agreed by the Board during the municipal year 2007/08.

3.0 RECOMMENDATION

- 3.1 Members are requested to note the contents of the attached report and identify any issues requiring further scrutiny to be included on the work programme.

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Environment and Neighbourhoods Scrutiny Board Inquiry into lettings – recommendations

Strategic Landlord response - July 2008



Recommendation	Action	Timescale
<p>1. That the Strategic Landlord considers how best to involve the Scrutiny Board (Environment and Neighbourhoods), or its successor body, as part of the annual review of the Council's Lettings Policy, prior to final approval</p>	<p>Strategic Landlord Group is currently consulting on changes to the lettings policy, and has included Environment and Neighbourhoods Scrutiny Board in the formal consultation process.</p> <p>The proposed changes, discussed in the Scrutiny Board Inquiry into lettings, will be considered by Executive Board in October 2008.</p>	<p>June 2008, then ongoing with future lettings policy revisions</p>
<p>2. (i) That, through the ALMOs, the Strategic Landlord ensures that all local ward members are provided with quarterly performance information relating to local housing issues, in particular waiting times and lettings.</p>	<p>Leeds Homes will provide quarterly performance reports on lettings to all ward members.</p>	<p>From Quarter 1 2008/9, ie July 2008</p>
<p>(ii) That, in conjunction with the Head of Scrutiny and Member Development, the Strategic Landlord, as and when appropriate, delivers a series of Member briefing/ information sessions on housing related matters, particularly following any significant changes to policy.</p>	<p>Strategic Landlord will arrange briefing sessions with Member Development to tie in with the revision of lettings policy.</p>	<p>October 2008, then twice annually</p>

<p>(iii) That, to supplement the Member briefing sessions (referred to above), the Strategic Landlord produces and maintains a Members' handbook on the Council's Lettings Policies.</p>	<p>Strategic Landlord Group will produce a Members' Handbook on the lettings policy and key changes to it.</p>	<p>October 2008, then updated in line with future lettings policy revision</p>
<p>3. That, to enhance the openness and transparency in the development of Local Lettings Policies (LLPs), the Strategic Landlord ensures that, through the ALMOs, all local ward members are formally consulted in a timely and appropriate manner.</p>	<p>In future, ALMOs will be expected to consult with local ward members as part of the annual review of LLPs.</p> <p>Leeds Homes will revise the LLP review template for use in the next review scheduled for autumn 2008. Where no evidence is provided that member consultation has been undertaken, the council will not approve the LLP.</p>	<p>From September 2008</p>
<p>4. That, working with each of the Arms Length Management Organisations (ALMOs) and the Belle Isle Tenant Management Organisation (BITMO), the Strategic Landlord seeks to develop a set of principles to ensure that information on all LLPs in operation across the City are easily accessible by all members of the public, and are presented in a clear and consistent manner, by December 2008.</p>	<p>The ALMOs will provide customer information leaflets to customers about their LLPs.</p> <p>The Leeds Homes website will provide a web link to this information from all properties with a LLP advertised through the Leeds Homes website.</p>	<p>November 2008</p>
<p>5. That as a matter of urgency, the Strategic Landlord reviews all relevant policies and procedures to ensure that each ALMO adopts a consistent approach and takes appropriate legal action when the Council becomes aware that any false and/or misleading information has been</p>	<p>Under the ALMO Management Agreement, ALMOs are already obliged to inform the council of any fraudulent activity they are aware of.</p> <p>Strategic Landlord Group has included a statement on tackling fraud in the revised lettings policy.</p>	<p>Consultation currently ongoing</p>

