
SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 15th September, 2014 at 10.00 am

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

MEMBERSHIP

Councillors

B Anderson (Chair)	-	Adel and Wharfedale;
J Bentley	-	Weetwood;
A Blackburn	-	Farnley and Wortley;
J Dunn	-	Ardsley and Robin Hood;
R Grahame	-	Burmantofts and Richmond Hill;
M Harland	-	Kippax and Methley;
P Harrand	-	Alwoodley;
J Jarosz	-	Pudsey;
K Ritchie	-	Bramley and Stanningley;
M Robinson	-	Harewood;
B Urry	-	Roundhay;
N Walshaw	-	Headingley;

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

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A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 28 JULY 2014</p> <p>To confirm as a correct record, the minutes of the meeting held on 28 July 2014.</p>	1 - 6
7			<p>REQUEST FOR SCRUTINY</p> <p>To receive a report from the Head of Scrutiny and Member Development presenting a request for Scrutiny from a member of the public.</p>	7 - 28
8			<p>INQUIRY INTO TACKLING DOMESTIC VIOLENCE AND ABUSE - FORMAL RESPONSE</p> <p>To receive a report of the Head of Scrutiny and Member Development presenting a formal response to the recommendations arising from the Board's previous inquiry into tackling domestic violence and abuse.</p>	29 - 48

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>2014/15 QUARTER 1 PERFORMANCE REPORT</p> <p>To receive a report of the Director of Environment and Housing and Assistant Chief Executive (Citizens and Communities) setting out the position at Quarter 1 in relation to the performance areas relevant to the Board's remit.</p>	49 - 66
10			<p>SCRUTINY INQUIRIES - DRAFT TERMS OF REFERENCE</p> <p>To receive a report from the Head of Scrutiny and Member Development presenting draft terms of reference for forthcoming Scrutiny Board inquiries.</p> <p>(Appendix 1 and 2 to follow)</p>	67 - 68
11			<p>WORK SCHEDULE</p> <p>To consider the Board's work schedule for the forthcoming municipal year.</p>	69 - 92
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 13 October 2014 at 10.00 am in the Civic Hall, Leeds</p> <p>(Pre-meeting for Board Members at 9.30 am)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	

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SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 28TH JULY, 2014

PRESENT: Councillor B Anderson in the Chair

Councillors J Bentley, A Blackburn, J Dunn,
R Grahame, M Harland, P Harrand,
J Jarosz, K Renshaw, K Ritchie,
M Robinson and N Walshaw

12 Late Items

There were no late items.

13 Declarations of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

14 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillor B Urry, with Councillor K Renshaw in attendance as substitute.

15 Minutes - 30 June 2014

RESOLVED – That the minutes of the meeting held on 30 June 2014 be confirmed as a correct record.

16 Refreshed West Yorkshire Police and Crime Plan and draft Safer Leeds Strategy 2014-2015

The report of the Head of Scrutiny and Member Development presented the refreshed West Yorkshire Police and Crime Plan 2013-2018, published in May 2014, and a draft of the Safer Leeds Strategy 2014/15 for the Board's consideration.

The following were in attendance for this item:

- Mark Burns-Williamson, West Yorkshire Police and Crime Commissioner
- Kelly Laycock, Partnership Manager, Office of the Police and Crime Commissioner for West Yorkshire
- Neil Evans, Director of Environment and Housing and Chair of Safer Leeds
- Chief Superintendent Sam Millar, Chief Officer Community Safety
- Councillor Mark Dobson, Executive Member for Cleaner, Stronger and Safer Communities

The Chair invited Mr Burns-Williamson to provide an overview of the key priorities set out in the refreshed Police and Crime Plan. In doing so, particular references were made to the introduction of two new priorities – understanding ‘cyber’ crime and improving road safety. In acknowledging the Scrutiny Board’s particular interests in the role of Police Community Support Officers, tackling prostitution, human trafficking and legal highs, the Commissioner reinforced his commitment and highlighted planned actions linked to such areas of work.

In response to Members comments and questions, the following key issues were raised:

- Road Safety – Members welcomed the introduction of road safety as a key priority area in the Police and Crime Plan. In acknowledging links with the anti-social behaviour agenda, the Commissioner highlighted his intention to work closely with Community Safety Partnerships to explore local solutions to improving road safety and reinforced the importance of partnership working in this regard.
- Human Trafficking – the Commissioner referred to a new multi-agency approach, working with an organisation called ‘Hope for Justice’ aimed at addressing human trafficking and welcomed further suggestions of which partners need to be engaged in this agenda. The Commissioner also highlighted the intention to work collaboratively with other Police and Crime Commissioners to consider wider actions to help tackle human trafficking nationally.
- Detection rates – Members noted that performance information set out in the Police and Crime Plan focused more on conviction rates. The Commissioner assured the Board that robust accountability processes are in place that also include detection rates and trends as well as comparisons with other Force areas. The Commissioner agreed to provide additional performance information to the Scrutiny Board as appropriate.
- Performance data – Members also requested details of actual performance figures linked to the indicators set out in the Police and Crime Plan and suggested that future Plans should include actual figures alongside the percentage rates.
- Frontline policing – the Commissioner reinforced his commitment towards frontline policing but also highlighted that as it stands, West Yorkshire Police will lose £157m from its budget by 2016/17, which is a 31% budget reduction over six years.
- Hate Crime – Members requested further information linked to the ongoing work surrounding the development of a measure for satisfaction of victims of hate crime.
- Domestic Violence – further to the inquiry recently undertaken by Scrutiny, Members reinforced the need for better integration of services in tackling domestic violence and abuse. This was echoed by the Commissioner who also reinforced his commitment to commission services that provide appropriate support to victims to make them feel safe and help them recover.

- Proceeds of Crime – the Commissioner highlighted that a proportion (50%) of the funding received through the Proceeds of Crime is being allocated to the Safer Communities Fund for community projects to bid for funding linked to the priorities set out in the Police and Crime Plan. The other 50% received back will be used for operational policing.
- Ensuring integrity and creating confidence – Members reiterated the importance of gaining public trust and confidence in policing and the wider criminal justice system and welcomed the Commissioner’s commitment in this regard as set out in the Police and Crime Plan.
- Draft Safer Leeds Strategy – Members welcomed the draft Strategy, recognising that the local community safety priorities and shared outcomes reflected many of the priorities within the wider Police and Crime Plan. Whilst acknowledging that the draft Strategy does not include Road Safety as a priority area at this stage, Members were informed that further work would be undertaken by the Safer Leeds Partnership, in liaison with the Commissioner, to establish how best to take forward this particular agenda.

RESOLVED –

- (a) That the report and the refreshed West Yorkshire Police and Crime Plan be noted
- (b) That the Scrutiny Board’s observations on the Draft Safer Leeds Strategy are fed back to the Safer Leeds Executive at its meeting on 30 July 2014
- (c) That the requests for additional information as set out above are progressed via the Board’s Principal Scrutiny Adviser.

(Councillor A Blackburn arrived at 10.40 am during consideration of this item)

17 2013/14 Quarter 4 Performance Report

The report of the Director of Environment and Housing and Assistant Chief Executive (Citizens and Communities) set out the performance position at Quarter 4 in relation to those areas relevant to the Board’s remit.

