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## SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

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Meeting to be held in Civic Hall, Leeds on  
Monday, 12th September, 2011 at 10.00 am

*(A pre-meeting will take place for ALL Members of the Board at 9.30 a.m.)*

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### MEMBERSHIP

#### Councillors

- B Anderson (Chair) - Adel and Wharfedale;  
R Grahame - Burmantofts and Richmond Hill;  
K Groves - Middleton Park;  
M Hamilton - Headingley;  
P Harrand - Alwoodley;  
G Hyde - Killingbeck and Seacroft;  
J Jarosz - Pudsey;  
J Marjoram - Calverley and Farsley;  
E Taylor - Chapel Allerton;  
C Townsley - Horsforth;  
N Walshaw - Headingley;

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

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**Principal Scrutiny Adviser:**  
**Angela Brogden**  
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# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Chief Democratic Services Officer at least 24 hours before the meeting).</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED –</b> 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:-  <b>No exempt items on this agenda.</b></p>	

3

### **LATE ITEMS**

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

### **DECLARATIONS OF INTEREST**

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.

5

### **APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES**

To receive any apologies for absence and notification of substitutes.

6

### **MINUTES - 7 JULY AND 18 JULY 2011**

To confirm as a correct record, the minutes of the meetings held on 7 July and 18 July 2011.

(N.B. Please note that the minutes of the meeting held on 7 July 2011 are to follow)

1 - 6

7

### **PRESENTATION ON THE LEEDS BURGLARY REDUCTION STRATEGY**

To receive a presentation from the Chief Officer Community Safety on the Leeds Burglary Reduction Strategy.

7 - 18

8

**FINANCIAL HEALTH MONITORING 2011/12 - ENVIRONMENT AND NEIGHBOURHOODS DIRECTORATE**

To consider the financial position of the Environment and Neighbourhoods Directorate after four months of the financial year 2011/12

(Report to follow)

9

**RECOMMENDATION TRACKING**

19 -  
32

To consider the report of the Head of Scrutiny and Member Development presenting progress made in responding to the recommendations arising from the previous Scrutiny review of Gypsies and Travellers Site Provision within Leeds.

10

**FORTHCOMING SCRUTINY INQUIRIES - DRAFT TERMS OF REFERENCE**

To consider the report of the Head of Scrutiny and Member Development presenting draft terms of reference for the Board's forthcoming inquiries into Private Rented Sector Housing and Fuel Poverty.

(Report to follow)

11

**WORK SCHEDULE**

33 -  
66

To consider the Board's work schedule for the forthcoming Municipal Year.

12

**DATE AND TIME OF NEXT MEETING**

Monday, 10<sup>th</sup> October 2011 at 10.00 a.m. (Pre-meeting for all Members at 9.30 a.m.)

# Agenda Item 6

## SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

**MONDAY, 18TH JULY, 2011**

**PRESENT:** Councillor B Anderson in the Chair

Councillors R Grahame, K Groves,  
M Hamilton, P Harrand, G Hyde, J Jarosz,  
E Taylor, C Townsley and N Walshaw

### **17 Chair's Opening Remarks**

The Chair welcomed all in attendance to the July meeting of the Scrutiny Board (Safer and Stronger Communities).

### **18 Declarations of Interest**

Councillors R Grahame and G Hyde declared a personal interest in agenda item 7, Sources of Work and Areas of Priority, and agenda item 8, Financial Outturn 2010/11, in their capacity as Directors of East North East Homes. (Minute Nos. 22 & 23 refer)

Councillor E Taylor declared a personal interest in agenda item 8, Financial Outturn 2010/11, in her capacity as Support Executive Member (Environmental Services). (Minute No. 23 refers)

Councillor R Grahame declared a personal interest in agenda item 9, Work Programme, due to his residence being in close proximity to land at Grimes Dyke, East Leeds. (Minute No. 24 refers)

(Further declarations of interest were made at later points in the meeting.)  
(Minute No. 22 refers)

### **19 Apologies for Absence and Notification of Substitutes**

An apology for absence was submitted on behalf of Councillor Marjoram.

### **20 Minutes - 20 June 2011**

**RESOLVED** – That the minutes of the meeting held on 20 June 2011 be confirmed as a correct record.

### **21 Matters Arising from the Minutes**

#### Minute No. 5 – Changes to the Council's Constitution

The Principal Scrutiny Advisor agreed to provide the Scrutiny Board with information on the outcomes and financial implications of call-in decisions in 2010/11.

Draft minutes to be approved at the meeting  
to be held on Monday, 12th September, 2011

## 22 Sources of Work and Areas of Priority

The Head of Scrutiny and Member Development submitted a report which provided guidance on possible areas within the Environmental Services portfolio for the Scrutiny Board to consider in line with its terms of reference.

Appended to the report was a letter from Councillor Dobson, Executive Member (Environmental Services) outlining potential areas for scrutiny.

The Chair welcomed to the meeting, the following officers to present the report and respond to Members' questions and comments:

- Neil Evans, Director of Environment and Neighbourhoods
- Helen Freeman, Head of Environmental Action.

Neil Evans, Director of Environment and Neighbourhoods, updated the Scrutiny Board on the following key areas:

- Improvements in public engagement and targeted communications, particularly in relation to recycling.
- Refuse services and lessons to be learnt.
- Residual waste project – outcome of preferred bidder expected in November 2011.
- Suggestion that the Scrutiny Board reviewed levels of regulation undertaken by Environmental Health in relation to health and safety at work, including food safety, with a view to exploring opportunities for delivering a better value for money service.

The Chair then invited Members' questions and comments and in brief summary, the key areas of discussion were:

- Confirmation that pavement washers were no longer used by LCC as they were not considered effective in removing pavement staining. Focus was on priority areas, particularly, removing loose litter and trade waste.
- Exploring waste treatment technologies, with reference made to the gas plasma technology currently used in Belgium.
- Development of the bio-methane fuel station in Cross Green and potential for the sustainable treatment of food waste through anaerobic digestion.
- Good practice in Barking and Dagenham in relation to encouraging public responsibility for disposal of waste.
- That the report submitted to Scrutiny in September 2010 detailing the outcome of the new recycling services pilot in Rothwell be circulated to Board Members, along with the relevant extract of the 'Value for Money Profiles 2010' report in relation to Environmental Services.
- Exploring opportunities to operate different combinations of recycling services across Leeds.

- The impact of withdrawal of discretionary grants, particularly Neighbourhood Renewal Funding.
- Further work to be undertaken around education and raising awareness in localities through the work of Area Committees and associated Environmental Sub Groups.
- Update on Dog Control Orders – phase 2 consultation due to commence in August 2011.

Potential areas for scrutiny were summarised as follows:

- Food waste collections linked to the Scrutiny Board's previous inquiry into recycling.
- Delegation of specified environmental services to Area Committees and review of locality working arrangements – it was suggested that this piece of work be undertaken in the New Year.
- Managing and minimising complaints within the refuse collection service – Councillor R Grahame to continue his role as co-optee on the Resources and Council Services Scrutiny Board to review the Contact Centre and Customer Access Programme.
- Ensuring effective communication / engagement strategy in relation to the residual waste PFI project – to be reviewed once preferred bidder was known.
- Grounds maintenance – to maintain a watching brief on the procurement of a new contract, particularly in ensuring that the implementation plan was effective.
- Regulatory services undertaken by Environmental Health.
- Dog control orders – working group to be established focussing on proposed options arising from the consultation.

#### **RESOLVED –**

(a) That the report and contributions made during the discussion be taken into account when the Board is finalising its work programme and deciding its priorities.

(b) That the Chair, in conjunction with officers, be authorised to draw up inquiry terms of reference for subsequent approval by the Scrutiny Board.

(Councillor Harrand left the meeting at 10.30 am during the consideration of this item.)

(Councillors R Grahame, Groves and Jarosz declared a personal interest in this item in their capacity as Members of the GMB union.)

### **23 Financial Outturn 2010/11**

The Head of Scrutiny and Member Development submitted a report which presented the 2010/11 outturn position for the Environment and Neighbourhoods Directorate and provided an explanation of budget variations.

The following information was appended to the report:

- Summary report of the Environment and Neighbourhoods Services – Outturn 2010/11
- Summary report of the Housing Revenue Account – 2010/11 Outturn

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

- Neil Evans, Director of Environment and Neighbourhoods
- Richard Ellis, Head of Finance, Environment and Neighbourhoods.

In brief summary, the key areas of discussion were:

- Concern about the frequency of budgetary updates to Scrutiny and the need to ensure that, in future, these were aligned to Executive Board updates.
- Concern about areas across the city in need of weed spraying – it was advised that this was the responsibility of Parks and Countryside.
- The impact of delays in implementation of bus lane enforcement and refurbishment of Woodhouse Lane car park.
- Reported overspend in relation to jobs and skills due to the slippage of the restructuring proposals.

**RESOLVED** – That the report and information appended to the report be noted.

## **24 Work Schedule**

The Head of Scrutiny and Member Development submitted a report which invited Members to consider the Scrutiny Board's work schedule for the forthcoming municipal year.

The following information was appended to the report for Members' information:

- Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/12
- Minutes of Executive Board held on 22 June 2011
- Extract of Forward Plan of Key Decisions relevant to the Scrutiny Board (Safer and Stronger Communities) for the period 1 July 2011 to 31 October 2011

The Chair reported that Simon Whitehead was due to attend the September Scrutiny Board meeting to provide a presentation on the Burglary Reduction Strategy. All Members of the Council were invited to attend this presentation.

An update on the elected Police and Crime Commissioner for West Yorkshire was due to be provided to the Scrutiny Board around December.

Draft minutes to be approved at the meeting  
to be held on Monday, 12th September, 2011



A number of working group meetings were planned to take place in August. The Principal Scrutiny Adviser agreed to provide an update of those Members that had responded to the invitations to date. Invitations to attend the working group in relation to dog control orders would be sent following the Board meeting.

**RESOLVED –**

- (a) That the report and information appended to the report be noted
- (b) That the Principal Scrutiny Adviser produces an updated work schedule to be confirmed at the next Scrutiny Board meeting.

**25 Date and Time of Next Meeting**

Monday, 12 September 2011 at 10.00 am (Pre-meeting for all Members at 9.30 a.m.)

(The meeting concluded at 11.35 am.)

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**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Safer and Stronger Communities)**

**Date: 12<sup>th</sup> September 2011**

**Subject: Presentation on the Leeds Burglary Reduction Strategy**

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

**Summary of main issues**

1. Reducing crime levels and their impact across Leeds is one of the key priorities set out with the current City Priority Plan. The Scrutiny Board's terms of reference also identifies reducing burglary as a key area of review for the Board to undertake this year.
2. In view of this, the Chair has requested a presentation on the Leeds Burglary Reduction Strategy (2011 – 2015) developed by the Safer Leeds Executive. This Strategy was agreed by the Executive Board in June 2011 and sets out the ambition of the Safer Leeds Partnership to reduce recorded burglary. A copy of the report provided to the Executive Board in June is attached as background information.
3. The Chief Officer Community Safety will be leading a presentation on the Strategy and providing an overview of the current burglary position for Leeds, highlighting the complex issues that the city is trying to tackle in relation to the scale of the problem.

**Recommendations**

4. Members are asked to note the presentation and determine what further Scrutiny involvement, if any, is required at this stage.

**Background documents**

5. Report of the Director of Environments and Neighbourhoods to Executive Board on 22<sup>nd</sup> June 2011 on Reducing Reported Burglary in Leeds.

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**Report of the: Director of Environments and Neighbourhoods**

**Executive Board**

**Date: 22 June 2011**

**Subject: Reducing Reported Burglary in Leeds**

<p><b>Electoral Wards Affected:</b></p> <p>All Wards</p> <p><input checked="" type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
<p>Eligible for Call In <input checked="" type="checkbox"/></p>	<p>Not Eligible for Call In (Details contained in the re <input type="checkbox"/>)</p>

**EXECUTIVE SUMMARY**

Leeds has had a longstanding burglary problem and to provide context, levels of recorded domestic burglary have reduced by almost 50% since its peak in 2002/03. This report provides the Executive Board with a summary of the current burglary position for Leeds, which despite the reductions, has the third highest burglary rate of any Crime and Disorder Reduction Partnership (CDRP) in England & Wales. This report highlights the complex issues that the city is trying to tackle in relation to the scale of the problem (particularly in specific areas of the city), the changing demographics of our communities, and offender behaviour and type.