<p>provided at any stage during the application process.</p>	<p>In addition, Strategic Landlord Group will develop procedures with Legal Services and implement a reporting regime.</p>	<p>August 2008</p>
<p>6. That, by December 2008, the Strategic Landlord review the application registration procedures to ensure that appropriate checks on customers' identities are undertaken at an earlier stage of the lettings process, for example, as part of the housing need assessment process.</p>	<p>A new customer checklist has been included in the revised Leeds Homes Register application form which will require customers to provide additional proof of identity, for example, copies of official documentation (such as a bank statement or driving licence) confirming the name and address of the applicant.</p> <p>The lettings procedures on priority awards will be updated following the lettings policy review, to require staff to make identity checks being prior to awarding any priority.</p>	<p>August 2008</p> <p>October 2008</p>
<p>7. That, within each ALMO/ BITMO, the Strategic Landlord actively promotes the photographing of all main and joint tenants at the time of signing their tenancy agreements.</p>	<p>The 2008 lettings policy review proposes that main and joint tenants are photographed prior to taking up their tenancy, to enable staff to identify the rightful tenant and reduce incidences of subletting. Strategic Landlord will develop detailed procedures to ensure this is done according to Data Protection requirements.</p>	<p>Consultation currently ongoing, Executive Board – October 2008</p>
<p>8. (i) That, by December 2008 and in conjunction with each ALMO and the BITMO, the Strategic Landlord seeks to develop and implement suitable strategies to tackle sub-letting of council properties.</p>	<p>The proposed revised lettings policy includes a statement that the council takes fraud seriously, including subletting (where a tenant sublets the whole of the property to another person), and that all reports of suspected fraud will be investigated.</p> <p>Strategic Landlord Group will encourage ALMOs to publicise reporting mechanisms such as hotlines or online reporting to tackle subletting.</p>	<p>Consultation currently ongoing, Executive Board – October 2008</p>

	Strategic Landlord will develop procedures for ALMOs to follow.	December 2008
(ii) That a review of such strategies is undertaken 12 months after implementation, with a view to ensuring such strategies are and remain fit for purpose.	As above	December 2009
9. That by April 2009, the Strategic Landlord, through the ALMOs:		
(i) Ascertains the level of under-occupancy across all council housing stock.	ALMOs are currently gathering data on the level of under-occupancy in their area. This is being undertaken through the customer profiling process.	April 2009
(ii) Undertakes further research to establish the most appropriate interventions for reducing under-occupancy across council housing stock locally.	In June 2008 Executive Board approved a pilot underoccupation incentive scheme (see point 9 iii below for details). The scheme will be evaluated to establish how successful various interventions are in achieving moves. The Golden Triangle Partnership is planning to commission further qualitative research to evaluate underoccupation schemes, through interviewing underoccupiers who have moved successfully as well as those who have decided against moving.	April 2009 2009/10
(iii) Formulate proposals, including the allocation of dedicated resources, aimed at proactively addressing under-occupancy, in the longer-term, across council housing stock locally.	In June 2008 Executive Board approved the establishment of a £300,000 fund for 2008/9 to provide financial incentives to encourage underoccupying council tenants to move to a smaller property. Tenants will receive £1,000 for each bedroom released by a move. The scheme will initially focus on 4+ bedroom properties, but	April 2009

	<p>will be rolled out to 2 and 3 bedroom stock in the autumn, dependent on the take up of the scheme.</p> <p>A further report and detailed action plan will be brought back to Executive Board proposing a longer term strategy and budget once the initial pilot scheme has been evaluated.</p> <p>In addition, the Golden Triangle Partnership is developing a pilot scheme which aims to relocate a total of 50 underoccupying households from across Leeds, Harrogate and York over a two-year period from 2009/10.</p>	<p>February 2009</p> <p>From April 2009</p>
<p>10. That the Strategic Landlord:</p> <p>(i) Continues to monitor the use of Leeds Choice Based Lettings (CBL) scheme, and actively promotes and encourages its use as a mechanism to advertise a range of housing options and opportunities, including private landlord accommodation and affordable housing.</p>	<p>Following a review, the CBL scheme for accredited private landlords was relaunched in March 2008. The scheme is now much more flexible and most landlords are choosing to place freestanding adverts in the Leeds Homes flyer and website with the aim of rehousing more customers from the Leeds Homes Register.</p> <p>Nomination agreements with our Housing Association partners now include affordable housing scheme nomination targets as part of the agreement.</p>	<p>Ongoing</p>
<p>(ii) Ensures that affordable housing solutions are more closely linked to the Leeds Homes Register and CBL scheme by actively identifying appropriate customers and signposting them to relevant schemes in the City.</p>	<p>The revised Leeds Homes membership pack will include a 'Housing Options' customer information leaflet giving details of alternative solutions to their housing need.</p> <p>IT improvements to the Leeds Homes registration process will enable staff from Housing Needs and</p>	<p>August 2008</p> <p>October 2008</p>