The following were in attendance for this item:

- Neil Evans, Director of Environment and Housing
- Councillor Peter Gruen, Executive Member for Neighbourhoods, Planning and Personnel

In consideration of the report, the following issues were raised by the Board:

- Street cleanliness – Members emphasised the importance of effective cleanliness of main artery roads but also acknowledged the additional health and safety measures required in undertaken such work i.e. the need for planned road closures. Reference was also made to pedestrian subways and the need for these to be incorporated into the core programme for street cleanliness.

- Environmental enforcement – Members discussed the need for robust enforcement of littering and fly-tipping across the city and the key role of Environmental Action Teams. Reference was made to the positive impact of relevant enforcement initiatives in the city centre.
- Garden waste – Members discussed the Council's brown bin collection service and noted the intention to review this service following the implementation of alternate weekly collections across the city.
- Recycling performance data – Members requested more up-to-date performance information as well as comparative data with other core cities.
- Glass recycling – Members emphasised the need for the Council to investigate and encourage any supermarkets in Leeds that are not already providing glass bring banks to explore this option.
- Accessibility of refuse collections vehicles – Members discussed issues that impact the accessibility of refuse collection vehicles, such as overgrown hedging and parked cars, and were pleased to note that such factors are being considered by the service.

RESOLVED – That the report be noted.

(There was a break during this item between 12 pm and 12.15 pm as the Chair brought forward the item on Community Committees to enable questioning of the relevant Executive Board Member)

18 Community Committees Update

The report of the Head of Scrutiny and Member Development presented an update in relation to the new Community Committees. A copy of the Terms of Reference and Procedure Rules for Community Committees were attached to this report for Members' information.

The following were in attendance for this item:

- Councillor Peter Gruen, Executive Member for Neighbourhoods, Planning and Personnel
- Rory Barke, Area Leader Corporate, Citizens and Communities

In discussing the role of Community Committees, the following key issues were raised:

- Reports to Community Committees – particular importance was placed on Community Committees receiving more succinct and locally focused reports that will also appeal to members of the community. Linked to this, Members also stressed the need for senior officers to respond positively to invitations of attendance by Community Committees.
- Area based delegations – Members acknowledged the intention to challenge and move decision-making closer to communities wherever possible and the Scrutiny Board's intention to undertake a piece of work this year to look at options for area based delegations.

RESOLVED – That the report be noted.

(Councillor N Walshaw left the meeting at 12.05 pm during consideration of this item)

(Councillor J Jarosz left the meeting at 12.10 pm during consideration of this item)

19 Work Schedule

The report of the Head of Scrutiny and Member Development presented the Board's current work schedule. The minutes of the Executive Board meeting held on 25 June 2014 were also appended to this report for Members' information.

The Chair reminded Board Members of the following forthcoming working group meetings:

- Scoping the Board's review on the role of PCSOs and the wider integrated partnership models – Monday 4 August at 9 am.
- Scoping the Board's review on area based delegations to Community Committees – Monday 1 September 2014 at 11.30 am.

The Chair also informed the Board that the Housing and Regeneration Scrutiny Board is holding a working group meeting on 28 August to consider the draft Leeds Housing Standard prior to it being agreed by Executive Board in September. As such, invitations were being extended to the Sustainable Economy and Culture Scrutiny Board and the Safer and Stronger Communities Scrutiny Board to nominate a representative to contribute to this working group meeting as a joint piece of Scrutiny work.

RESOLVED –

- (a) That the Board's work schedule and the Executive Board minutes be noted.
- (b) That Councillor Barry Anderson attends the Scrutiny working group meeting on 28 August 2014 to represent the Board in consideration of the draft Leeds Housing Standard.

20 Date and Time of Next Meeting

Monday, 15 September 2014 at 10.00 am. (Pre-meeting for all Board Members at 9.30 am.)

(The meeting concluded at 12.40 pm)

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Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 15th September 2014

Subject: Request for Scrutiny

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input 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 request for Scrutiny has been received from a member of the public, Mrs Carolyn Walker, in relation to the Peckfield Landfill Site near Micklefield. Mrs Walker has requested that the Scrutiny Board considers the ongoing issues linked to the operation of this site and the role of the Council and the Environment Agency in this regard.
2. Mrs Walker has been invited to today's meeting to present her request to the Board. Representatives from Environment and Housing, City Development and the Environment Agency have also been invited to respond to this request.
3. Attached to this report is a briefing paper from the Environment Agency summarising the regulatory work undertaken at the Peckfield Landfill Site over the last 12 months. Also attached is a copy of a community newsletter from the Environment Agency entitled 'Keeping you informed' and dated July 2014.
4. The decision whether or not to further investigate matters raised by a request for scrutiny is the sole responsibility of the Scrutiny Board. As such, any decision in this regard is final and there is no right of appeal.
5. When considering the request for Scrutiny, the Scrutiny Board may wish to consider:
 - If further information is required before considering whether further scrutiny should be undertaken;

- If a similar or related issue is already being examined by Scrutiny or has been considered by Scrutiny recently;
- If the matter raised is of sufficient significance and has the potential for scrutiny to produce realistic recommendations that could be implemented and lead to tangible improvements;
- The impact on the Board's current workload;
- The time available to undertake further scrutiny;
- The level of resources required to carry out further scrutiny;
- Whether an Inquiry should be undertaken.

Recommendations

6. The Scrutiny Board is asked to:

- (i) Consider the request for Scrutiny from Mrs Walker.
- (ii) Consider the response of the representatives from Environment and Housing, City Development and the Environment Agency to the issues raised.
- (iii) Determine if it wishes to undertake further scrutiny of this matter.

Background papers¹

7. None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Summary of our work at Peckfield Landfill Site

Introduction

Our role is to protect the environment so everyone can enjoy the benefits of a clean, safe and healthy place to live, work and play. Landfill sites should be operated in a way which minimises their impact on the environment and the local economy. We implemented a new approach to the regulation of Peckfield landfill site in the last year to give significant extra resource to address ongoing issues at the site. Environment Officer Robin Bispham has been tasked with co-ordinating the proactive regulation of the site, and Environment Management Team Leader Claire Dickinson is tasked with coordinating communications and engagement for the site. This has been successful in giving the appropriate focus and resource to both regulation and contact from local residents and councillors.

Peckfield Landfill

Peckfield is a non-hazardous landfill located immediately due west of the village of Micklefield, Leeds. The landfill is located in an old limestone quarry and has been in operation since the early 90s. The site has residential properties on three sides, including the village of Micklefield. The majority of residents are downwind of the prevailing wind direction and some of them are located less than 250m from the site boundary.