In 2009/10, as a result of a joint Audit Commission / HMIC inspection, Leeds was awarded a “red flag”, which is the equivalent of unsatisfactory, in respect of levels of recorded domestic burglary and whilst recognising improvements had been made, the re-inspection report in 2010/11 still included a number of concerns and recommendations. In response, the Safer Leeds Executive has developed the Leeds Burglary Reduction Strategy, which sets out the vision for the city in relation to reducing recorded burglary over the next four years. The strategy provides the partnership with a framework through which all actions to tackle burglary will be delivered in order to achieve the vision. This report provides the Executive Board with details of the vision and an outline of the key strands of the strategy.

## **1.0 Purpose Of This Report**

- 1.1 To provide an overview of the burglary problem in Leeds and outline the key drivers in relation to this offence.
- 1.2 To agree the Leeds Burglary Reduction Strategy.
- 1.3 To approve the allocation of £1.326m of resources made available through the Community Safety Fund to support the delivery of the Leeds Burglary Reduction Programme, which seeks to implement a more targeted and co-ordinated approach to tackling burglary across the city.
- 1.4 To request the Executive Board amend the annual funding allocations currently assigned to the Community Safety Fund for 2011/12 and 2012/13, to make this more evenly split across the two financial years and aligned to the Burglary Reduction Programme outlined in section 5 of this report.

## **2.0 Background and Context**

- 2.1 Leeds has made good progress over the last three years towards 'creating safer environments by tackling crime' and the direction of travel shows improvement across a broad spectrum of crime related performance indicators. Overall, total recorded crime has reduced by 13.6% (11,699 fewer offences).
- 2.2 Leeds recorded its highest ever burglary figure of 16,937 in 2002/3. Significant reductions were subsequently achieved to the low of 7,670 burglaries in 2005/6. This period of reduction then reversed over the following four years until 2010/11 when Leeds again saw an approximate 7% reduction on the previous year, recording 8,869 crimes. Sustaining progress in reducing burglary has proved to be problematic.
- 2.3 Home Office recording rules dictate that burglary dwelling includes "full" offences, where an offender has successfully gained entry to a dwelling, and "attempts" where the offender has been unable to gain entry. In 2007/08, 15.6% of all burglary dwellings were attempts; this increased to 21.3% in 2010/11 (around 1 in 5 burglaries) suggesting crime prevention/reduction and awareness projects have proved effective.
- 2.4 Leeds has channelled significant resources to tackle domestic burglary across the city, particularly in identified strategic localities of concern. The figures of % reduction mask wide variations in performance between different parts of the city. The following wards have seen reductions in 2010/11 when compared with the previous year; Hyde Park & Woodhouse (38%), Headingley (28%), Gipton & Harehills (32%) and Beeston & Holbeck (45%). Key wards where offences have increased in 2010/11 include Armley (20%), Burmantofts & Richmond Hill (25%) and Chapel Allerton (28%).
- 2.5 The city is not alone in having longstanding issues with domestic burglary. All core cities have identified burglary as a problem, although trends and levels vary, with Leeds at the highest end of the range. The table below shows recorded burglary in Leeds in comparison with the other core cities in the 12 month period from March 2010 to February 2011.

Partnership	Offences/1000 Households	Actual Offences
Manchester	27.004	5538
Leeds	26.576	8902
Nottingham	22.639	2974
Bristol	21.027	3861
Birmingham	19.799	8202
Liverpool	17.998	3495
Sheffield	14.411	3327
Newcastle Upon Tyne	11.205	1337

Of note, both Manchester and Nottingham have seen larger reductions than Leeds whereas Birmingham has seen an increase in the last 12 month period (IQuanta). Notwithstanding this, the gap in burglary rates between Leeds and the rest of the country has widened.

### 3.0 Main Issues

3.1 Leeds shares many common issues in relation to burglary with the other core cities, however, it also has a number of specific issues which compound its vulnerability to this type of crime:

- a) Leeds has high numbers of privately rented Houses in Multiple Occupation (HMO's), which often have poor security measures in place and are therefore more susceptible to persistent burglary.
- b) Leeds has one of the largest student populations in the UK, many living in private rented accommodation and concentrated in particular in the Headingley, Hyde Park & Woodhouse areas.
- c) The city has more affluent areas that are often closely located to deprived areas, affording easy access for potential offenders.
- d) Leeds has a high number of young people entering the criminal justice system with burglary as their first offence or having moved up from involvement in anti-social behaviour. This is not typical of other large cities across the country. There is a need to improve our understanding of this issue and develop a longer term approach to tackle it.

3.2 The majority of burglaries are committed by people motivated by cash gain and unlike in other cities, there is an established social acceptance of burglary in a criminal subculture, where it is seen as a "crime of choice". In Leeds there are high numbers of burglars (both opportunistic and involved in organised crime groups). In 2010, over 1600 individuals were arrested for one or more burglary offences. Over the last four years the number arrested exceeds 4,000 individuals. Given recent public sector spending cuts and a greater government focus on rehabilitation in the community, it is recognised that even the most prolific offenders may not receive significant custodial sentences. Therefore, the challenge facing all those involved in reducing burglary and re-offending is to manage these individuals within communities, whilst minimising any adverse impact on local people.

3.3 The complex needs of individuals and high levels of persistent and prolific offenders create challenges for intervention, enforcement and diversionary work. Further work

needs to take place to develop more inter-agency work and better co-ordinate the city's approach to dealing with prolific offenders, for example greater flexibility to help secure and maintain employment, and support with housing related matters.

3.4 Like many cities, Leeds has also had to deal with significant funding cuts. Between 2010/11 and 2011/12 the Community Safety Unit will have managed budget reductions in excess of £1m. Similarly, the three West Yorkshire Police Divisions have collective savings of £9m to make over the next four year (to March 2014), which equate to 10.5% of the local force budget.

3.5 Other key partners involved in this important area of work such as Probation and Youth Offending Services, have all experienced significant funding reductions as a result of the Comprehensive Spending Review. With such large public sector cuts taking place over the next 3-4 years, we should not underestimate the challenges we face as a city to reduce burglary in such difficult financial times.

#### 4.0 Burglary Reduction Strategy

4.1 The Burglary Reduction Strategy (2011 to 2015) sets out the ambition of the partnership to reduce recorded burglary. Central to this strategy is a desire to improve safety and security so that residents are safe and feel safer in their homes.

4.2 Clear milestones to mark the transition from sustainable to ambitious reductions have been set. The first milestone is to sustain improvements on the 2010/11 out-turn. The second milestone is then to move into a phase of ambition, bringing offence levels below the previous best performance (7,670 in 2005/06).

Year	Milestone / Ambition	Target
2010/11	baseline year	8,869
2011/12	7.5% reduction on 2010/11 baseline Average offences 685 per month	8,200
2012/13	14.5% reduction on 2010/11 baseline Average offences 635 per month	7,600
2013/15	Improve on national ranking	

4.3 West Yorkshire Police set a Leeds burglary reduction target of 8,459 for 2011/12 (4.6% reduction on the 2010/11 out-turn) and in recognition of the additional resources that have since been secured for Leeds Burglary Reduction Programme, the partnership has set a stretched improvement target of 8,200 for 2011/12.

4.4 Once offence levels have stabilised at 7,600 or fewer offences per year, the challenge is then to reduce comparative burglary rates to a level closer to the national average. The ambition for 2013/15 and beyond will be to move to a position outside the top 10% nationally with a rank lower than 40th highest (assuming that the number of partnerships remains around 360). Overtaking the best Core City, ranked 100 places below Leeds, would require a reduction in offences of more than one half (assuming rates of offences in other partnerships remain unchanged). The practicality of achieving this will be assessed in the coming year.



- 4.5 The high level actions outlined in the strategy are intended to control or prevent problems, increase public reassurance and confidence, or improve knowledge and understanding. Taking into account the recommendations from the recent joint Audit Commission and HMIC inspection, the action plan is constructed around six priority strands:
- Offender management and criminal justice
  - Reducing and disrupting the stolen goods market
  - Coordinated and targeted enforcement
  - Crime prevention and standards of security
  - The impact of burglary on vulnerable communities
  - Ensuring value for money in tackling burglary
- 4.6 Each strand has a named strategic district lead at a senior level. To ensure accountability, they will report back to the overall strategic lead (Chief Superintendent, North West Leeds Division) through the monthly partnership burglary tasking meetings. Through the delivery of the strategy, a more co-ordinated approach to tackling burglary will be developed, between key agencies and partners.
- 4.7 The strategy will specifically contribute to reductions in those strategic localities of concern, by providing a more targeted and intelligence led approach to dealing with burglary offenders. It will also support the delivery of the Safer and Stronger Partnerships Vision of establishing ‘Leeds as an attractive place to live, where people are safe and feel safe’.
- 4.8 In order to effectively deal with this issue in the longer term, there is a need for a more inclusive approach to be developed beyond those dealing with burglary on a day to day basis, involving all those who live and work in the city. It is important then that this issue is embedded in all the city’s major strategies and plans.

## **5.0 Community Safety Fund – Leeds Burglary Reduction Programme**

- 5.1 A total of £1.326m funding has been allocated by the Executive Board from 1 June to 2011 to 31 March 2013 to deliver a programme of targeted activity that will significantly reduce domestic burglary across the city, and in particular in areas where levels of domestic burglary have increased such as Armley (20%), Burmantofts & Richmond Hill (25%) and Chapel Allerton (28%). This reflects the Safer Leeds Partnership’s vision to reduce burglary in Leeds to the lowest level it has experienced over the last decade and make people feel safer in their homes.
- 5.2 A commissioning specification was made available to potential deliverers on 21 April 2011 with a submission date of 16 May 2011. A total of 12 applications amounting to £3.175m were appraised by officers from the Environments and Neighbourhoods Commissioning and Finance teams against the stipulated criteria, which include fit with Leeds Burglary Strategy priorities and value for money.
- 5.3 After technical appraisal of the bids a shortlist of potential projects was drawn up. At this stage the bids totalled £1.7m, which is £374k more than funding available. At their meeting on the 25<sup>th</sup> May, the Safer Leeds Executive endorsed funding allocations against the various strands of the Burglary Reduction Strategy (value for money has been assessed against all applications), these are detailed in the table below.

<b>Key theme</b>	<b>Year 1 £,000</b>	<b>Year 2 £,000</b>	<b>Total Allocation</b>	<b>Preferred Providers</b>
Offender Management	£110k	£115k	£225k	Youth Offending Service, WY Probation Service
Burglary Task Force - Criminal Justice	£357k	£325k	£682k	Safer Leeds
Reducing and Disrupting the Stolen Goods Market	£ 37k	£34k	£71k	Safer Leeds
Coordinated and Targeted Work in Localities	£121k	£73.5k	£194.5k	Leeds University, Safer Leeds
Crime Prevention and Impact of Burglary on Vulnerable Communities	£65k	£78.5K	£143.5k	CASAC / Care & Repair, plus partners
Research	£10k		£10k	TBA
<b>Grand Total</b>	<b>£ 700k</b>	<b>£626k</b>	<b>£1.326k</b>	

## **5.4 Programme Activity**

5.4.1 The delivery of the burglary reduction programme will bring together key organisations with a proven track record of reducing burglary and dealing with burglary offenders. Outlined below is a brief summary of the activity that will be delivered under each of the key themes:

### **5.4.2 Offender Management**

Expanding the work of the Youth Offending Service (YOS) programme team to deliver tailored activity to the perpetrators of burglary, specifically the 'ThinkSmart' cognitive behaviour programme, which is an intensive programme of activity aimed at reducing the overall number of burglaries committed by young people aged between 10 – 17 years old. The project aims to support a minimum of 50 young offenders to successfully complete the programme over the lifetime of the project (to March 2013).

At present, only young people on Referral Orders, Reparative Orders and Intensive Supervision and Surveillance (ISS) are expected to undertake work with victims in the community. This strand of work will increase reparation and restorative work with young people who commit burglary offences. It will enable the YOS to increase its work with victims and burglary offenders, and integrate reparative and restorative programmes of work regardless of sentence, so that all young people sentenced for burglary offences receive a minimum of 4 hours reparation as part of their supervision plans. Young people would be assigned to a meaningful placement local to their home, enabling them to make amends constructively. Up to 400 hours of support, potentially assisting 100 young offenders would be supported through this strand of activity.