	the ALMOs to identify tailored housing solutions for customers, based on the information provided on their membership form.	
11. That, by December 2008, the Strategic Landlord:		December 2008
(i) Explores and implements ways in which 'mutual exchanges' are better promoted and marketed as part of the available housing options.	Strategic Landlord Group will develop publicity materials eg posters for housing and one stop offices, articles in ALMO newsletters and the Leeds Homes property flyer.	
(ii) Considers ways in which a more proactive approach by staff could help provide customers with realistic advice and help facilitate mutual exchanges where such an approach offers an appropriate solution.	Strategic Landlord Group will target mutual exchange information to LCC and RSL tenants with LHR applications registered. Strategic Landlord Group will develop IT solutions to enable a better mutual exchange matching process for customers using on-line facilities and for housing staff to actively promote potential exchanges between tenants.	December 2008
12. (i) That the Strategic Landlord continues to develop and promote a 'Housing Solutions' approach in order to respond to the changing nature of customers housing needs in the City, including appropriate changes to the Council Lettings Policy.	Strategic Landlord is working closely with Housing Needs Group's Business Change Project to develop a housing solutions approach. A bid has been submitted to Communities and Local Government's Housing Solutions Trailblazer Programme. If successful the council could receive £240,000 for the Housing Options programme in 2009/10. The council is currently awaiting the outcome of the bid. As part of the Business Change Programme, the project aims to deliver a housing solutions website. The website specification is currently being	October 2008

	developed, but the site will include information on renting privately, social housing, affordable housing and support available to remain at home.	
(ii) That in considering any proposed changes to the Council Lettings Policy, the Strategic Landlord seeks to undertake a further and more detailed examination of the likely implications of such, and provides this to the Scrutiny Board (Environment and Neighbourhoods), or its successor body, for consideration.	Environment and Neighbourhoods Scrutiny Board will be involved in consultation on future lettings policy changes as per recommendation 1. The proposed changes discussed previously as part of the Scrutiny Board inquiry include: action to reduce fraud, eg by photographing tenants prior to sign-up, reducing preference for unsuitable customers and assisted bidding.	April 2009
(iii) That, in developing a 'Housing Solutions' approach, the Strategic Landlord develops and implements a robust performance framework, in order to provide meaningful, accurate and timely performance information for all key stakeholders.	A performance framework will be developed covering key areas including: homeless prevention, support to enable the customer to stay in their current accommodation (eg through mortgage advice / rescue, or prevention of eviction), and customer satisfaction.	
(iv) That the Strategic Landlord provide a 6-monthly report to the Scrutiny Board (Environment and Neighbourhoods), or its successor body, regarding progress in developing a 'Housing Solutions' approach and any available performance data.	Strategic Landlord will submit a further report to Environment and Neighbourhoods Scrutiny Board.	December 2009
13. That, within 12 months, the Chief Housing Services Officer establishes and commences a process, involving all key stakeholders, to determine the future customer profile of Council Housing	In 2007 the Strategic Landlord Group published a detailed report on the 'Demand for Council housing'. The main findings was that the future demand for council housing will come increasingly from single and young people, and particularly	May 2009

<p>within Leeds.</p>	<p>from BME groups. In addition, customers with increasing chaotic and complex housing needs are being rehoused. As a result Housing management practices need to respond to the changing needs of this new customer profile. ALMOs are addressing this, for example, WNW have implemented a tenancy support team to provide practical support and life skills training to customers who may be at risk of failing in their new tenancy.</p> <p>It is proposed that a future Scrutiny Board session is held to examine the future profile in more detail. Recommendations would be made on how to widen this debate and to involve future stakeholders.</p>	
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REPORT TO SCRUTINY BOARD

DEPARTMENT: ENVIRONMENT AND NEIGHBOURHOODS

DATE: 24th JULY 2007

SUBJECT: WYTHYR COMMUNITY CENTRE

EXECUTIVE SUMMARY:

This report is presented in response to a referral to Environment and Neighbourhoods Scrutiny Board on 3 April 2008 by Inner West Area Committee. The referral relates to the delays in the closure and demolition of the Wyther Community Centre in Armley.

1. PURPOSE OF THE REPORT

- 1.1 The report identifies the actions taken to close and demolish the Wyther Community Centre, Armley. It describes the reasons for closure and the approach to finding alternative accommodation for one of the user groups, the Twilight Twirlers.