The main issues with the site in the last year have been leachate levels in the landfill, and odour. Gas management has been the principal cause of odour and one of our main areas of focus. Significant progress has been made at the site over the last 12 months through our proactive regulation. Officers make a record of visits to the site on compliance assessment report (CAR) forms, and

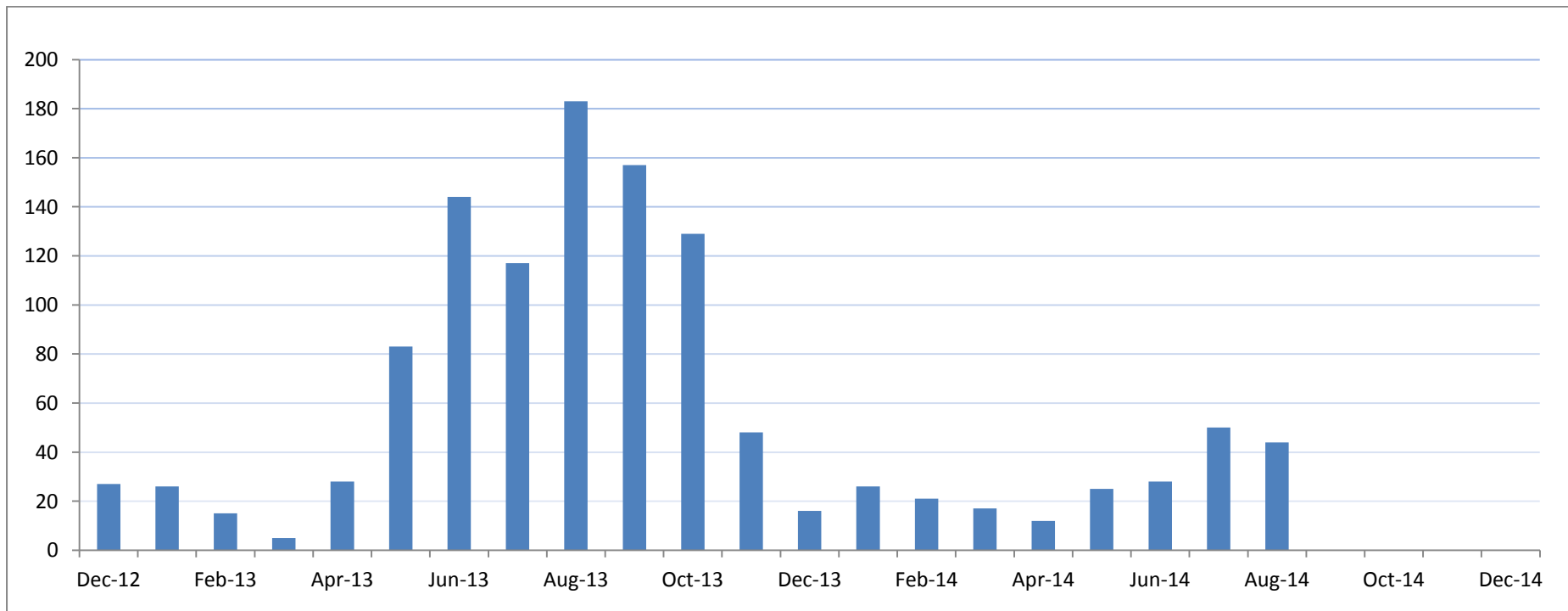
when breaches of the permit are noted, works to remedy any issue by a deadline can be enforced by use of enforcement notices. Improvements have been realised in terms of the site performance (particularly regarding gas control) and how we work with the local residents. This has translated into a significant reduction in the number of complaints and impact on the environment.

In conjunction with the regulatory effort at the site, considerable time has been invested in working to improve our relationships locally with the residents of Micklefield, local ward councillors, waste management and planning departments within Leeds City Council and Micklefield Parish council. This has included:

- * Use of a specific email account for emailing any questions/concerns,
- * Working with the Parish Council to have our monthly newsletter delivered to every household in Micklefield alongside theirs,
- * Regular presence in the village engaging with local residents to address concerns and explain our regulatory response,
- * Regular contact with ward councillors to update them on our work,
- * Engaging fully with residents regarding their concerns about potential health impacts from living in close proximity to the site. In order to ensure we do this to the highest standards we have established links with colleagues in Public Health England (PHE) and provided data for their review.
- * Working with our other professional partners (West Yorkshire Police, Trading Standards, HMRC fuels team and VOSA) to check operations at the site.

Summary

Attached is a summary of our regulatory work at Peckfield landfill site over the last 12 months. We realise that this is not the end of the journey and we hope that these interventions, coupled with our ongoing regulatory effort, will secure long term improvements for the residents of Micklefield.



Odour reports by month: 3 Dec 2012 - 22nd August 2014

Summary of site activity and regulation, May 2013 – August 2014.

May 2013

Summary for May 2013. Environment Officers (EO's) undertook odour assessments during the month and perceived odour from the landfill site at a level likely to cause pollution on 5 occasions. Officers described odour as that of landfill gas and rotting rubbish. The findings show that an ongoing breach of permit condition 3.3.1 took place. The ongoing amenity non-compliance has been categorised as Category 2 under our Compliance Classification Scheme (CCS).

- 08th May 2013 – Application forms submitted for an administrative variation to the permit. Registered name of the operator changed from Caird Bardon Ltd to Caird Peckfield Ltd. All other details (including company number) remain the same.
- 10th May 2013 – Site inspection carried out by Environment Officer. Odour complaints received whilst EO was on site. The level of odour was sufficient enough to consider it a breach of the odour condition of the permit.
- 10th May 2013 – The EO advised Caird Peckfield Ltd that the Odour Management Plan (OMP) (received 8th May 2013) would not be approved due to the generality of it and the lack of consideration of EA published guidance. Revised OMP requested.

June 2013

Summary for June 2013. Environment Officers undertook odour assessments during the month and perceived odour from the landfill site at a level likely to cause pollution on 8 occasions. The finding shows that an ongoing breach of permit condition 3.3.1 took place. The ongoing amenity non-compliance has been categorised as Category 2 under CCS.

- 09th June 2013 - Out-of-hours inspection carried out. The purpose of this inspection was to check the use of appropriate cover while the landfill was closed for the weekend, as a number of complaints had been received regarding a rotting waste odour in the evenings and overnight. A large number of birds were present on site, due to a lack of pest control in operation



at the weekend. Waste had been left exposed in one corner of cell 7. This was noted as a failure to operate in accordance with procedures that manage and minimise the risk of pollution (condition 1.1.1 (a)). This was categorised as Category 3 under CCS. A distinctive waste odour was evident off site but it was not considered to be at a level constituting pollution, although it was noted as being noticeable and unpleasant.

- 14th June 2013 – Site inspection due to ongoing odour complaints during the previous fortnight. 8 received on 13/06/13 and substantiated by the EO. Odour described as a distinct odour of rubbish. A further 8 received on 14/06/13 out of operational hours. Tipping face noted to be large and widespread, with a single compactor, in operation. Large number of birds scavenging on site. Ongoing breach of odour condition 3.3.1 of the permit noted on the CAR form. Breach of management condition 1.1.1 (a) also noted, in that the site is not being operated in accordance with a management system that identifies and minimised the risks of pollution with respect to offsite amenity.
- 14th June 2013 – During the site inspection it was noted that the operator was trialling an odour masking spray for the first time. The spray was hooked to a generator and attached to the litter fencing at the northern side of cell 7. The prevailing wind was blowing the spray across a field of oil seed rape towards Miners Mews, at the corner of Pit Lane and Great North road. The EO expressed concern that the operator was actively trialling odour masking sprays without having agreed an odour management plan with the EA. It was noted that the use of this equipment was deemed premature by the EO when basic odour control measures are not in place. Such measures include maintaining a tight tipping face, staggering the times of waste deliveries, use of inert material for cover and using intermediate cover during the day. It was noted that an OMP would help the operator to identify problematic waste streams and target any active odour control measures when these are accepted onto site.
- 14th June 2013 – Letter handed to the operator during site inspection formally requesting an OMP be submitted for approval. CAR form also notes that enforcement action is being considered until appropriate management systems are in place.
- 26th June 2013 – Site inspection to identify if any improvements had been made to the tipping face following previous visit on the 14/06/13. Active tipping face was sufficiently covered. Tipping has now started in cell 7 in view of the village of Micklefield. An odour neutraliser spray was being used in addition to the spray noted at the previous visit. No breaches of permit conditions noted.