The Leeds YOS have an excellent track record of working with young offenders, and have been commended by Inspectors and the Youth Justice Board. In a recent Core Case Inspection carried out by the Criminal Justice Joint Inspection team (Jan 2011), it was noted that; *'There had been a reduction in the frequency of offending since the start of the sentence in just under two-thirds of cases, and a reduction in the seriousness of offending in over half of cases. In both instances this was better than the average performance of YOTs inspected to date'*. The Burglary programmes developed and delivered by YOS were presented with an award by the Howard League in July 2010.

The West Yorkshire Probation Service will deliver a desistance project, to reduce the number of younger burglars becoming more entrenched. This will involve targeting and tracking young burglars as they progress from supervision by the Youth Offending Service to the Probation Service during their so called 'Transition to Adulthood'. Young offenders aged between 18-21 will be targeted. By intervening more intensively with this age group, the number of burglary offences committed can be reduced.

The Probation caseload in Leeds is around 5,000 offenders, of this number only 532 cases are aged between 18-21 years. However, this is the peak age for burglary in Leeds, with 37% of offending attributed to this cohort. The project will enable greater targeting of this age group by offering specialist case management for offenders that are not already involved in other Probation programmes e.g. Deter Young Offenders (DYO), Persistent Prolific Offenders (PPO) and Integrated Offender Management (IOM). This project will address an identified weakness highlighted in the recent Audit Commission / HMIC burglary report, and add value to mainstream Intensive Offender Management programmes.

#### **5.4.3 Burglary Task Force - Criminal Justice**

Delivered through the Safer Leeds Partnership, the Burglary Task Force will work across Leeds to deliver practical measures to reduce domestic burglary. The team will involve staff from each of the three Basic Command Units and Safer Leeds, and incorporate a pro-active and re-active, intelligence led approach to dealing with localities of concern and emerging neighbourhoods at risk of burglary. The team will be tasked to respond rapidly to control, prevention and reassurance work and thereby reduce opportunities for re-offending. Key areas of work include:

- Identification of offenders causing harm
- Production of intelligence products to support the delivery of work in localities of concern
- Disruption and arrest of offenders
- Work with the Crown Prosecution Service to ensure appropriate outcomes for victims and communities
- Dealing with organised crime groups and higher level crime activities
- Disrupt and arrest activity

The project will specifically support the delivery of the vision of the Leeds Burglary Reduction Strategy 'to reduce recorded burglary, in the short to medium term, to the lowest recorded level in the last ten years and to continue to reduce those levels into the long term.'

The project is built upon previous successful crime initiatives that have been undertaken jointly by the Police and Partners such as the Street Crime Initiative which resulted in the lowest levels of robberies in 2005/06. It was commended by the Police

Standards Unit as evidence of good practice. The project will enable focused intensive tactical responses to be delivered through dedicated teams, increasing efficiency and decreasing replication of work, especially with SPOC's (Single Point of Contact) and dedicated intelligence support.

#### **5.4.4 Reducing and Disrupting the Stolen Goods Market**

This strand of the programme will focus specifically on targeting the stolen goods market through a combination of enforcement, i.e. warrants and arrests, prevention i.e. supported visits to potential handlers of stolen goods and the deployment of trackable assets that lead to detection and convictions. Delivered through the Safer Leeds Burglary Task Force, the project will aim to increase arrests for handling and stolen goods by 50% over the lifetime of the programme.

#### **5.4.5 Coordinated and Targeted Work in Localities**

The city's large student population are one of the most vulnerable victim groups for burglary. The Leeds University Union will expand their existing 'Knowledge Student Safety' project which aims to reduce the number of burglaries within insecure properties through innovative communication methods, increase the number of students involved in burglary prevention work, and work with private landlords to improve the security of rental properties. During previous delivery of this project, the level of insecure burglaries on student property fell by approx. 20% over a 9 month period. The project will work closely with other partners involved in the burglary reduction programme such as West Yorkshire Police and Safer Leeds.

Working with local delivery partners and residents, the Area based Community Safety Co-ordinators will develop burglary action plans in key burglary 'hot spots', such as Armley, Bramley, Burmantofts and Richmond Hill, Kirkstall, Hyde Park and Woodhouse, Chapel Allerton and Killingbeck and Seacroft, which aim to sustain reductions in burglary offences. Using intelligence from burglary statistics for 2010/11, the project will deliver practical actions at the very local level to address domestic burglary, embed good practice, develop closer working amongst key delivery partners and link across to other areas of work such as young people not attending school and not in education, employment or training (NEET).

This project will build on work in localities to sustain reductions in burglary. There is a track record in each area of partners working together to tackle community safety priorities and this project will provide a sharp focus for sustained interventions in particular localities with stubbornly high levels of burglary.

#### **5.4.6 Crime Prevention and Impact of Burglary on Vulnerable Communities**

Managed through the Burglary Task Force, this strand of the programme will work with trusted local delivery partners such as CASAC and Care & Repair, to deliver a targeted programme of crime prevention activity across key areas of the city. This will involve target hardening work in specific problem areas and/or vulnerable communities, and other crime prevention work such as home safety checks. Work will also take place to upgrade locks and install burglary alarms in ALMO managed properties (funded via ALMO funds), and with private sector landlords (initially licensed Houses of Multiple Occupation) to improve and increase security measures in the rental sector and develop more sustainable ways of delivering crime prevention activity in the longer term.

#### **5.4.7 Research**

Resource has been set aside to undertake detailed research to develop a better understanding of Leeds' specific issues in relation to long standing burglary issues,

and identify ways in which these might be addressed in the longer term. A number of options are currently being investigated to take this work forward, including work with the Universities through a two year graduate placement. The Safer Leeds Executive will be responsible for commissioning this work, following the development of a detailed research brief and further investigation into the best delivery method.

## **5.5 Next Steps**

- 5.5.1 As it will not be possible to provide all the preferred providers with the full resource allocation they have requested, further work needs to take place with each of the providers to determine the most effective combination of activities and interventions, that will support the delivery of outcomes to achieve the Burglary Strategy Vision and provider value for money.
- 5.5.2 In total, the projects identified will provide an estimated £750k of match-funding in to the city, therefore adding value to the programme (final match funding amounts will be subject to funding allocations being agreed). It is envisaged that the delivery of the programme will commence early July 2011.
- 5.5.3 A dedicated Programme Board is to be established to oversee the delivery and performance monitoring of this initiative, which will be chaired by a WYP Chief Superintendent. The Programme Board will be accountable to the Safer Leeds Executive.

## **6.0 Implications For Council Policy And Governance**

- 6.1 The 1998 Crime & Disorder Act provides a statutory obligation on Leeds City Council to tackle crime & disorder in partnership with certain other agencies.
- 6.2 Reducing recorded burglary will contribute to people feeling safer in their homes, which the people of Leeds have identified as their top priority.
- 6.3 Reducing burglary is identified as one of the city's main priorities. The newly established Safer and Stronger Board will oversee the strategic delivery of the Safer and Stronger City Priority Plan, which will feature high level targets and milestones to be delivered over the next four years in relation to burglary reduction.
- 6.4 The Safer Leeds Plan is owned by the Safer Leeds Executive and provides a framework for the delivery of the City's three Community Safety priorities: Reducing Burglary; dealing with Anti-Social Behaviour; and Improving Safeguarding and Reducing Vulnerability.
- 6.5 Leeds provides in excess of 60,000 places for students in full time education, at its universities and colleges. The students contribute to the local economy and cosmopolitan make up of Leeds, yet they are consistently the most burgled victim group.
- 6.6 Leeds needs to continue to be attractive to existing and new investors in its economy, but the adverse publicity surrounding high burglary rates may impact upon the potential to do this and also the willingness of those with the necessary skills to invest them in Leeds.

## **7.0 Legal And Resource Implications**

- 7.1 The Home Office have allocated the Community Safety Fund over the next three years (to 2013/14). The funding allocation for the current financial year (2011/12) is £846,779 (net of £100k allocated to the VCFS hardship fund). However, this drops by almost 50% to £478,978 in 2012/13, and by a further 13.5% in 2013/14 to £415,403.
- 7.2 The Executive Board is asked to agree that the funding allocations for 2011/12 and 2012/13, be re-profiled to provide a more even split across the two years, and aligned to the allocations for the burglary reduction programme for which allocations have been outlined in section 5 of this report. Funding allocations for 2013/14 are at present subject to the Police Reform and Social Responsibility Bill, which is currently making its way through Parliament.
- 7.3 This will enable a more considered approach to be developed across the two years of the programme, rather than the partnership having to frontload activity in to the current financial year.

## **8.0 Recommendations**

- 8.1 The Executive Board is asked to:
- 8.1.1 Agree the Leeds Burglary Reduction Strategy.
  - 8.1.2 Approve the allocation of £1.326m of resources made available through the Community Safety Fund, to support the delivery of the Leeds Burglary Reduction programme.
  - 8.1.3 Agree to amend the annual funding allocations currently assigned to the Community Safety Fund for 2011/12 and 2012/13, to make this more evenly split across the two financial years and aligned to the Burglary Reduction Programme outlined in section 5 of this report.
  - 8.1.4 Receive a further report on progress to reduce domestic burglary in a years time (June 2012).

## **9.0 Background documents**

- 9.1 Leeds Partnership Burglary Reduction Strategy 2011 – 2015 – this is protectively marked as a confidential document under the Government Protective Marking Scheme and is not available to members of the public. The key themes of the strategy are found in section 3.12 of the main report.
- 9.2 Safer Leeds Plan 2011 (subject to approval)
- 9.3 Audit Commission / HMIC Burglary Inspection report 2009/10, 2010/11
- 9.4 Leeds Burglary Reduction Programme Commissioning Document

**Report of the Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Safer and Stronger Communities)**

**Date: 12<sup>th</sup> September 2011**

**Subject: Recommendation Tracking**

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

**Summary of main issues**

1. This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of Gypsies and Travellers Site Provision within Leeds.
2. This follows the report of the Director of Environment and Neighbourhoods to the Executive Board in July 2011 which also summarised the progress made in responding to the 12 recommendations arising from the Scrutiny review.
3. The Scrutiny recommendation tracking system allows the Scrutiny Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

**Recommendations**

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

## **1 Purpose of this report**

- 1.1 This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of Gypsies and Travellers Site Provision within Leeds.

## **2 Background information**

- 2.1 Following its review of Gypsies and Travellers Site Provision within Leeds, the former Environment and Neighbourhoods Scrutiny Board published its final report and recommendations in January 2011.
- 2.2 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.
- 2.3 This report follows the report of the Director of Environment and Neighbourhoods to the Executive Board in July 2011 which also summarised the progress made in responding to the 12 recommendations arising from the Scrutiny review.

## **3 Main issues**

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

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at Appendix 2.

### **4.2 Equality and Diversity / Cohesion and Integration**

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

### **4.3 Council Policies and City Priorities**

- 4.3.1 This section is not relevant to this report.



#### **4.4 Resources and Value for Money**

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

#### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 This report does not contain any exempt or confidential information.

#### **4.6 Risk Management**

- 4.6.1 This section is not relevant to this report.

### **5 Conclusions**

- 5.1 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations. Progress in responding to those recommendations arising from the Scrutiny review of Gypsies and Travellers Site Provision within Leeds is detailed within the table at Appendix 2 for Members' consideration.