2. BACKGROUND

- 2.1 The Wyther Park Community Centre was identified for closure by the City Council in 2004 (Oct 2004 Executive Board) based on low levels of usage and high levels of capital investment required to the facility and the availability of other space in the locality. There were several such alternative venues available such as Wyther Community House and the Lazer Centre as well as several schools such as Hollybush, and local churches such as the Venerable Bede in Armley. Consultation took place with the existing users who were all found alternative accommodation apart from the Twilight Twirlers (TT), a voluntary sector group. Consultation took place with the remaining user, Twilight Twirlers (TT), with the aim of moving them to other community space in the area.
- 2.2 Learning and Leisure declared the building surplus to requirements (Jan 2006) and at the time efforts were made to try and move the remaining user elsewhere.
- 2.3 Consultation took place with the remaining user over a long period of time and this involved Elected Members and Officers from Asset Management, Learning and Leisure and Regeneration. The TT group were offered accommodation at a number of local centres, including Raynville Primary, Hollybush Primary, and the nearby Lazer Centre. These the group refused for a variety of reasons.
- 2.4 Inner West Area Committee therefore agreed at their meeting of 7th December 2006 to go ahead and close the centre without delay. Closure was scheduled for January 26th 2007.

Minute 43 resolution of this committee (c) refers

“It was reported that a recent meeting had taken place between the Twilight Twirler Group, Councillor McKenna - Armley Ward, Steve Crocker, West Area Manager and Hollybush School representatives to discuss plans to assist the Group in relocating to a more viable venue such as Hollybush School, as the ceiling height at this venue was adequate for their purposes. A discussion ensued and it was decided that it was no longer financially viable to keep the Wyther Community Centre open. Councillor McKenna also reported that a charity had recently awarded the Twilight Twirler Group £5,000 towards expenses for taking a group of girls to America as they had been invited to compete in a major twirling competition in Florida. The group needed to raise another £5,000 of match funding for this project and Councillor McKenna gave assurances that Armley Ward Councillors would help them in any way they could. Steve Crocker, West Area Manager informed the meeting that the Twilight Twirler Group had been informed that the Centre would close on 26th January 2007 and that the City Council offer for the group to relocate to Hollybush would remain open to the group. Armley Ward Councillors thanked Steve Crocker and other representatives for their help and support in this matter.”

“RESOLVED - That approval be given for the closure of Wyther Community Centre from 12th January 2007.”

The Twilight Twirlers and their supporters objected to the closure and on 26th January proceeded to illegally occupy the centre, refusing to allow City Council officers into the building. The building was occupied for a period of three weeks from January 26th 2007.

- 2.5 Following the end of the occupation of the building by the group and their supporters meetings to resolve the issue were held in February 2007 between the TT's, the West Leeds Area Manager and the Executive Member for Environment and Neighbourhoods, Cllr Les Carter. In March 2007, a new proposal was drawn up for the group to lease the centre and this was progressed with the understanding that the group would be in a position to manage the facility and pay all running costs estimated at approx £10,000 pa.
- 2.6 The group indicated they had a sponsorship arrangement that would support these costs. An draft lease was drawn up with a private sector sponsor – Stellarbrook Ltd. Following two months of negotiation the private sector sponsor withdrew, the agreement was not signed and the lease arrangements did not materialise. A more straightforward letting was therefore put in place with the group with effect from April 2007 for 12 months and a sum of £1,500 pa was agreed as a contribution from the group towards running costs.
- 2.7 A visit to the centre in June 2007 by City Services staff revealed specific issues with the building, and concerns about alleged inappropriate use by the key holders. Several items of essential repairs and maintenance issues were identified. The total cost was in excess of £20,000. Due to the nature of the issues identified and repairs required the centre was closed and the centre keys were returned by the Twilight Twirlers.
- 2.8 Alternative accommodation was found for the TT at Bramley CC (just under a mile away). These facilities were provided as a formal letting on a temporary basis rent free. The TT used Bramley CC for three weeks only and then due to illness and an accident to one of the key community representatives, the group stopped meeting.