July 2013

Summary for July 2013. EO's undertook 6 odour assessments during the month and perceived odour from the landfill site at a level likely to cause pollution on 3 occasions. Odour descriptions by authorised officers were of landfill gas and rotting rubbish. The finding shows that an ongoing breach of permit condition 3.3.1 took place. The ongoing amenity non-compliance has been categorised as Category 2 under CCS. The score was suspended pending compliance with the Regulation 36 enforcement notice.

- **1st July 2013** – Following further odour complaints, odour assessment and site inspection carried out. Odour determined to be not at a level to constitute pollution. Odorous compost like material (CLO) being stockpiled on site for restoration (Waste code 19 05 99 compost derived from non-source segregated waste). CLO is not an approved waste. CAR form noted that all CLO should be removed from site and import of this material should stop in order to comply with permitted activities. The operator was advised that the landfill site is not permitted to dispose of 19 05 99. A permit breach in respect of this was recorded. This was categorised as Category 3 under CCS. EO also made a further request for an OMP to be submitted.
- **07th July 2013** – Continuing out of hours complaints regarding odour from the site are being received. Out of hours inspection and odour assessment carried out. Odour determined to be not at a level to constitute pollution. A lack of cover material in cell 7 was noted and logged as a breach of permit management condition 1.1.1 (a). This was categorised as Category 3 under CCS. The CLO material identified on site during the inspection on 01/07/13 was still present. A non compliance for this was not noted as it was recorded on the previous inspection. The EO advised the operator again that this material is not an approved waste stream and should be removed from site.
- **12th July 2013 – Regulation 36 notice** served on the operator requiring them to submit an acceptable OMP which takes account of the relevant guidance (H4 guidance on odour management) and to submit a copy of their written management system that identifies and minimises the risk of pollution. Both documents are required by 14th August 2013 12:00pm.
- **12th July 2013 – Regulation 36 notice** served on the operator to reduce the levels of leachate present in all cells to 1.5m above cell base or less by 11th July 2014.



- **17th July 2013** – Site inspection carried out. Large volume of leachate accumulating outside a newly installed leachate well. The emission of leachate to ground and groundwater was categorised as a Category 2 breach of permit condition 3.1.1. The root cause of the leachate breakout was identified as a lack of an adequate management system. This was requested in the Regulation 36 notice dated 12th July 2013.
- **28th July 2013** – Out of hours inspection carried out to check condition of site closedown procedures following complaints about odour, flies and birds from Micklefield residents. Odour was detected at a level likely to cause pollution. Odour was described as a distinct waste odour. At the tipping face large areas were uncovered and it was noted as being too steep to manage appropriately. Breach of permit conditions 1.1.1 and 3.3.1 were noted and recorded as Category 3 under CCS. The scores were suspended in line with CCS guidance as a Regulation 36 notice is currently in force. The CLO material first noted on the 01/07/13 was still present on site. The EO confirmed that this material is an unauthorised deposit of waste.
- **31st July 2013** – A pre planned site inspection carried out with Leeds City Council Planning staff. A landfill gas odour was detected off site and recorded as a Category 3 breach of odour condition 3.3.1 and management condition 1.1.1. The scores were suspended in line with CCS guidance as a Regulation 36 notice is currently in force.

August 2013

Summary for August 2013. Permit breach substantiated by an authorised officer once during the month.

- **06th August 2013** – Out of hours inspection and odour assessment carried out. Odour was not detected at a level likely to cause pollution.
- **12th August 2013** – Site inspection and odour assessment carried out following complaints. A strong landfill odour was detected at a level likely to cause pollution. Receptors were not being affected due to the prevailing wind direction. A considerable amount of leachate had leaked out of cell 9 by leachate pump 1. A Category 2 breach of management condition 1.1.1 (a) was recorded. The score was suspended pending compliance with the Regulation 36 enforcement notice (dated 12th July 2013 – requirement to submit a copy of written management system that identifies and minimises the risk of pollution). Conditions were extremely windy and litter was at risk of leaving the site. The EO asked for the deployment of

dust bowsers to dampen the area down as dust was being blown off site with vehicle movements. This was not considered a breach of the permit as a direct effect on nearby properties was not witnessed.

- **13th August 2013** – Caird Peckfield provided a hard copy of their site operational procedures (their 'management system') in order to satisfy that part of the Regulation 36 notice from 12th July 2013.
- **14th August 2013** – Caird Peckfield's consultant submitted a copy of a new Odour Management Plan for the site.
- **19th August 2013** – Site inspection and odour assessment carried out. Odour was not detected at a level likely to cause pollution.
- **23rd August 2013** – Authorised officer responded to operator with comments on OMP explaining that it could not be approved and requesting prompt submission of revised OMP. The officer explained that the OMP could not be approved as it was largely a copy of an example OMP provided by the officer to assist the operator, and some items were irrelevant to Peckfield. The OMP did not contain specific details on how odour would be effectively managed at the site.
- **27th August 2013** – Follow up email sent to operator requesting submission of revised OMP by 30th August.
- **31st August 2013** - Out of hours inspection and odour assessment carried out. Odour was not detected in New Micklefield however a strong landfill gas odour at a level likely to cause pollution was noted whilst walking the perimeter of the site. An ongoing Category 2 non compliance with condition 3.3.1 of the permit was recorded. This was attributed to a lack of active gas control in cells 8/9A and 10A. The leachate extraction pumps were also noted as not working in the base of cell 10. This was recorded as a Category 3 breach of management condition 1.1.1(a).

September 2013

Summary for September 2013. EO's undertook odour assessments during the month and perceived odour from the landfill site at a level likely to cause pollution on 2 occasions. Odour descriptions by authorised officers were of landfill gas and rotting rubbish. The finding shows that an ongoing breach of permit condition 3.3.1 took place. The ongoing amenity non-compliance has been categorised as Category 2 under CCS. The score has not been suspended as the requirement to submit and operate in accordance with an approved OMP was not fulfilled.