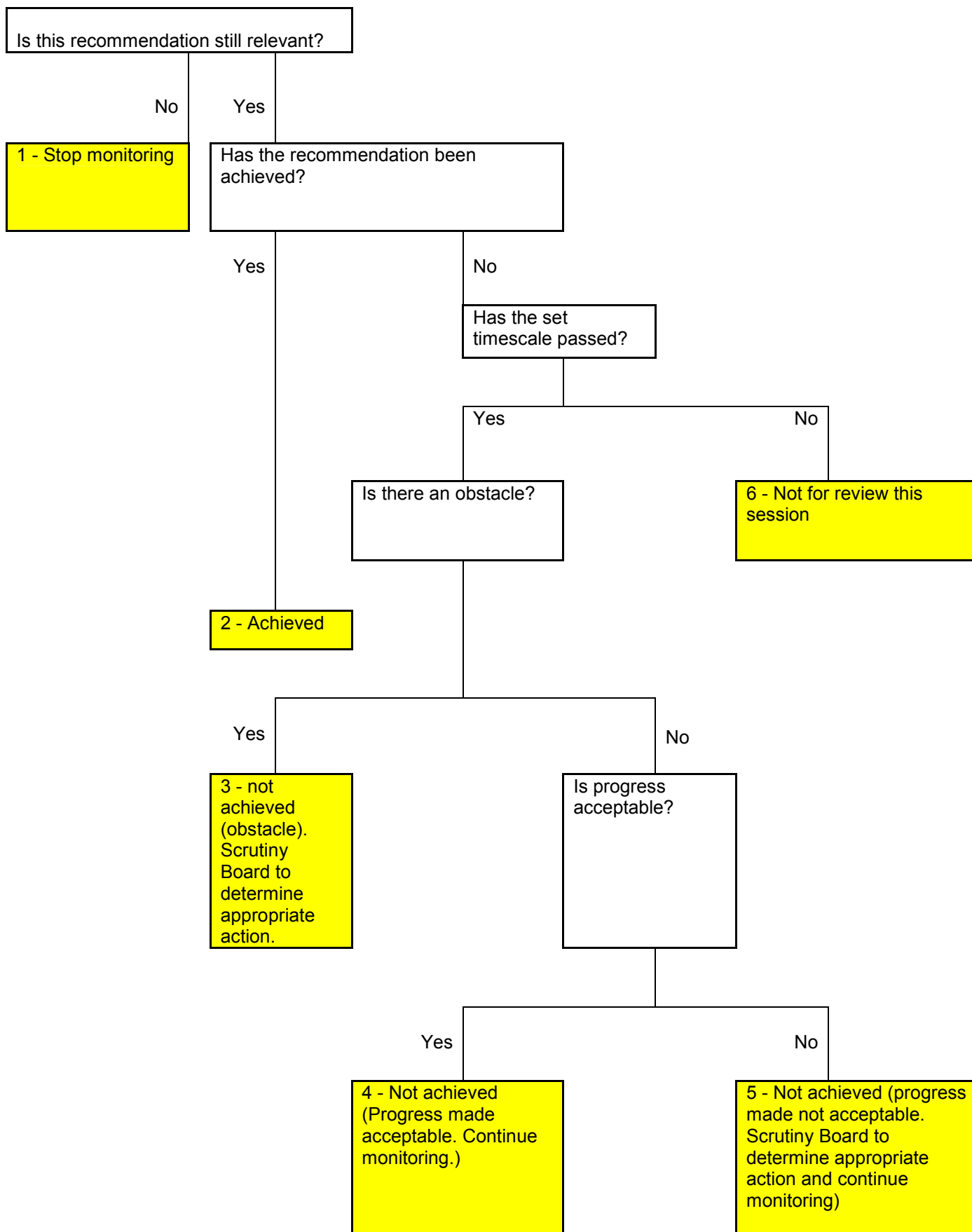
### **6 Recommendations**

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

### **7 Background documents**

- 7.1 Review of Gypsies and Travellers Site Provision within Leeds – Scrutiny Inquiry Report. January 2011.
- 7.2 Report of the Director of Environment and Neighbourhoods to Executive Board on 27<sup>th</sup> July 2011. Gypsies and Travellers – Progress on Scrutiny Board Inquiry Recommendations.

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



## Review of Gypsies and Travellers Site Provision within Leeds

Categories

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

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p><b>Recommendation 1</b></p> <p><b>(i) That the Executive Board consider providing negotiated stopping sites for Gypsies and Travellers in Leeds for very short term encampments and commission the Director of Environment and Neighbourhoods to undertake further work with a view to introducing a pilot scheme and reporting back to the Executive Board.</b></p> <p><b>(ii) In any consideration by Executive Board those ward Members who are</b></p>	<p><b>Formal Response (received March 2011)</b></p> <p>The Director of Environment and Neighbourhoods will undertake work to enable Executive Board to deliberate on the recommendations. The West Yorkshire Police state that there are no issues re the provision of a negotiated stopping site that would accommodate the traveling families that are and have been Leeds based for many years. This would ideally be located near to services such as health and education. The Leeds Travellers have made it quite clear that they will not use a site that is an extension of the current provision at Cottingley Springs.</p>		

<p>affected by proposals on this matter are consulted.</p>	<p><b>Current position:</b></p> <p><b>The July Executive Board approved the recommendation for officers to commence the search for new Gypsy and Traveller sites. The search will cover both temporary and permanent site options. Officers recommend that the focus is placed on identifying permanent site options as temporary sites will serve to defer rather than resolve the challenge of unauthorised encampments: the Council will still be faced with the challenge of finding longer term options/taking possession action if the occupants fail to leave once the temporary agreed period of residence has elapsed. Temporary stopping sites are therefore primarily about non-Leeds based Travellers and officers believe that such provision could attract more people to encamp in the city and that the existing legal powers should be used to respond to encampments by non-Leeds based Travellers. ACTION CLOSED</b></p>	<p>1 - Stop monitoring</p>	
<p><b>Recommendation 2</b></p> <p><b>(i) That the Executive Board consider the principle of providing an additional 25 permanent pitches for 25 caravans in the city to accommodate “Leeds families” of Gypsies and Travellers and request the Director of Environment and Neighbourhoods to undertake further work based on national guidance to identify costs, and sources of funding and to develop a criteria for consulting and identifying suitable sites during operation of the pilot in recommendation 1.</b></p>	<p><b>Formal Response (received March 2011)</b></p> <p>The Director of Environment and Neighbourhoods will undertake work to enable Executive Board to deliberate on the recommendations. The West Yorkshire Police refers to the provision of 25 pitches for 25 caravans. Currently each pitch provided by the Council is able to accommodate up to 3/4 additional caravans. This recommendation could result in a stopping site that could accommodate up to 100 caravans unless we are specific about the permitted numbers. The police have grave concerns about our ability to manage such potentially large sites, which have previously seen grave anti-social behaviour and environmental issues and could also pitch different family groups together and add to the various current feuds and infighting amongst this community.</p>		

<p>(ii) In any consideration by Executive Board those ward Members who are affected by proposals on this matter are consulted.</p>	<p><b>Current position:</b>  <b>Officers recommended in the Executive Board report that a focus was placed on addressing the housing needs of the 12 Leeds based Travellers who invariably are occupants of unauthorised encampments. A pitch is defined as being an area on a site where a family has sole use to park their caravans/vehicles and exclusive access to the facilities contained within the pitch. Therefore, officers believe there is a need for 12 pitches. Work has commenced on developing the pitch/site criteria that will be used to inform the identification of sites. It is intended that officers will be able to identify a possible site(s) for consideration at a future meeting of Executive Board.</b>  <b>ACTION ONGOING</b></p>	<p>4 - Not achieved          (Progress made acceptable. Continue monitoring.)</p>	
<p><b>Recommendation 3</b>  <b>That subject to recommendations 1 and 2 the Director of Environment and Neighbourhoods seeks to develop this pilot in the context of a wider strategic approach through the City Region and other appropriate bodies.</b></p>	<p><b>Formal Response (received March 2011)</b>          The Director of Environment and Neighbourhoods supports this recommendation and confirms that early dialogue with neighbouring authorities will commence immediately, with a focus on Calderdale and Kirklees where the Executive Board will note, there is currently no provision for Gypsies and Travellers. The West Yorkshire Police state that joint pitches with Wakefield and Bradford Districts may be an option.</p> <p><b>Current position:</b>  <b>Unauthorised encampments in Leeds primarily comprise of Leeds based Travellers and people who are passing through the city as part of their nomadic lifestyle. For both parties, the development of additional provision in neighbouring authorities is likely to have a limited impact. Nevertheless, officers have committed to working with other authorities to develop a more consistent City Region approach.</b>  <b>ACTION ONGOING</b></p>	<p>4 - Not achieved          (Progress made acceptable. Continue monitoring.)</p>	

<p><b>Recommendation 4</b>  <b>That irrespective of recommendations 1 and 2 the Executive Board commission a review of the Cottingley Springs site to ascertain whether better use of the site could be made that would allow the provision of additional pitches and identify how this could be funded by January 2012.</b></p>	<p><b>Formal Response (received March 2011)</b>  The Director of Environment and Neighbourhoods will undertake work on the feasibility and costs of this proposal in order to enable Executive Board to deliberate on the recommendations.  The police state that there could be clear policing issues with an extension of Cottingley Springs. Smaller sites could be more easily be absorbed into the structure of neighbourhood policing and therefore a more effective service given to both the Travellers and the settled community</p> <p><b>Current position:</b>  <b>Government guidance states that sites should not contain more than 15 pitches. Cottingley Springs, over two sites, comprises 41 pitches. This, along with concerns expressed by the police over site management and the Traveller's views that they would not want Cottingley Springs to be expanded, leads officers to recommend that Cottingley Springs should not be increased in size. As reported to Executive Board on the 27<sup>th</sup> July 2011</b>  <b>ACTION CLOSED</b></p>	<p>1 - Stop monitoring</p>	
<p><b>Recommendation 5</b>  <b>That the Director of Environment and Neighbourhoods with the Chief Officer Legal Licensing and Registration undertake a review of the current licence in use at Cottingley Springs site to update it and incorporate current legislative changes (including the provisions of the Mobile Homes Act 1983 in future tenancy agreements).</b></p>	<p><b>Formal Response (received March 2011)</b>  The Director of Environment and Neighbourhoods and the Chief Officer Legal, Licensing and Registration agree to this recommendation. The review will be shaped by proposed changes to legislation and, as with any change to council licence or tenancy agreements, will need to be conducted in consultation with current residents at Cottingley Springs.</p>		

	<p><b>Current position:</b>  <b>The 2004 Housing Act amended the 1983 Mobile Homes Act so that Gypsy and Traveller sites are now covered by the definition of 'protected site'. This means that residents of Gypsy and Traveller sites have enhanced tenancy rights including security of tenure/protection from eviction. This amendment was implemented at the end of May 2011 and the Council has responded by issuing all Cottingley Springs residents with new tenancy agreements.</b>  <b>ACTION CLOSED</b></p>	2 - Achieved	
<p><b>Recommendation 6</b>  <b>That the Director of Environment and Neighbourhoods develop and adopt a Good Neighbourhood Code with would operate alongside any licence or tenancy agreement which would require all Gypsies and Travellers using sites operated by the Council to sign up to before being allowed to use these facilities.</b></p>	<p><b>Formal Response (received March 2011)</b>  The Director of Environment and Neighbourhoods agrees to this recommendation and suggests that the work to develop a Good Neighbourhood Code is undertaken in the next few months so that the Code is ready for introduction at the point the government implements the relevant sections of the Mobile Homes Act 1983 referred to in recommendation 5. Executive Board is asked to note that in developing the Code, reference will be made to similar Good Neighbourhood Codes in operation in other areas of the country in order to capture best practice.</p> <p><b>Current position:</b>  <b>The 'express terms', those agreed between the occupier and the site owner, have been reviewed as part of the tenancy conversion changes set out in Recommendation 5. These include provisions relating to acceptable behaviour. Officers will be further reviewing the 'express terms' of the tenancy agreement to ensure that they cover all aspects of good behaviour. The review will be completed by December 2011</b>  <b>ACTION ONGOING</b></p>	4 - Not fully achieved (Progress made acceptable. Continue monitoring.)	