3 MAIN POINTS

- 3.1 The condition of the Wyther Community Centre in June 2007 was poor. City Council staff identified repairs for building works, electrical works and other items e.g. fire extinguishers. These totalled £21,200. These repairs were the minimum required to bring the building back to a usable state and would not necessarily improve the value of the asset. Other funding would have been required to improve the external fabric of the building and the grounds as these are in a poor condition.
- 3.2 Three options were identified and discussed with Officers in the Regeneration Service (the building was on the list to transfer from the former Learning and Leisure portfolio).
- **Option 1:** Do nothing. Save on the building costs but left with an empty building in poor condition and in need of repair. Possible costs incurred with security and vandalism. With this option we would have to assess the response from TT to this option and review accordingly in due course.
 - **Option 2:** Carry out repairs and allow TT access/lease following repairs. Identify budget to complete works and supply replacement furniture and kitchen appliances/utensils. Ensure there are regular monthly health & safety checks made given past alleged incidents/record. This option may not be a sustainable let/lease and further expense may be required in the medium term. Potential income from other external bookings minimal. Budget pressure for service to handle in view of budget pressure in portfolio of centres being transferred.
 - **Option 3:** Dispose of centre as per the original plan, TT offered a long term block booking at Bramley CC or other local community centre, rent payable following the rent free period similar to the agreement at the Wyther Centre. Building disposed of as per original plan. Revenue savings invested in other centres or contribute to efficiency savings required for the portfolio. Capital expenditure savings from not doing maintenance and potential capital receipt for the authority from disposal.

Having discussed these options within the Service and with colleagues in other services, Asset Management agreed on 30 November 2007 to Option 3. Reasons supporting this option were

- The centre was originally earmarked for disposal and had only one group using it
- The centre was in poor state of repair and would require significant capital investment
- There were various spaces in the area which the group can use for their activities
- There were no other active demands for space in this facility that we are aware of
- A similar approach has been adopted with other centres in this position and despite some opposition from any remaining users at the time of closure this is typically short lived and users then settle down with new arrangements
- Securing funding and undertaking the works identified at the centre was likely to take a number of months
- Further backlog maintenance works were likely to be required at the centre beyond those identified e.g. roof repairs
- Officers have expressed concerns that the centre was not run appropriately and not maintained in a reasonable manner by the key holding organisation – there was no indication that this situation would improve if the group moved back into the centre
- There was a risk that if the group moved back in to the centre then breached the terms of the letting agreement they would need to be moved out
- Whilst the group appear to be sustainable in the short term there was no indication of their long term sustainability and it is unlikely that they would have the resources or capacity to manage the centre themselves in the medium term

3.4 Given the history with this centre the actual demolition was handled sensitively. Following discussions with local residents and the TT group the building was eventually demolished on 12 May 2008. The TT group have recently started up again as a group and are once more looking for suitable premises and are in discussion with Head of Hollybush School in Bramley.

4. FINANCE AND LEGAL IMPLICATIONS

4.1 Option 3, the demolition of the building, led to an annual revenue saving, avoided the use of resources to undertake backlog maintenance and allowed the site to be disposed of.

4.2 The revenue saving to the Council of demolishing the centre amounts to £21,329 per annum based on the full final year actual figures of 2006/7. The capital saving of non incurred capital costs was a one off total of £21,200 as identified above.

5. IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE


5.1 The approach taken by the City Council supported the policy for community centre provision agreed at Executive Board and referred to in the Departmental Asset Management Plan.

6. SUMMARY

6.1 The City Council expended a significant amount of officer time to find a solution to the problem of the Community User Group in the centre. In the event the conditions of the centre meant that demolition became the preferred option. Given the sensitive community nature of the proposal to close and demolish the centre, the delay whilst other alternatives were examined and exhausted can be seen as appropriate and proportionate.

7.0 RECOMMENDATIONS

7.1 Scrutiny Board are asked to note and comment on the report on the closure and demolition of Wyther Community Centre.

Signature of Departmental Director	
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Originator: S Winfield

Tel:2474792

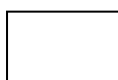
Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 24TH July 2008

Subject: Current Work Programme

Electoral Wards Affected: All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 Appendix 1 to this report provides Members with a copy of the Board's current Work Programme.
- 1.2 Appendix 2 is the current Forward Plan of Key Decisions for the period 1st July to 31st October 2008.

2.0 Recommendations

- 2.1 The Board is requested to:
- (i) Determine from these documents whether there are any additional items the Board would wish to add to its Work Programme.
 - (ii) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.