- 11th September 2013 – Site inspection and odour assessment carried out. A strong continuous waste odour was detected at a level likely to cause pollution. The tipping face was steep and was not being covered as a result. This was recorded as a breach of permit condition 3.3.1 in relation to odour (included in the summary CAR form dated 3^{0th} September 2013) A Category 3 breach of management condition 1.1.1 (a) was also recorded due to the lack of cover on the tipping face.
- 20th September 2013 - **Regulation 36 notice served** on the operator requiring them to submit an acceptable OMP which takes account of the relevant guidance (H4 guidance on odour management) and comments provided by the EA in an email on 23rd August 2013. Document required by 07th October 2013.
- 20th September 2013 – Site inspection and odour assessment carried out. The odour was recorded as a combination of waste and landfill gas/leachate. The predominant odour was that of rotting domestic waste. A breach of management condition 1.1.1 (a) was not applied at the time of the visit due to cover being applied to reduce the size of the open area.
- 27th September 2013 - Site inspection and odour assessment carried out. Odour determined to be not at a level to constitute pollution. Tipping face inspected and noted to be 25-30m x 40m. Cover was not being applied at the time of the visit. It was noted that had the wind direction been towards the village of New Micklefield it is likely that residents would have been affected by the odour. The EO inspected the cover material adjacent to the tipping area and noted it to contain small pieces of plastic/broken plasterboard and gypsum. A Category 3 breach of permit condition 2.7.1 was recorded. The root cause

was determined to be a failure to implement waste inspection procedures at the weighbridge and tipping face. A Category 3 breach of permit condition 2.7.2 was also recorded.

October 2013

Summary for October 2013. EO's undertook odour assessments during the month and perceived odour from the landfill site at a level likely to cause pollution on 6 occasions. Odour descriptions by authorised officers were of landfill gas and/or rotting rubbish. The finding shows that an ongoing breach of permit condition 3.3.1 took place. The ongoing amenity non-compliance has been categorised as Category 2 under CCS.

- 02nd October 2013 – Site inspection and odour assessment carried out. Waste odour detected, not considered to be at a level likely to cause pollution. Gas wells on site observed to be disconnected in preparation for the laying of the temporary cap. Advice and guidance given to explain that the gas wells need to be reconnected progressively as the plastic is deployed. Progressive reconnection is an appropriate measure for the control of odour release from the site. Tipping face observed to be large and progressive cover not being placed.
- 6th October 2013 – Revised odour management plan received from Waste2Resource consultancy. This has been reviewed by an area officer and is currently under peer review by a national officer. The OMP has not yet been approved.
- 08th October 2013 – Site inspection carried out. Advice given to reconnect gas wells as soon as possible. Failure to do this will be viewed as appropriate measures not being taken. Tipping face observed to be steep and progressive cover not being applied. Inappropriate cover material (consisting of high levels of broken plaster/gypsum) being used. Category 3 breach of condition 2.7.1 recorded.
- 18th October 2013 – Odour assessment and site inspection carried out. Gas odour detected off site at a level likely to cause pollution. Tipping face observed to be more manageable and progressive cover with soil was being applied. Further advice given with regards to the reconnection of gas collection infrastructure.



- 22nd October 2013 – Odour assessment and site inspection carried out. Gas and waste derived odours were detected offsite at a level likely to cause pollution. CPL advised of our intention to serve a notice requiring reconnection of leachate risers to the gas extraction system and adequate gas extraction on the internal flank of cells 9a, 9b and 10a. .
- 23rd October 2013 – **Regulation 36 notice served** on the operator detailing steps required to address the problems with the leachate risers and flank management.

November 2013

Summary for November 2013 Permit breach not substantiated during the month. Odour assessments were carried out on a total of 9 occasions in November. Odour was not detected at a level likely to cause pollution. Feedback from residents suggests that the odour issues are much worse overnight and early on a morning. In response, out of hours odour assessments will be carried out in December.

- 05th November 2013 – Site inspection to check compliance with Regulation 36 notice dated 23rd October 2013. Leachate wells 18, 19 and 20 connected in to the gas extraction system. A new section of gas main installed down the internal flank of cell 9b. The work carried out to comply with the notice has resulted in an increase in gas collection by approximately 20%. Steps 1-3 in the notice considered complied with (Step 4 remains in place until completion of temporary capping works on cells 9a, 9b and 10a).
- 07th November 2013 – Gazomat survey carried out. The Gazomat emissions survey identified two priority areas where emissions of landfill gas were unacceptably high. Inadequate cover also noted in cell 10a. Category 3 breach of management condition 1.1.1 (a) recorded.
- 12th November 2013 – **Regulation 36 notice served** on the operator, requiring installation of a gas extraction system in cell 10a and installation of sealed caps on 7 sidewall risers. Date for completion 31st December 2013.

- 12th November 2013 – **Day of Action** – joint initiative between EA, West Yorks Police, West Yorks Trading Standards Service, HMRC Fuels' team and Vehicle Operator Services Agency (VOSA).
- 26th November 2013 – OMP still not at an acceptable standard for approval. CPL is therefore in breach of the notice dated 20th September 2013. Warning letter for the offence issued on 27th November 2013.

December 2013

Summary for December 2013. Permit breach substantiated by an authorised officer twice during the month out of hours. On both occasions odour was detected at a level likely to cause pollution.

- 4th December 2013 – In response to health concerns raised by a number of local residents we produced a report on the detailed composition of landfill gas for discussion at a meeting with Public Health England, local councillors and local residents. In summary there is nothing to indicate that exposure to landfill gas would have significant negative health impacts. We also conducted hydrogen sulphide (rotten egg smelling gas) monitoring in the village.
- 4th December 2013 – Facilitated a meeting between EA, Public Health England (PHE), local councillors and a group of residents to address potential health impacts from the landfill site. Residents outlined their health concerns and asked if these could be linked to the landfill site. We provided PHE with air quality monitoring data to aid their assessments. PHE have agreed to review this data and provide a written response to address residents concerns. PHE have also committed to assessing how much General Practitioner data is available for further study, and at what level, to form future actions. A further meeting has been scheduled for February.
- 5th December 2013 – Category 2 litter incident attended. Litter was noted as not being collected in a timely manner. **Regulation 36 notice served** on the operator requiring collection and disposal of all the litter by 12th December 2013.
- 13th December 2013 – Officer in Micklefield to check compliance with the notice dated 12th December 2013. Evidence of some litter high up in the trees however ground conditions not stable enough for this to be collected using man lifting equipment.

Deadline for compliance extended – CPL Ltd must ensure that the remaining items of litter are collected as soon as ground conditions allow.

Note: The number of odour assessments undertaken by authorised officers during July to September was proportionally fewer than previous months due to a change in approach to undertaking proactive rather than reactive assessments, triggered by the number of odour incident reports received. The number of reports in these months remained high and authorised officers were able to substantiate them without a site visit using the Common Incident Classification Scheme Operational Instruction (04_01) and based on the following factors:

- The number of reports in a given timeframe
- The prevailing weather conditions
- the likelihood of Peckfield being the source of the problem (landfill related odours affecting residents of New Micklefield when the wind direction is Westerly or South Westerly could only come from Peckfield).

January 2014

Summary for January 2014. Odour detected at a level likely to cause pollution substantiated by an authorised officer once during the month out of hours. A permit breach was not recorded on this occasion due to appropriate measures assessments in relation to gas control, are currently ongoing.

- 15th January 2014 – Methane emission survey carried out on site in order to assess compliance with step 1 of the Regulation 36 notice served on 12th November 2013. A significant reduction in surface landfill gas emissions was found, with some localised point source issues that need to be addressed.
- 29th January 2014 – Joint site inspection with EA and LCC Planning officers. Levels of cover on site adequate. Concerns about the effectiveness of the wheel wash raised and advice and guidance given.