<p><b>Recommendation 7</b>  <b>That the Director of Environment and Neighbourhoods continues to develop a strong residents group on the Cottingley Springs site that could be the catalyst to engage more with the local community and that this formal arrangement should be established by June 2011.</b></p>	<p><b>Formal Response (received March 2011)</b>  The Director of Environment and Neighbourhoods agrees to this recommendation and asks Executive Board to note that work to develop a stronger residents group has started and that in recent years there has been a better engagement between the local community and residents at Cottingley Springs than was historically the case. It is acknowledged that this has been largely informal and therefore formal arrangements will be established in the next few months.</p> <p><b>Current position:</b>  <b>A Cottingley Springs residents group has been established and is being facilitated by the Leeds Tenants and Residents Federation. Attendance has been disappointing to date and Council officers are meeting with Federation representatives to look at ways in which this can be improved.</b>  <b>Initial action completed – follow up action required to establish &amp; embed processes</b>  <b>ACTION ONGOING</b></p>	<p>4 - Not fully achieved  (Progress made acceptable. Continue monitoring.)</p>	
<p><b>Recommendation 8</b>  <b>That in accordance with the Local Development Framework Policy the Acting Director of City Development continue to encourage and support development of private Gypsy and Traveller site provision in the city which are appropriate, in keeping with the area and meet the necessary planning requirements.</b></p>	<p><b>Formal Response (received March 2011)</b>  The Acting Director of City Development states that the recommendation is acceptable on the basis that it is about the application of planning policy. The Directorate will engage with Gypsy and Traveller communities and will encourage and support their proposals when these accord with planning criteria. This recommendation does not mean that the Directorate will actively seek sites for private development. This initiative has to come from the Gypsies and Travellers themselves as private sites only happen if they have the necessary funding in place. The Directorate also points out that there is yet no Local Development Framework policy as there are no LDF documents adopted. The existing policy is in the UDP.</p>		



	<p><b>Current position:</b></p> <p><b>The position set out in March 2011 remains the position of the Council.</b></p> <p><b>ACTION COMPLETED</b></p>	2 - Achieved	
<p><b>Recommendation 9</b></p> <p><b>That the Scrutiny Board (Children's Services) be asked to undertake a specific investigation on the national and local position of Gypsy and Traveller girls school attendance and educational achievements at 11 years and above.</b></p>	<p><b>Formal Response (received March 2011)</b></p> <p>The Director of Children's Services has made no comment as this will be considered by Scrutiny Board (Children's Services) when considering its work programme.</p> <p><b>Current position:</b></p> <p><b>The Children's Services Scrutiny Board received a report prepared by the Gypsy, Roma and Traveller Achievement Service within Children's Services at its meeting on 21 April</b></p> <p><b>This was considered at the same meeting as the annual standards reports on both primary and secondary schools, providing a detailed breakdown of achievement across all ethnic groups in the city, thus providing additional context to the specific report on Gypsy, Roma and Traveller children.</b></p> <p><b>Members discussed the following key points:</b></p> <ul style="list-style-type: none"> <li>• <b>families moving between temporary camps around the city are in a similar position to those that move around private rented accommodation in terms of access to services</b></li> <li>• <b>the advantages of small permanent sites based in local communities in encouraging families to access education</b></li> <li>• <b>girls seen to be key to breaking the cycle</b></li> <li>• <b>noted success at ensuring primary age children attending school</b></li> <li>• <b>a long cultural tradition of non-attendance at school to be overcome, especially at secondary level</b></li> <li>• <b>the legal right to choose home education</b></li> </ul>	4 - Not achieved (Progress made acceptable. Continue monitoring.)	

	<p><b>The Board was concerned at the levels of attendance and achievement and agreed to monitor this on an ongoing basis alongside future annual school standards reports</b></p> <p><b>ACTION ONGOING</b></p>		
<p><b>Recommendation 10</b>  <b>That the Primary Care Trust and Director of Children’s Services be asked to submit a report to Scrutiny Board (Health) on the services that have been withdrawn from Gypsies and Travellers and the alternative arrangements that have been instigated to protect this vulnerable group.</b></p>	<p><b>Formal Response (received March 2011)</b>  The Director of Children’s Services challenges the suggestion that services have been withdrawn from Gypsies and Travellers. As with many services at the current time, some areas of support that do benefit Gypsies and Travellers are being reviewed to ensure the Directorate are targeting limited resources towards meeting priorities. However, we recognise that Gypsies and Travellers are a vulnerable group and that there is a need to reflect this in future decisions. It would be helpful to understand the detail of what is believed to be being withdrawn so that a more informed response can be provided. We are keen to address any specific concerns within the Gypsy and Traveller communities and we will be happy to respond to questions and concerns about this in any way that helps to assist the scrutiny board.</p> <p><b>Current position:</b>  <b>The position set out in March 2011 remains the position of the Council. Scrutiny to pursue this matter further and report back separately.</b></p> <p><b>ACTION ONGOING</b></p>	6 - Not for review this session	
<p><b>Recommendation 11</b>  <b>That the West Yorkshire Police be asked to ensure that the protocol between the Police and the Council is applied uniformly by Divisional Commanders across the city and that ward members are always informed of unauthorised encampments and when</b></p>	<p><b>Formal Response (received March 2011)</b>  The West Yorkshire Police state that the Leeds District Protocol for the management of unauthorised encampments does not contain a requirement to notify local ward members when Section 61 is to be used. The police believe however that this would be good practice for a number of reasons. This practice could be incorporated in a future review of the protocol however it must be understood that the decision whether or not to use the Section 61 power will remain</p>		

<p><b>this power is to be used.</b></p>	<p>an operational one for the police alone to take. The responsibility could rest with a member of the Gypsy Traveller Service or the local NPT Inspector (particularly when out of office hours), which the police could agree locally. The notification on each occasion of the presence of unauthorized encampments to local members should be a matter for LACK to resolve internally. The police agree also that the protocol should be applied consistently across the 3 police divisions but that this can be best dealt with through locally arranged inputs utilizing the skills and knowledge of the Traveller Liaison Officer. The police would also like to add to the recommendation that we should also take the opportunity to promote clear understanding of the protocol amongst all the Leeds ward members.</p> <p><b>Current position:</b>  <b>A joint working protocol is in place between the Council and West Yorkshire Police regarding the use of section 61 powers. The police have used the powers where appropriate: to remove Travellers from Wortley Recreation Ground in June 2011. The powers should only be used where the trespassers are displaying nuisance or threatening behaviour. The decision to apply section 61 powers is an operational one for the police and resources/other incidents will be important considerations for them in terms of using the powers. The Council must also ensure that it is not circumventing the obligation to ordinarily recover possession through a court process by asking the police to use section 61 powers. The Council has been able to speed up the court process where the encampment is considered to have particular affect on the land/local community. Two such examples are Killingbeck Fields which is an area of Special Scientific Interest and Burley Village Green in May 2011 because of the proximity to a polling station.</b>  <b>ACTION CLOSED</b></p>	<p>2 - Achieved</p>	
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<p><b>Recommendation 12</b>  <b>That the Director of Environment and Neighbourhoods be asked to review and expand the information pack for use by residents and Members where unauthorised encampments occur on private land.</b></p>	<p><b>Formal Response (received March 2011)</b>  The Director of Environment and Neighbourhoods agrees to this recommendation and will ensure that the information currently available for Members and for residents is updated and expanded to cover all relevant aspects of unauthorised encampments on private land. This will be completed by April 2011.</p> <p><b>Current position:</b>  <b>An updated guide has been drawn up and will be circulated to all Members by the 30<sup>th</sup> September 2011 Action Closed when updated guide has been circulated to Members</b>  <b>ACTION ONGOING</b></p>	<p>4 - Not achieved  (Press made acceptable. Continue monitoring.)</p>	
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## Report of Head of Scrutiny and Member Development

### Report to Scrutiny Board (Safer and Stronger Communities)

**Date: 12<sup>th</sup> September 2011**

#### **Subject: Work Schedule**

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

#### **Summary of main issues**

1. A draft work schedule is attached as appendix 1. The work schedule has been provisionally completed pending on going discussions with the Board. The work schedule will be subject to change throughout the municipal year.
  
2. Also attached as appendix 2 and 3 respectively are the minutes of Executive Board 27<sup>th</sup> July 2011 and the Council's current Forward Plan relating to this Board's portfolio.
  
3. In July, the Board identified a number of areas of review to be undertaken this municipal year. Working group meetings were held during August to discuss the potential scope of such work. All Members of the Board were invited to attend these meetings. As a result, draft terms of reference have been prepared in relation to the Board's forthcoming inquiries into Private Rented Sector Housing and Fuel Poverty.
  
4. A working group of the Board also met with senior officers and the Executive Board Member for Neighbourhoods, Housing and Regeneration to discuss the role of Scrutiny in relation to the forthcoming Housing Revenue Account (HRA) reforms, as set out within the Localism Bill. Such reforms will abolish the current HRA subsidy system from April 2012, putting Councils' in control of their housing assets. In doing so, it is recognised that the Council will need to adopt a new approach to HRA business planning that is influenced by investment need, underpinned by risk analysis and integrated with funding solutions that are prudent, robust and sustainable. In anticipation of a new draft HRA Business Plan being approved by the

Executive Board in November 2011, the Scrutiny Board will have the opportunity to consider and comment on the draft Plan to ensure that it reflects the Council's priorities in terms of housing investment needs. Further working group meetings will be held during September with a view to the Board reporting its final views on the draft HRA Business Plan in October prior to the Executive Board meeting in November. This is reflected in the Board's work schedule.

### **Recommendations**

5. Members are asked to:
  - a) Consider the draft work schedule and make amendments as appropriate.
  - b) Note the Executive Board minutes and Forward Plan

### **Background documents**

6. None used

## Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	June	July	August
<b>Reducing Burglary</b>	Consider potential scope of review SB 12/06/11 @ 10am		
<b>Anti-Social Behaviour</b>	Consider potential scope of review SB 12/06/11 @ 10am		
<b>Streetscene Services</b>	Consider potential scope of review SB 12/06/11 @ 10am – (deferred to July)	Consider potential scope of review SB 18/07/11 @ 10am	
<b>Role of the third sector and Council in mitigating the negative effects of the recession upon communities.</b>	Consider potential scope of review SB 12/06/11 @ 10am		
<b>Board initiated piece of Scrutiny work.</b>	To consider potential areas of review.	Report on the 2010/11 Financial Outturn for Environment and Neighbourhoods. SB 18/07/11 @ 10 am	Review of Private Rented Sector Housing – scoping the review WG 15/08/11 @ 10 am  Reform of Council Housing Finance (development of new HRA Business Plan) - WG session 1 - 08/08/11 @ 10 am  Dog Control Orders – Phase 2 WG 18/08/11 @ 11 am  Fuel Poverty – scoping the review WG 17/08/11 @ 11 am
<b>Crime and Disorder Committee work.</b>	To consider potential areas of review.		
<b>Budget &amp; Policy Framework</b>			
<b>Recommendation Tracking</b>			
<b>Performance Monitoring</b>			

Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

## Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	September	October	November
<b>Reducing Burglary</b>	Presentation on the Leeds Burglary Reduction Strategy - SB 12/09/11 @ 10 am		
<b>Anti-Social Behaviour</b>			
<b>Streetscene Services</b>			
<b>Role of the third sector and Council in mitigating the negative effects of the recession upon communities.</b>			Strategic Planning and Policy Board Third Sector Review – Progress Report SB 14/11/11 @ 10 am
<b>Board initiated piece of Scrutiny work.</b>	<p>Reform of Council Housing Finance (development of new HRA Business Plan) WG session 2 - 05/09/11 @ 10 am WG session 3 – w/c 26/9/11 - TBC</p> <p>Agree terms of reference for the Board's forthcoming inquiries on Private Rented Sector Housing and Fuel Poverty SB 12/09/11 @ 10 am</p> <p>Financial Health Monitoring Report SB 12/09/11 @ 10 am</p>	<p>Dog Control Orders – Phase 2 WG session 2 – 21/10/11 @ 10 am</p> <p>Reform of Council Housing Finance (development of new HRA Business Plan) - SB 10/10/11 @ 10 am</p> <p>Financial Health Monitoring Report SB 10/10/11 @ 10 am</p> <p>Review of Health and Safety Regulatory Services within Environmental Health – agree terms of reference SB 10/10/11 @ 10 am</p>	<p>Dog Control Orders – Phase 2 WG session 3 – 07/11/11 @ 10 am SB 14/11/11 @ 10 am</p> <p>Financial Health Monitoring Report SB 14/11/11 @ 10 am</p>
<b>Crime and Disorder Committee work.</b>			
<b>Budget &amp; Policy Framework Plans</b>			
<b>Recommendation Tracking</b>	Gypsy and Travellers Site Provision in Leeds - SB 12/09/11 @ 10 am	Offender Management - SB 10/10/11  ALMO Shared Service Centre (formal response) – SB 10/10/11 @ 10 am	
<b>Performance Monitoring</b>			

Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting



## Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	December	January	February
Reducing Burglary			
Anti-Social Behaviour			
Streetscene Services			
Role of the third sector and Council in mitigating the negative effects of the recession upon communities.			
<b>Board initiated piece of Scrutiny work.</b>	Financial Health Monitoring Report SB 12/12/11 @ 10 am	Financial Health Monitoring Report SB 16/01/12 @ 10 am	Financial Health Monitoring Report SB 13/02/12 @ 10 am
<b>Crime and Disorder Committee work.</b>	Reviewing the implications of the Police Reform and Social Responsibility Bill/Act 2010-11 – scoping the review WG to be arranged.		
<b>Budget &amp; Policy Framework Plans</b>			
<b>Recommendation Tracking</b>			
<b>Performance Monitoring</b>	Quarter 2 performance report SB 12/12/11 @ 10 am		

Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

**Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year**

Area of review	Schedule of meetings/visits during 2011/12		
	March	April	May (TBC)
<b>Reducing Burglary</b>			
<b>Anti-Social Behaviour</b>	Update report following the Leeds Anti-Social Behaviour Review 'Operation Quest' SB 12/03/12 @ 10 am		
<b>Streetscene Services</b>	Update report following the delegation of specified environmental services to Area Committees - SB 12/03/12 @ 10 am		
<b>Role of the third sector and Council in mitigating the negative effects of the recession upon communities.</b>			
<b>Board initiated piece of Scrutiny work.</b>	Financial Health Monitoring Report SB 12/03/12 @ 10 am	Financial Health Monitoring Report SB 03/04/12 @ 10 am	
<b>Crime and Disorder Committee work.</b>			
<b>Budget &amp; Policy Framework Plans</b>			
<b>Recommendation Tracking</b>			
<b>Performance Monitoring</b>			

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## EXECUTIVE BOARD

WEDNESDAY, 27TH JULY, 2011

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

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

### 30 Exempt Information - Possible Exclusion of the Press and Public

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

- (a) Appendix 1 to the report referred to in Minute No. 47 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it relates to the financial or business affairs of the Council and it is therefore considered not to be in the public interest to disclose this information, as it would be likely to prejudice the Council's current negotiations.
- (b) Appendix 1 to the report referred to in Minute No. 48, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that this information relates to the financial or business affairs of a particular person and of the Council. It is therefore considered that since this information was obtained through one to one negotiations for the disposal of the property/land, then it is not in the public interest to disclose this information at this point in time. 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.
- (c) The appendix to the report referred to in Minute No. 53, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it relates to the financial or business affairs of a particular person, 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 through one to one negotiations for the disposal of the property/land then it is not in the public interest to disclose this information at this point in time. Also it is considered that the release of such information would or would be likely to

Draft minutes to be approved at the meeting  
to be held on Wednesday, 7th September, 2011

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 about the nature and level of consideration 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) Appendix 2 to the report referred to in Minute No. 54, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the condition of the exemption is that in all of the circumstances the public interest in exempting should outweigh the public interest in disclosing. In the Council's judgment, the commercial information relating to this proposal should not be disclosed as the interests of potential bidders could be prejudiced if these financial terms became available to them.
- (e) Appendices 1 and 2 to the report referred to in Minute No. 55, under the terms of Access to Information Procedure Rule 10.4(3) and appendix 3 to the report referred to in the same minute, under the terms of Access to Information Procedure Rules 10.4 (3) and (5). This is due to the fact that the appendices contain commercially sensitive information on the City Council's approach to procurement issues, and commercially sensitive pricing and information about the commercial risk position of the City Council's proposed Preferred Bidder, where the benefit of keeping the information confidential is considered greater than that of allowing public access to the information.

### **31 Declaration of Interests**

Councillors Wakefield, Dobson and Ogilvie all declared personal interests in the item entitled, 'Design and Cost Report: Lotherton Estate Improvements', due to being Leeds Card holders (Minute No. 35 refers).

Councillors Finnigan, Blake and R Lewis all declared personal interests in the item entitled, 'Investment Partnership for South Leeds', due to being members of the Investment Partnership for South Leeds. (Minute No. 44 refers).

Councillors Ogilvie and Dobson both declared personal interests in the item entitled, 'Three Year Grant Funding for Culture', due to being members of the Leeds Initiative – Sustainable Economy and Culture Board. (Minute No. 34 refers).

Councillor R Lewis declared a personal interest in the item entitled, 'Arms Length Management Organisations (ALMO) and Tenant Management Organisations Annual Reports for 2010/11', due to being a member of the Outer West ALMO Area Panel. (Minute No. 56 refers).

Councillors Golton and Finnigan both declared personal interests in the items respectively entitled, 'Primary Basic Need 2012 – Outcome of Statutory Notices for the Expansion of Primary Provision in 2012' and 'Primary Basic Need Programme – Permission to Consult on Proposals for Expansion of Primary Provision in 2013 and 2014', due to their respective positions as governors of Primary Schools. (Minute Nos. 58 and 59 refer respectively).

Further declarations of interest were made at a later point in the meeting (Minute Nos. 55 and 56 refer respectively).

### **32 Minutes**

**RESOLVED** – That the minutes of the meeting held on 22<sup>nd</sup> June 2011 be approved as a correct record, subject to the inclusion of the comments made by Councillor A Carter in respect of Minute No. 22 entitled, 'Housing Appeals – Implications of the Secretary of State's Decision relating to Land at Grimes Dyke, East Leeds', in which he emphasised the need to postpone the immediate release of all the Phase 2 and 3 housing allocations within the UDP, as recommended within the report, until after the outcomes from the related Inquiry undertaken by the Scrutiny Board (Regeneration) had been considered.

### **33 Matters Arising from the Minutes**

In respect of Minute No. 22(g), "Housing Appeals – Implications of the Secretary of State's Decision relating to Land at Grimes Dyke, East Leeds", the Chair suggested that a forthcoming visit to be made by Greg Clarke MP, Minister for Cities, would provide an opportunity for an all party lobbying exercise to be undertaken in respect of issues such as the land banking practices of developers.

## **LEISURE**

### **34 3 Year Grant Funding for Culture**

The Chief Libraries, Arts and Heritage Officer submitted a report responding to requests from the large arts organisations to provide longer term funding arrangements. In addition, the report reviewed current approaches and looked to reflect the new strategic priority plan and impact of other agencies' decisions on future funding arrangements, whilst also proposing the introduction of a new, more robust and transparent process.

Members suggested that a report was submitted to a future meeting of the Board outlining the actions being taken to work with young people in order to identify, nurture and retain the sporting and musical talent within the city, in conjunction with the Leeds Arena development.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

**RESOLVED –**

- (a) That the introduction of 3 year grant funding to cultural organisations be approved.
- (b) That the introduction of Culture Leeds grants be approved.

**35 Design and Cost Report: Lotherton Estate Improvements**

The Director of City Development submitted a report seeking an injection into the capital programme for various improvement works at Lotherton Estate, which would be funded by prudential borrowing from additional income raised via changes to the current charging policy.

Members made several comments on the proposals regarding the site improvements and charging policy and suggested that a further report was submitted to the Board, which enabled the outcomes arising from the consultation exercise to be fully considered.

The report provided details of the equality impact assessment which was being undertaken in respect of the proposals.

**RESOLVED –**

- (a) That an injection of £160,000 in to the capital programme for improvements at Lotherton be approved, which will be funded by prudential borrowing from additional income raised from changes to the current charges for Lotherton.
- (b) That the authority to incur expenditure of £160,000 on improvements to Lotherton be approved.
- (c) That the charges for entry to all facilities on the Estate be approved.
- (d) That, following the conclusion of the consultation, any change to the Phase 1 improvements be delegated to the Director of City Development with concurrence of the Executive Board Member (Leisure).
- (e) That a further report be submitted to the Board, which enabled the outcomes arising from the consultation exercise undertaken to be fully considered.

**ADULT HEALTH AND SOCIAL CARE**

**36 Charges for Non-Residential Adult Social Care Services**

Further to Minute No. 141, 15<sup>th</sup> December 2010, the Director of Adult Social Services submitted a report regarding the outcome of the consultation exercise undertaken in respect of charges for non-residential services, whilst making recommendations for changes to such charges.

Members highlighted the need to ensure that consideration was given to the frequency of reviews undertaken on this matter and suggested that details

were provided to Board Members of those Local Authorities which had also altered their charges, in addition to information on the potential impact for Leeds arising from the Dilnot Commission's report.

In noting the cross party support for this matter, the Chair proposed that cross party discussions continued, so that the proposals could be progressed effectively.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

**RESOLVED –**

- a) That the outcomes of the consultation and the way in which they have been addressed, as set out within sections 4.6 to 5.7 of the submitted report, be noted.
- b) That the outcomes of the equality impact assessment and the way in which they have been addressed, as set out within sections 7.1 to 7.4 of the submitted report, be noted.
- c) That the changes to charges for non-residential services, as set out in sections 5.4 to 5.7 of the submitted report, effective from 1<sup>st</sup> October 2011, be approved.
- d) That the revised Adult Social Care Charging and Contributions Policy Framework, as set out within Appendix 6 of the submitted report be approved.
- e) That the further review of charges and the financial assessment methodology, together with the associated consultation process, as set out within sections 5.15 and 5.16 of the submitted report, be approved.
- f) That a further report on the outcomes of the further consultation process and proposals regarding charges and the financial assessment methodology be submitted to a future meeting of the Board.

**37 Leeds Safeguarding Adults Partnership Annual Report 2010/2011**

The Director of Adult Social Services submitted a report introducing the fourth annual report of the Leeds Safeguarding Adults Partnership Board and providing an update on the work of the Leeds Safeguarding Adults Partnership.

Copies of the Leeds Safeguarding Adults Partnership Board Annual Report for 2010/2011 had been circulated to Board Members for their consideration.

Professor Paul Kingston, Independent Chair of the Safeguarding Adults Partnership Board, was in attendance at the meeting and provided an introduction to the report.

In responding to enquiries, officers undertook to provide Board Members with a breakdown of the statistics regarding the locations of alleged abuse in respect of private and public service providers.

**RESOLVED** – That the content of the attached 2010/11 annual report be noted and that the work programme of the Adult Safeguarding Partnership Board for 2011/12 be endorsed.

## **RESOURCES AND CORPORATE FUNCTIONS**

### **38 Financial Health Monitoring 2011/12 - First Quarter Report**

The Director of Resources submitted a report presenting the Council's financial health position after three months of the 2011/12 financial year.

Enquiries were made into the current position of the Children's Services and Adult Social Care budgets. In response, Members were provided with information where available, with the undertaking that further detail regarding Children's Services would be provided in due course. In general, it was noted that more detailed information relating to those areas facing particular budgetary pressures would be made available at future meetings. Emphasis was then placed upon the Council's current financial pressures and assurances were given that the management of such budgetary pressures remained a priority.

#### **RESOLVED** –

- (a) That the projected financial position of the authority after three months of the financial year be noted.
- (b) That directorates continue to develop and implement action plans which are robust and which will deliver a balanced budget by the year end.

### **39 Treasury Management Annual Report 2010/11**

The Director of Resources submitted a report providing a final update on Treasury Management Strategy and operations in 2010/11.

On behalf of the Board, the Chair thanked all of those officers who had been involved in the work of the Treasury Management Strategy and operations over the past year.

**RESOLVED** – That the treasury management outturn position for 2010/11 be noted.

### **40 Capital Programme Update 2011 - 2014**

The Director of Resources submitted a report providing an update on the financial position for 2011/12 as at June 2011, which included details of capital resources, a summary of schemes which had been upgraded from 'Amber' status to 'Green' since February and which provided a summary of progress made on some major schemes. In addition, the report sought specific approvals to enable some schemes to progress.



Responses were received to Members' enquiries regarding the ICT related projects which were detailed within the submitted report.

**RESOLVED –**

- a) That the latest position on the general fund and HRA capital programmes be noted.
- b) That the transfer of schemes from the Amber to the Green programmes as set out in section 3.3 of the submitted report be noted.
- c) That the bringing together of a number of ICT schemes within the approved capital programme to form the ICT Essential Services Programme(ESP), with a total value of £5,800,000, as set out in Appendix C of the submitted report, be noted.
- d) That authority be given to incur expenditure of £2,130,000 on the migration to Microsoft technologies from Novell, as included in Appendix C to the submitted report.
- e) That authority be given to incur expenditure of £950,000 on the Storage Consolidation element of the ESP as included in Appendix C to the submitted report.
- f) That an injection into the capital programme of £4,389,500 to progress phase 1 of the Changing the Workplace programme be approved.
- g) That approval be given to the promotion of £168,900 from the reserved to the funded capital programme, in order to allow the demolition of the former Parklees (ASC) building to proceed.
- h) That an injection into the capital programme of £50,000 be approved in order to provide a grant to Clifford Parish Council.