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SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) - LAST REVISED JUNE 2008

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Suggested Areas for Scrutiny Currently Unscheduled			

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Meeting date: 24th July 2008			
Executive Board Member discussion	To discuss any challenges and issues facing the department with the Executive Board Member responsible for Environmental Services		B
Inquiry into Lettings	Following an interim report from the previous Board on Choice Based Lettings, the current Board have requested a continuation of this inquiry.	This will include the monitoring of the previous recommendations.	RP / MSR
Wyther Community Centre	Following a request from the Inner West Area Committee, the Board has agreed to receive a detailed report on the issue in order to determine whether further scrutiny is required.	Report only	RFS
Meeting date: 8th September 2008			
Performance Report			
Supporting People Inspection: implementation	Following an inspection, the department is implementing the resulting action plan. Members have requested a briefing note on this.	Report only	B
Inquiry into asylum seeker/refugee settlement	Members wish to investigate the impact of the Government's approach to resolving long term cases on local service delivery and community cohesion.	To agree the terms of reference	RP

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) - LAST REVISED JUNE 2008

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Inquiry into Climate Change and the Council's CO2 emissions	To receive formal responses from the department to the Board's recommendations agreed in May 2008.		
Meeting date: 13th October 2008			
Inquiry into Lettings	Follow up information as required		RP
Miscellaneous properties	Members have requested information on the numbers and occupation levels of miscellaneous properties belonging to the Council, not within the ALMO portfolios	Report only	B
Meeting date: 10th November 2008			
Performance Report			PM
Anti-social Behaviour Inquiry	Members will review previous recommendations and agree terms of reference.	Inquiry	RP
Meeting date: 8th December 2008			
Anti-social Behaviour Inquiry	Session 1 of the inquiry		RP
Meeting date: 12th January 2009			
Review of HMO landlord licensing	Following the establishment of a licensing scheme for private landlords, the Board has requested information on its impact.	Report only	B
ALMO inspection review	To discuss the outcome of the ALMO inspections		
Meeting date: 9th February 2009			
Performance Report			PM

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) - LAST REVISED JUNE 2008

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Inquiry into Lettings	To agree final report		RP
Anti-social Behaviour Inquiry	Session 2 of the inquiry		RP
Meeting date: 16TH March 2009			
Meeting date: 20TH April 2009			
Annual Report			
Anti-social Behaviour Inquiry	To agree final report		RP

- Key:
- CCFA / RFS – Councillor call for action / request for scrutiny
 - RP – Review of existing policy
 - DP – Development of new policy
 - MSR – Monitoring scrutiny recommendations
 - PM – Performance management
 - B – Briefings (Including potential areas for scrutiny)
 - SC – Statutory consultation
 - CI – Call in

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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS – Extract relating to Scrutiny Board (Environment & Neighbourhoods)

For the period 1 July 2008 to 31 October 2008

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
Request to waiver contract procedure rule 12 and enter into a Supporting People contract with Leeds Partnership Foundation Trust for the Specialised Supported Living Service 1 (multiple disability) and Specialised Supported Living Service 2 (complex Authorisation to waiver contract procedure rule 12 and enter into a Supporting People contract with Leeds Partnership Foundation Trust for the Specialised Supported Living Service 1 (multiple disability) and Specialised Supported Living Service 2 (complex behaviour).	Director of Environment and Neighbourhoods	31/7/08	N/A	Report to be presented to the Delegated Decision Panel	Director of Environment and Neighbourhoods

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
<p>Review of the Council's lettings policy Approval of the revised Lettings Policy. The lettings policy is reviewed as part of a continuous process of improvement, as a result of consultation with stakeholders including Arms Length Management Organisations, Registered Social Landlords, voluntary sector agencies and customers.</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>8/10/08</p>	<p>Customers waiting to be rehoused, Leeds City Council tenants, Arms Length Management Organisations, Belle Isle Tenant Management Organisation, Registered Social Landlords, Leeds Tenants' Federation, Legal Services, Voluntary agencies</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods</p>

NOTES

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £250,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

Executive Board Portfolios

Executive Member

Central and Corporate	Councillor Richard Brett
Development and Regeneration	Councillor Andrew Carter
Environmental Services	Councillor Steve Smith
Neighbourhoods and Housing	Councillor John Leslie Carter
Leisure	Councillor John Procter
Children's Services	Councillor Stewart Golton
Learning	Councillor Richard Harker
Adult Health and Social Care	Councillor Peter Harrand
Leader of the Labour Group	Councillor Keith Wakefield
Leader of the Morley Borough Independent Group	Councillor Robert Finnigan
Advisory Member	Councillor Judith Blake

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

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