February 2014

Summary for February 2014. Odour assessment carried out, out of hours once during the month. Odour not detected at a level likely to cause pollution.

- 03rd February 2014 - Check level survey carried out (to check the height of the waste) to verify operator's own survey undertaken in January 2014. Generally good agreement between the two surveys.
- 13th February 2014 – Detailed compliance review undertaken to establish progress towards compliance with the 12th July 2013 regulation 36 notice (reduce leachate head levels).
- 20th February 2014 – Follow up meeting between EA, Public Health England (PHE), local councillors and a group of residents to address potential health impacts from the landfill site.
- 21st February 2014 – **Regulation 36 notice served** on the operator to complete permanent capping of a large area of the site by 18th July 2014.
- 25th February 2014 – Requested operator to provide a written gas and flank management plan specific to the new cell to be tipped (cell 10B).
- 26th February 2014 - Methane emissions survey carried out on site in order to further assess compliance with step 1 of the Regulation 36 notice served on 12th November 2013. Inspection of the operations in the new cell (cell 10b) also carried out. Discussion had with the operator regarding the need for sacrificial gas collection in this cell. Operator deemed to have met the conditions within the Regulation 36 notice of 12th November 2013.

March 2014

Summary for March 2014. Odour assessment carried out, out of hours once during the month. 'Waste' odour detected at a level likely to cause pollution at one of the monitoring points. Unable to access the site to determine if appropriate measures being taken, permit breach not recorded.

- 3rd March 2014 – 6 odour complaints received in the evening.
- 11th March 2014 – Internal investigation as to the cause of the complaints on the 6th March completed by the operator. Inspection of the gas compound to understand why this incident occurred. Back to back mains failures found to be the cause of the problem. A permit breach was not recorded on this occasion given that this was a rare event, not foreseeable and that normal operations of the engines was restored as soon as safety critical process controls allowed.
- 13 odour complaints received between 17th March 2014 and 19th March 2014
- 19th March 2014 – Odour assessment and site inspection carried out in response to spike in odour complaints. Distinct agricultural odours present in the village. It was established that a local farmer had been undertaking land spreading operations on land adjacent to the landfill during the preceding week. Site inspection confirmed adequate levels of cover being placed. Additional litter netting requirements along the top of the current cell discussed with the operator.
- 31st March 2014 – V3.0 of the Odour Management Plan reviewed. Not approved but recommended to follow it in its current form as it contains a lot of good practice.
 - 31st March 2014 V1.0 of the Emissions management plan for the control of litter (requested following litter escape in December 2013) reviewed. Not fully approved but recommended to follow it in its current form as it contains a lot of good practice.

April 2014

Summary for April 2014. Odour assessments were not carried out due to the low number of complaints received in any one day (12 odour complaints in total for the month)

- 17th April 2014 – General site inspection carried out. Capping works ongoing. New litter netting installed to intercept litter blown up the flank. Cover being progressively placed.

May 2014

Summary for May 2014. Odour assessments were not carried out due to the low number of complaints received in any one day (25 odour complaints in total for the month).

- 08th May 2014 – Site inspection focusing on operations in the new cell (cell 10b) and ongoing capping works.
- 09th May 2014 – Following provision by the operator of incorrect groundwater data for the month of August 2013 - **Regulation 36 notice served** requiring provision of laboratory test certificates for groundwater samples provided to EA between April and December 2013.
- 20th May 2014 - Check monitoring visit to survey surface gas emissions from the site, namely to assess emissions from the current operational cell, cell 10b. Surface gas emissions found to be elevated on the new waste flank. Operator instructed to install next set of horizontal gas wells by 1st June 2014.

June 2014

Summary for June 2014. Odour assessments carried out on 4 occasions during the month. On two occasions odour was detected at a level likely to cause pollution.

- 10th June 2014 – 12 odour complaints received. Odour assessment and site inspection carried out. Odour at a level likely to cause pollution detected at one of the monitoring points. Large area of uncovered waste seen on site. Category 3 permit breach recorded. This is the first breach of the odour condition this year – operator advised that if this issue is failed to be addressed immediately, another ongoing category 2 breach will be recorded. In this situation this breach will be upgraded to a category 2 breach.
- 11th June 2014 – Odour assessment carried out. Waste odours at a level likely to cause pollution detected at one of the monitoring points. Site inspection carried out and operator advised that tipping face remains too large.
- 13th June 2014 – Odour assessment carried out – no landfill odours detected. Site inspection carried out – smaller tipping face evident and progressive cover being applied.
- 23rd June 2014 – Odour assessment carried out – no landfill odours detected at any of the monitoring points.
- 26th June 2014 – Site inspection carried out in response to a rise in the number of complaints regarding dust and flies. Further advice and guidance given regarding the size of the tipping ace and cover material.

July 2014

Summary for July 2014. Odour assessments carried out on 6 occasions. On one occasion odour was detected at a level likely to cause pollution.

- 04th July 2014 - Odour assessment carried out. No landfill gas odours detected at any of the monitoring points.
- 09th July 2014 – Odour assessment carried out. No landfill gas odours detected at any of the monitoring points.

- 14th July 2014 – Odour assessment carried out. Landfill gas detected at a level likely to cause pollution at one of the monitoring points.
- 17th July 2014 – Odour assessment carried out. Landfill odours detected at 4 of the monitoring points but not deemed to be at a level likely to cause pollution. No permit breaches scored.
- 24th July 2014 – Site inspection - Extensive noise monitoring carried out in response to ongoing complaints in conjunction with Arevon (on site contractor who manage the gas compound). Replacement ‘silencer’ fitted to one of the units to test if reduction in low frequency noise achieved. If proved to be successful ‘silencers’ to be ordered for the other units.
- 27th July 2014 – Odour assessment carried out. Landfill odours detected at one of the monitoring points but not deemed to be at a level likely to cause pollution.
- 28th July 2-14 – Odour assessment carried out. No landfill gas odours detected at any of the monitoring points.

August 2014

- 11th August 2014 – EA led variation to allow the tipping of inert material only in an area closest to the village (cell 10c) issued to the operator.

Keeping you informed

Update on our work at Peckfield Landfill Site

July 2014

Our role is to protect the environment so everyone can enjoy the benefits of a clean, safe and healthy place to live, work and play. Landfill sites should be operated in a way which minimises their impact on the environment and the local economy.

What has been happening recently?

- Variation of the permit

We have been working on a change to the site's environmental permit that will prevent the operator from tipping odorous wastes into an area of the quarry close to the village (cell 10c or the Eastern Neb). This variation is intended to limit the future potential for odour impact in the village by ensuring that this area, which is close to residential properties, can only be filled with inert (non-odorous) waste. We have produced a draft notice of variation which has been sent to Micklefield Parish Council and the local Planning Authority for consultation. We expect to be in a position to issue the final variation notice shortly after the ten day consultation period has elapsed on 14 July 2014.