**41 Annual Risk Management Report**

The Director of Resources submitted a report which providing an overview of the Council's corporate risks and the risk management work which had been undertaken by the Risk Management Unit (RMU) in the last year in support of the Council's Risk Management Framework. In addition, the report highlighted future areas of work to improve the management of risk and provided assurances on the strength of the risk management arrangements currently in place.

**RESOLVED –**

- (a) That the contents of the report, the risks on the corporate risk register and the progress made on enhancing the Council's risk management arrangements be noted.
- (b) That Executive Board Members continue to review and challenge the arrangements, particularly in relation to strategic decision-making and the delivery of the authority's new City and Council strategic priorities.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 7th September, 2011

## **DEVELOPMENT AND THE ECONOMY**

### **42 The Strategy for Kirkgate Markets**

Further to Minute No. 123, 15<sup>th</sup> December 2010, the Director of City Development submitted a report providing an update on the findings from a public consultation exercise undertaken earlier in the year, on the petition organised by the Friends of Kirkgate Market Group and outlining the measures taken by the Council to address the issues raised. In addition, the report set out the strategy for Kirkgate Market in order to ensure the market was sustainable.

Having received responses to Members' enquiries regarding rental levels and the potential input of independent retailers into the running of the market, the Chair highlighted the levels of support for the long term future of the market which had been received.

The report noted that full equality impact assessments would be carried out on the different forms of arms-length companies and in determining the optimum size of the market.

#### **RESOLVED –**

- (a) That the Board restates its commitment to the long term future and success of Kirkgate Market.
- (b) That the vision and objectives for Kirkgate Market, as set out within Section 4 of the submitted report, be endorsed.
- (c) That the strategy for Kirkgate Market, as set out within Appendix II of the submitted report be endorsed, specifically in respect of the proposals to:-
  - i) move the management and ownership of Kirkgate Market to an arms length company and establish a Project Board and engage expert opinion to consider and recommend the form this should take;
  - ii) start consultation with staff and the Trades Unions to inform the recommendations to Executive Board;
  - iii) determine the optimum size for the indoor and open markets, after taking expert advice, and determine the necessary steps to reach that size.

### **43 Response to the Scrutiny Inquiry Report on the Future of Kirkgate Market**

The Head of Scrutiny and Member Development submitted a report summarising the responses to the recommendations of the former Scrutiny Board (City Development) arising from its inquiry entitled 'Review of the Future of Kirkgate Market'.

**RESOLVED** – That the directorate responses to the recommendations of the former Scrutiny Board (City Development) arising from its inquiry into the future of Kirkgate Market be noted.

**44 Investment Partnership for South Leeds**

Further to Minute No. 9, 17th June 2009, the Director of City Development submitted a report presenting an update on the work undertaken to date, providing an overview of the Investment Strategy, whilst providing details of the consultation which had been undertaken and the forthcoming launch event for the strategy.

**RESOLVED** –

- (a) That the contents of the submitted report, together with the production of the Investment Strategy for South Leeds be welcomed, subject to the issues raised in paragraph 3.6 of the submitted report.
- (b) That the continuation of more detailed work to support the preparation of the Core Strategy and subsequent Site Allocations Development Plan Document be agreed.
- (c) That a review of the governance arrangements, as the work referred to in paragraph 7.2 of the submitted report progresses, be agreed.

**45 Consolidation of Enterprise Assets in Chapeltown**

The Director of City Development submitted a report on the proposed transfer of the Chapeltown Enterprise Centre, on a 99 year peppercorn lease basis to Unity Enterprise, and the extension of the management agreement for Leeds Media Centre to Unity Enterprise, as part of the Chapeltown Enterprise Network project.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

**RESOLVED** –

- (a) That the proposal from Unity Enterprise be noted.
- (b) That a 99 year full repairing and insuring lease be provided for the Chapeltown Enterprise Centre to Unity Enterprise on a peppercorn basis, subject to:-
  - i) no revenue grant support being payable;
  - ii) that the agreed refurbishment works are successfully completed.
- (c) That a 10 year service level agreement be provided to Unity Enterprise to manage Leeds Media Centre, subject to:-
  - i) no revenue grant support being payable;
  - ii) that the rent payable by Unity Enterprise is nil;

- iii) that the targets and outputs as part of the service level agreement are in line with those contained within the existing service level agreement for 2011/12.

**46 Permit Scheme for Road and Street Works**

The Director of City Development submitted a report on the proposed permit scheme and detailing the expected benefits of the initiative. In addition, the report also sought approval for the submission of an application to the Secretary of State regarding the operation of the permit scheme.

In response to Members' enquiries regarding the remit of the scheme, it was stated that such matters would be kept under review.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

**RESOLVED** – That officers be authorised to make an application to the Secretary of State to implement the permit scheme, as outlined within the submitted report.

**47 Future Options for Design Services**

Further to Minute No. 182, 9th March 2011, the Director of City Development submitted a report presenting a recommendation about the future provision of Architectural Design Services (ADS) following the extensive investigation of two options previously identified by the Board.

The report presented the following two options, which Executive Board had previously instructed officers to explore further:-

Option 1 - to explore to the establishment of a joint venture arrangement with Norfolk Property Services (NPS) as the preferred route.

Option 2 - to explore alongside this in more detail, the option to separately procure design services using existing frameworks where appropriate e.g. Office of Government Commerce (OGC).

Members highlighted the need for this matter to be progressed without delay.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

Following consideration of Appendix 1 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting, it was

**RESOLVED** –

- (a) That Option 1 be pursued and that the establishment of a Joint Venture Company with Norfolk Property Services (NPS) be supported in principle.

- (b) That, subject to the agreement of detailed terms, the Director of City Development be given delegated authority to finalise contractual terms with NPS and to establish appropriate interim arrangements.
- (c) That, should negotiations with NPS not be satisfactorily concluded, Option 2 be pursued, with a further report being brought back to Executive Board should this situation arise.

**48 Development Proposals for the Sovereign Street Site**

The Director of City Development submitted a report informing of the outcomes from the consultation on the Draft Planning Statement for the Sovereign Street site and providing an update on the progress made to date on the potential to create a new city centre greenspace, in conjunction with a mixed use development on the site.

Following consideration of Appendix 1 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting, it was

**RESOLVED –**

- (a) That the progress made in relation to the development proposals for the Sovereign Street site be noted.
- (b) That the revised Sovereign Street Planning Statement be approved as a guide to future development proposals for the Sovereign Street site.
- (c) That the draft Heads of Terms agreed with KPMG and Sovereign Leeds Ltd, as detailed within exempt appendix 1 for site A be approved, and that authority be delegated to the Director of City Development in order to negotiate the detailed terms.
- (d) That a further six month exclusivity period be granted, for KPMG to complete their due diligence on the site and to complete the Agreement for lease.
- (e) That the marketing of the two remaining development sites be commenced upon completion of the Development Agreement with KPMG, expected in September 2011.
- (f) That the principle of using part of the KPMG receipt to deliver the proposed greenspace be approved.
- (g) That approval is given to appropriate land from highways to planning purposes to allow easements and other rights be overridden pursuant to S237 of the Town and Country Planning Act 1990 on the proposed KPMG (Site A).
- (h) That an injection into the Capital Programme and the authority to spend up to £100,000 of feasibility funding be approved, for the design

brief and scheme development which will enable the procurement of the new greenspace.

**49 Low Emission Zones - Council Resolution 6 April 2011**

The Director of City Development submitted a report addressing the request of Full Council for a feasibility study to be undertaken into the establishment of a Low Emission Zone in Leeds.

**RESOLVED –**

- (a) That the content of this response to Full Council's resolution requesting a study into the feasibility of establishing a Low Emission Zone in Leeds be noted.
- (b) That the bid which has been made to DEFRA in respect of funding be noted and endorsed.
- (c) That, subject to the DEFRA funding bid being successful, the further development of proposals for an initial feasibility study be approved, with a further progress report being received in due course.

**50 National High Speed Rail Strategy Consultation**

The Director of City Development submitted a report detailing the proposed response to the Government's consultation on a National High Speed Rail Strategy.

Members emphasised the need for the lobbying process in respect of this matter to continue.

**RESOLVED –**

- (a) That the contents of the submitted report be noted.
- (b) That support for the Government's high speed rail strategy and network proposals be confirmed.
- (c) That the proposed response to the national high speed rail consultation, as appended to the submitted report, be approved.

**51 Proposal to confirm an Article 4 Direction to require planning permission for a change of use from Use Class C3 to C4 in selected areas of Leeds**

The Director of City Development submitted a report summarising the responses from the recent public consultation exercise in relation to the proposed Article 4 Direction in Leeds, and sought approval to confirm the Article 4 Direction.

In response to Members' enquiries, officers undertook to look into those geographical areas highlighted which were not referenced within the report.

**RESOLVED –**

- (a) That the contents of the submitted report and the responses received in relation to the Article 4 Direction public consultation exercise be noted.
- (b) That the principle of confirming the Article 4 Direction to cover the area proposed be approved and that the Chief Planning Officer be delegated the necessary authority to confirm the Direction.

**52 Planning Applications Highways Issues (White Paper 16)**

The Director of City Development submitted a report responding to full Council's resolution of 6<sup>th</sup> April 2011 requesting that Executive Board instructed the Council's Highways Department to ensure that consultation with Ward Members took place with regard to planning applications' highways matters prior to the Highways Department passing formal comment to planning officers.

The Chief Executive stated that correspondence had been received from Councillor Cleasby in respect of this matter, who had requested that the recommendations detailed within the submitted report be replaced by the resolution which had been formally agreed by Council on the 6<sup>th</sup> April 2011.

**RESOLVED –** That in light of the representations received in respect of this matter, the report be withdrawn from the agenda, with a further report being submitted for consideration in due course.

**53 Site of the Former Wyther Park Primary School Victoria Park Avenue Armley Leeds LS5**

The Director of City Development and the Director of Environments and Neighbourhoods submitted a joint report which sought approval to sell the subject site on the provisionally agreed terms, contained within the exempt appendix to the submitted report, which included deferring payment of part of the receipt until completion of the development.

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

**RESOLVED –**

- (a) That the site of the former Wyther Park Primary School be sold on a deferred payment basis, on the terms outlined within the submitted report.
- (b) That approval be given to the use of the deferred payment received in a Local Investment Plan priority scheme.

## **ENVIRONMENTAL SERVICES**

### **54 Solar Photovoltaic Panels Initiative - Corporate Buildings**

The Director of City Development submitted a report regarding proposals to develop a scheme to install a maximum of £3,010,000 of investment in solar photovoltaic systems on Council buildings, including schools, which would generate an income over 25 years.

Following consideration of Appendix 2 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting, it was

#### **RESOLVED –**

- (a) That the project proposal for installing photovoltaic in corporate buildings, including schools, be approved.
- (b) That the injection of £3,010,000 into the Capital Programme to be fully funded by Unsupported Borrowing be approved.
- (c) That delegated authority be given to the Director of Resources to authorise expenditure of up to any value on a scheme by scheme basis, up to a total of £3,010,000, which will be subject to a prior approval of a Business Case for each site by the Director of Resources.
- (d) That the Director of City Development be given delegated authority to approve the award of the contract and building selection.

## **NEIGHBOURHOODS, HOUSING AND REGENERATION**

### **55 Little London, Beeston Hill and Holbeck PFI Housing Project: Confirmation of Amended Project Scope and Affordability**

The Director of Environment and Neighbourhoods submitted a report providing an update on the outcome of the Government Value for Money Review of the national housing PFI programme and its impact upon the Little London, Beeston Hill and Holbeck PFI project, the resultant changes required to the project scope, the affordability of the project following such changes and on the recent Key Decision taken by the Director of Environment & Neighbourhoods.

Members received an update on the current position of the project.

The report provided details of the equality impact assessment which had been undertaken in respect of this matter.

Following consideration of the appendices 1 and 2 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3), and appendix 3 to the same report, designated as exempt under Access to Information Procedure Rules 10.4 (3) and (5), which were considered in private at the conclusion of the meeting, it was



**RESOLVED –**

- (a) That the outcome of the government value for money review be noted.
- (b) That the overall changes and cost variations to the project be noted.
- (c) That the re-submission of an amended Pre-Preferred Bidder Final Business Case under the Director Delegation Scheme as detailed in paragraph 7.1 of the submitted report, be noted.
- (d) That the revised overall affordability position, as detailed in exempt appendix 2 of the submitted report, be noted.
- (e) That it be noted (without affecting the resolutions of the meeting of this Board on 9th March 2011 including those granting authority to enable the Project to reach financial close) that it is anticipated that a further report be brought to a future Board meeting in due course with details of the Pre-Financial Close affordability.

(Councillors Finnigan and Dobson both declared personal interests in relation to this matter, due to their respective positions as Aire Valley Homes ALMO Board Members).

**56 Arms Length Management Organisations and Tenant Management Organisations Annual Reports for 2010/2011**

The Director of Environment and Neighbourhoods submitted a report presenting the in 2010/11 Annual Reports for the Arms Length Management Organisations (ALMOs) and Belle Isle Tenant Management Organisation (BITMO) which highlighted the achievements and performance results for the previous year.

The Board welcomed the four Chief Executives of the ALMOs and BITMO, who were in attendance to provide additional detail and answer any questions.

Following Members' enquiries regarding tenants' perception of the ALMOs and BITMO, it was proposed that a report was submitted to a future meeting of the Board in respect of such matters and the work being undertaken to improve tenants' satisfaction levels.

**RESOLVED –**

- (a) That the contents of the 2010/11 ALMO and BITMO annual reports and supporting papers be noted.
- (b) That a report be submitted to a future meeting of the Board regarding tenants' satisfaction levels, and the work being undertaken to improve such levels.

(Councillors Finnigan, Dobson and Blake all declared personal interests in relation to this matter, due to their respective positions as either Aire Valley

Homes ALMO Board Members or Belle Isle Tenant Management Organisation Board Members).

**57 Gypsies and Travellers - Progress on Scrutiny Board Inquiry Recommendations**

Further to Minute No. 168, 11<sup>th</sup> February 2011, the Director of Environment and Neighbourhoods submitted a report providing an update on the work undertaken following the Board's consideration of the response to the inquiry undertaken by the former Scrutiny Board (Environment and Neighbourhoods) Inquiry into site provision for Gypsies and Travellers in Leeds.

Members made enquiries into the content of the report, when compared to the current governmental guidance relating to site development for Gypsies and Travellers and due to the fact that the government was currently consulting on new planning policy for such sites. In response, Members received assurances in respect of their enquiries, including those in respect of external funding proposals, whilst officers undertook to circulate the relevant governmental guidance on this matter as appropriate. In addition, it was proposed that a further report was submitted to the Board in due course when the new governmental planning policy for Gypsy and Traveller sites had been released.

**RESOLVED –**

- (a) That the contents of the submitted report be noted.
- (b) That the instigation of a search for a new site or sites, in accordance with the principles set out at paragraph 3.9 and 3.10 of the submitted report, be approved.
- (c) That a further report be submitted to the Board in due course when the new governmental planning policy for Gypsy and Traveller sites had been released.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he voted against the decisions taken above, whilst Councillor Golton required it to be recorded that he abstained from voting on these matters).

**CHILDREN'S SERVICES**

**58 Primary Basic Need 2012 - Outcome of statutory notices for the expansion of primary provision in 2012**

Further to Minute No. 203, 30<sup>th</sup> March 2011, the Director of Children's Services submitted a report outlining the representations received as part of the consultation exercise on the proposals for expansion of primary provision from September 2012 and seeking a final decision on the proposals.

**RESOLVED –**

- (a) That the capacity of Wykebeck Primary School be expanded from 315 places to 420 places on its existing site.

Draft minutes to be approved at the meeting to be held on Wednesday, 7th September, 2011

- (b) That the former South Gipton Community centre site be earmarked for the expansion of Wykebeck Primary School.
- (c) That the capacity of Bracken Edge Primary School be expanded from 315 places to 420 places on its existing site.
- (d) That the age range of Carr Manor High School be changed from 11-18 to 4-18 years, with a reception admission limit of 30, with land next to the school being used for the primary provision.

**59 Primary Basic Need Programme - Permission to consult on proposals for expansion of primary provision in 2013 and 2014**

The Director of Children's Services submitted a report detailing the requirement for primary school places in the academic year 2013/14 and beyond, presenting a range of proposals to address the identified need and seeking permission to consult on some specific options and identifying further work required on others, prior to any statutory consultation.

Members received responses to their specific enquiries regarding particular school sites or geographical areas of Leeds.

**RESOLVED –**

- (a) That it be noted that Bramley St Peter's will be expanded from 315 to 420 places, with no requirement for a statutory process.
- (b) That formal consultation to expand existing schools be approved, as follows:-
  - i) Rawdon St Peter's Primary School from 315 to 420 places,
  - ii) Morley Newlands Primary School from 420 to 630 places;
- (c) That approval be given to the undertaking of formal consultation on two new 420 place primary schools, to be established on the site of the former South Leeds Sports Centre and on land at Florence Street, with the sites being earmarked for this purpose.
- (d) That further reports detailing the outcomes of these consultation exercises, and any further proposals to cover any remaining shortfall, be submitted to the Board at a later date.

**DATE OF PUBLICATION:** 29<sup>TH</sup> JULY 2011

**LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS:** 5<sup>TH</sup> AUGUST 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 8<sup>th</sup> August 2011)

Draft minutes to be approved at the meeting to be held on Wednesday, 7th September, 2011

Draft minutes to be approved at the meeting  
to be held on Wednesday, 7th September, 2011



**FORWARD PLAN OF KEY DECISIONS  
(relating to Safer and Stronger Communities  
Scrutiny Board)**

1 September 2011 – 31 December 2011

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Seek permission to award up to two contracts for the Domestic Violence Refuge and IDVA/Outreach Services following identification of successful organisation(s) through the completion of a competitive tendering exercise</p> <p>Authorisation to award up to two contracts for the Domestic Violence Refuge and IDVA/Outreach Services, to the successful organisation(s) following completion of the competitive tender exercise.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<p>n/a</p>	<p>Report to be presented to E&amp;N Delegated Decision Panel</p>	<p>Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>
<p>Sheltered Housing Request to change the funding for the warden service in sheltered housing from Supporting People to Housing Benefit</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<p>N/a</p>	<p>Report to be presented to E and N Delegated Decision Panel</p>	<p>neil.evans@leeds.gov.uk</p>

<p>Restructure of Household Waste Sites within Waste Management Group of Environmental Services To approve the proposed restructure of Household Waster Sorting Sites and to undertake a Collective Agreement with the Trade Unions to formalise the changes</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<ul style="list-style-type: none"> <li>• Continuous dialogue with Trade Unions and Staff</li> <li>• Scrutiny Board</li> <li>• Planning Authority</li> <li>• Communication activities with residents guided by a project Communications Plan</li> </ul>	<p>Delegated Decision Panel Report</p>	<p>susan.upton@leeds.gov.uk</p>
<p>Request to enter into a Supporting People contract with GIPSIL for the Community Services Resettlement 1 and Community Services Resettlement 2 services at a total contract value of approximately £355,702.47per annum</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<p>n/a</p>	<p>Report to be presented to the Delegated Decision Panel</p>	<p>Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>

<p>Request to invoke Contracts Procedure Rule 25.1 to invoke the twelve month extension period to the existing 2+1 year Supporting People contract with Leeds Housing Concern from 11.12.2011 to 10.12.2012</p> <p>Approval to invoke Contracts Procedure Rule 25.1 to invoke the 12 month extension period to the existing 2+1 year Supporting People Contract with Leeds Housing Concern from 11.12.2011 to 10.12.2012</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<p>n/a</p>	<p>Report to be presented to the Delegated Decision Panel prior to decision being taken</p>	<p>neil.evans@leeds.gov.uk</p>
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<p>Request to invoke 1 year extension to contract with DISC for the Community Drug Treatment Services (Contract 2 Care Co-ordination &amp; PSI) from 1st November 2011 - 31st October 2012</p> <p>Request to invoke 1 year extension to contract with DISC for the Community Drug Treatment Services (Contract 2 Care Co-ordination &amp; PSI) from 1<sup>st</sup> November 2011 – 31<sup>st</sup> October 2012</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<p>None</p>	<p>Delegated Decision Report</p>	<p>Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>
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<p>Request to invoke 1 year extension to contract with DISC for the Community Drug Treatment Services (Contract 3 Advice, Information, Triage and Support) from 1st November 2011 - 31st October 2012</p> <p>Request to invoke 1 year extension to contract with DISC for the Community Drug Treatment Services (Contract 3 Advice, Information, Triage and Support) from 1<sup>st</sup> November 2011 – 31<sup>st</sup> October 2012</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<p>None</p>	<p>Delegated Decision Report</p>	<p>Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>
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<p>Request to invoke 1 year extension to contract with DISC for the Drug Rehabilitation Requirement Care Co-ordination Service (Contract 4) from 1st November 2011 - 31st October 2012</p> <p>Request to invoke 1 year extension to contract with DISC for the Drug Rehabilitation Requirement Care Co-ordination Service (Contract 4) from 1<sup>st</sup> November 2011 – 31<sup>st</sup> October 2012</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/9/11</p>	<p>None</p>	<p>Delegated Decision Report</p>	<p>Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>
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<p>Lease and sale of Council properties to Unipol Student Homes Ltd</p> <p><b>a)</b> The sale of 15 properties to Unipol Student Homes on an individual market value basis over the next 4 years.</p> <p><b>b)</b> The lease of 58 properties to Unipol Student Homes on improved lease arrangements.</p> <p><b>c)</b> That a pilot 'invest to save' initiative can be explored , allowing the capital receipts generated to be added to the ' Major Repairs Allowance' to enable a forward programme of repairs to be carried out on the councils miscellaneous properties, enabling them to be brought back into use and managed by the ALMO</p>	<p>Executive Board (Portfolio: Neighbourhoods, housing and Regeneration)</p>	<p>7/9/11</p>	<p>All Councillors effected by the proposal will be notified by email in conjunction with locality managers. The Councillors in Inner and Outer West where the impact will be greatest will also be notified by email and will be given the opportunity for a detailed briefing meeting.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>karen.chiverall@leeds.gov.uk</p>
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<p>Seek permission to award a framework contract for the provision of furnished temporary accommodation for homeless households, young people leaving care and unaccompanied asylum seeking young people following the completion of a competitive tendering</p> <p>Authorisation to award a framework contract for the provision of furnished temporary accommodation for homeless households, young people leaving care and unaccompanied asylum seeking young people following the completion of a competitive tendering exercise</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/10/11</p>	<p>n/a</p>	<p>Report to be presented to Environment and Neighbourhoods Delegated Decision Panel</p>	<p>neil.evans@leeds.gov.uk</p>
<p>HRA Self Financing and Business Plan To agree the HRA Business Plan</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/11/11</p>	<p>Strategic Governance Board, ALMO Boards</p>	<p>Government's HRA Self Financing proposals</p>	<p>John Statham john.statham@leeds.gov.uk</p>

<p>ALMO and BITMO Service Delivery and Tenant Perception To note the direction of service delivery of the ALMO's and the current tenant perception of the quality of that service</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/11/11</p>	<p>None at this stage</p>	<p>ALMO Service Improvement Plans</p>	<p>John Statham john.statham@leeds.gov.uk</p>
<p>Residual Waste Project: Approval to proceed to the Preferred Bidder Stage Approve the outcome of the Final Tender Evaluation, appoint the preferred bidder and request authority to proceed to the Preferred Bidder Stage</p>	<p>Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)</p>	<p>2/11/11</p>	<p>Elected members, LCC Internal Stakeholders, DEFRA (Central Government Sponsoring Department)</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>neil.evans@leeds.gov.uk</p>
<p>Formal approval for the making of Dog Control Orders under the provisions of the Clean Neighbourhoods and Environment Act 2005 Formal approval for the making of Dog Control Orders under the provisions of the Clean Neighbourhoods and Environment Act 2005</p>	<p>Executive Board (Portfolio: Neighbourhoods, Housing and the Environment)</p>	<p>7/12/11</p>	<p>Extensive public consultation between 15<sup>th</sup> August and 14<sup>th</sup> October 2011 inclusive</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>tom.smith@leeds.gov.uk</p>