- Landfill Gas infrastructure Works

We were recently approached by Caird Peckfield Ltd, who wished to enlist our help to notify the community of essential upcoming works to the landfill gas system. The works included disconnecting parts of the system to introduce new pipes and valves to increase efficiency in the long term. The works to the system were completed on 4th July 2014. One of our officers attended the site on the 4th, and confirmed that the landfill gas system had been satisfactorily reconnected. The potential for odour release is increased when this type of work is carried out. However, it is necessary in order to maintain the systems that provide long term benefit in terms of odour control. We did experience an increase in the number of odour complaints during the period of these works.

Further works are planned during July, which involve the excavation of a trench, into which a plastic liner for a new section of capping (a plastic seal on the surface of the site) will be 'anchored' in order to secure it. These works should take no longer than a few days to carry out and Caird Peckfield Ltd will advise when the works have been completed. As with the work described above there is increased potential for odour release during this type of activity, however, installation of the cap will provide long term benefits in terms of odour control. We will ensure the community is kept informed, by sending a message on behalf of Caird Peckfield Ltd, out via the Micklefield mailbox and ensuring it is posted on the Micklefield Community Enhancement facebook page.

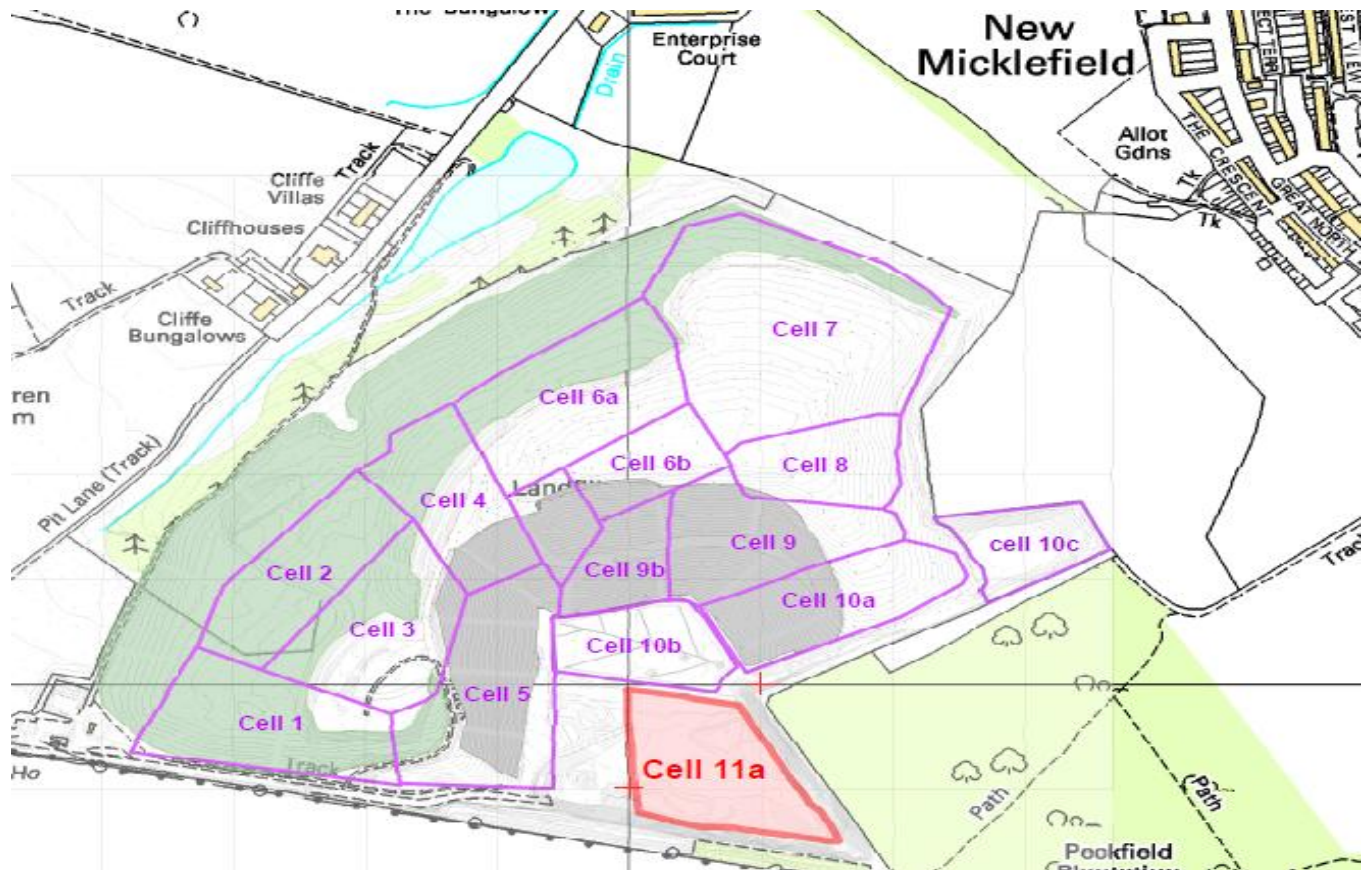
We will endeavour to proactively send information about planned work of this nature via the 'Micklefield mailbox'.

If you wish to receive our updates, please get in touch with **Claire Dickinson** by emailing micklefield@environment-agency.gov.uk.



Flies

We have received a number of reports recently regarding the presence of an increased number of flies in the village. We carried out an inspection on 26 June 2014 during which, we assessed the level of fly activity on site. The level of fly activity on site was low at that time, and there was no evidence of breeding areas/infestation. The operator employs a pest control contractor that has a presence on site during operational hours who is responsible for routine surveillance of fly activity. The contractor also has ready access to spraying equipment and suitable pesticide should areas that warrant treatment be identified. We will continue to monitor fly activity on site during our site inspections.



Next Cell

Waste tipping operations are currently in Cell 10b. The next cell to be tipped with waste will be cell 11a in the base of the quarry, as shown on the map above. We are currently in the process of assessing the designed and build proposals for this new cell. We anticipate that construction will start this summer.

How you can help us

We run a 24-hour incident hotline. You can use this number to tell us if the site is causing a nuisance. Our hotline number is 0800 807060. In order to gather reliable evidence we need reports to be timely and accurate. The officer taking the lead on our engagement with the community is Claire Dickinson. You can contact Claire by emailing micklefield@environment-agency.gov.uk or through our Customer Service number 03708 506506.

customer service line
03708 506 506

incident hotline
0800 80 70 60

floodline
0345 988 1188
0845 988 1188

www.gov.uk/environment-agency



Report author: Angela Brogden
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Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 15th September 2014

Subject: Inquiry into tackling domestic violence and abuse – formal response to the Scrutiny Board’s recommendations

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. Last year, the Safer and Stronger Communities Scrutiny Board conducted an in-depth inquiry into tackling domestic violence and abuse, with a particular focus on improving the early detection and referral of victims and perpetrators of domestic violence and abuse.

2. In acknowledging the complexity and cross-cutting nature of this area of work, the Children and Families Scrutiny Board and the Health and Wellbeing and Adult Social Care Scrutiny Board were also invited to nominate a representative to assist in undertaking this inquiry.

3. The inquiry concluded in March 2014 and a report setting out the Scrutiny Board’s findings and recommendations was published on 9th June 2014.

4. It is the normal practice to request a formal response from the relevant Directorate(s) to the Board’s recommendations once a report has been published. Details of the formal response to the Board’s recommendations are attached for Members’ consideration (see appendix 1).

Recommendations

5. Members are asked to consider the formal response to the recommendations arising from the Scrutiny Board's inquiry into tackling domestic violence and abuse.

Background papers¹

6. None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

- **Maximising local intelligence through strong partnership working**

Desired Outcome – That there is an inclusive multi-sector partnership approach in driving forward a citywide Domestic Violence and Abuse Strategy and Action Plan including Performance Management.

Recommendation 1

That the Chair of the Leeds Domestic Violence Strategy Group:

(i) Liaises with the Leeds Clinical Commissioning Groups to identify a commissioning representative(s) to join the Leeds Domestic Violence Strategy Group.

(ii) Reviews the membership of the Leeds Domestic Violence Strategy Group, reflecting on recommendation 2 of the NICE public health guidance published in February 2014, to ensure it is relevant and inclusive.

(iii) Liaises with the Chair of the Leeds Children’s Trust Board to consider appropriate membership of the Leeds Domestic Violence Strategy Group in reflecting support to children and families.

Formal response:

- 1) The CCGs have agreed that a clinical lead (GP) will represent all three organisations at the strategy group. This is most likely to be Dr Yen Anderson but will be confirmed by 1 September.
- 2) The membership of the Leeds Domestic Violence Strategy Group reflects the majority of the services detailed in recommendation 2 of the NICE guidance. A review of membership will be undertaken by October 2014 and relevant services / organisations approached for representation in line with the NICE guidance recommendation.
- 3) Children’s Social Work, Children’s Targeted Services, Youth Offending and the Children’s Safeguarding Board are currently represented on the Leeds Domestic Violence Strategy Group. The Chair of the group will liaise with the Chair of the Leeds Children’s Trust Board to ensure that membership is appropriately reflects support to children and families.

Additional response from the Director of Children’s Services:

The Director of Children’s services will ensure that there is appropriate officer attendance from Children’s Services on the Leeds Domestic Violence Strategy Group.

The Chair of the Leeds Domestic Violence Strategy Group and Chair of the Leeds Children’s Trust Board will meet to review membership of the Leeds Domestic Violence Strategy Group to ensure that it reflects the needs of children and families.

- **Raising the profile of domestic violence as a public health priority**

Desired Outcome – There are clear linkages made between the Leeds Domestic Violence and Abuse Strategy and Action Plan and other relevant citywide strategies and action plans.

Recommendation 2

That the Chair of the Leeds Domestic Violence Strategy Group takes a lead on working with the Chairs of the local Strategic Partnerships to identify where linkages between the Domestic Violence and Abuse Strategy and Action Plan and other relevant citywide strategies and action plans need to be established or strengthened.

Formal response:

The Chair of the Leeds Domestic Violence Strategy Group will liaise with the Chairs of the five Strategic Partnership Boards on an on-going basis ensure that domestic violence is reflected in relevant citywide strategies and action plans and to arrange for items relating to delivery of the Domestic Violence and Abuse Strategy and Action Plan to be presented to these Boards as appropriate.

- **Identifying and addressing key barriers to disclosure**

Desired Outcome – That victims of domestic violence and abuse feel confident in accessing support and advice through the Leeds Domestic Violence 24 telephone helpline.

Recommendation 3

That the Chair of the Leeds Domestic Violence Strategy Group leads on working with the Leeds Domestic Violence Service in actively promoting the Leeds Domestic Violence 24 telephone helpline and making it more explicit that victims can also use this helpline anonymously.

Formal response:

- 1) As part of the Leeds Domestic Violence Programme, a public awareness campaign will be delivered to raise awareness of both the Leeds Domestic Violence 24 telephone helpline and the Leeds domestic violence and abuse website which is under development. The publicity campaign is currently in the design phase and service users and practitioners will be consulted on the development of the materials.
- 2) A multi-agency review will be undertaken of commissioned domestic violence services which will include an evaluation of the 24 hour phone line to understand capacity and effectiveness. The review is timetabled for 2014/15 and will be concluded by the autumn of 2015.

Desired Outcome – That a virtual one stop facility is established to provide a comprehensive overview of the provision available in tackling domestic violence and abuse in Leeds and the appropriate referral pathways targeted at both victims and perpetrators of domestic violence and abuse.

Recommendation 4

That the Chair of the Leeds Domestic Violence Strategy Group progresses immediately with the development of a virtual one stop facility dedicated to tackling domestic violence and abuse and ensures that it is targeted at both victims and perpetrators and also acts as an effective tool for practitioners to use in terms of improving their understanding of existing provisions and the appropriate referral pathways.

Formal response:

The virtual one stop facility is currently under development and is scheduled to go live in October 2014. A number of practitioners have contributed to the content of the website and both the content and branding will be subject to consultation with service users, practitioners and the public. The website will be targeted at victims and survivors, perpetrators, practitioners, children and young people and the public.

Desired Outcome – That the additional barriers facing BME communities are recognised and factored into the commissioning framework for the provision of domestic violence and abuse services in Leeds.

Recommendation 5

That the Chair of the Leeds Domestic Violence Strategy Group ensures that the following service issues are factored into existing and future commissioning frameworks for the provision of domestic violence and abuse services in Leeds:

- Enabling easier access to an accredited interpreter service, appropriately trained in relation to honour based abuse
- Provision of local specialist services for BME communities
- Provision of outreach services within particular vulnerable communities
- Enabling easy access to specialist advice services surrounding immigration status

Formal response:

- 1) A multi-agency review will be undertaken of commissioned domestic violence services during 2014/15 which will include an appraisal of how best to provide accessible and specialist services to BME communities and vulnerable communities. The review will ensure that appropriate and good quality responses to BME and vulnerable service users are factored into future commissioning frameworks.
- 2) Work is currently being undertaken to make variations to the specifications for LCC commissioned services. Access issues for BME and vulnerable service users are being considered.
- 3) The Domestic Violence Team is currently working with Corporate Communications to investigate different translation software options for the website.

Desired Outcome – That actions arising from the governments ‘A Call to End Violence against Women and Girls’ Action Plan 2014 are maximised locally to help reduce the acceptance of honour based crimes.

Recommendation 6

That the Chair of the Leeds Domestic Violence Strategy Group ensures that planned actions set out in the government’s ‘A Call to End Violence against Women and Girls’ Action Plan 2014 are closely monitored and utilised at a local level aimed at reducing the acceptance of honour based crimes.

Formal response:

- 1) The government’s ‘A Call to End Violence against Women and Girls’ Action Plan 2014m is not currently monitored and formally utilised at a local level.
- 2) The issue of honour based crimes is currently addressed through practitioner training delivered by the Domestic Violence Team
- 3) Responding to vulnerable groups, including honour based violence, FGM and forced marriage, is a requirement within the Domestic Violence Quality Mark training and this will continue to be the case
- 4) There are other responses across the council, for example, victims of forced marriage accessing the one stop shop in Harehills
- 5) The Domestic Violence Team has links with Karma Nirvana, an organisation that supports victims of honour crimes and forced marriages

• **Promoting and enabling early detection**

Desired Outcome – That there is sufficient capacity within the Leeds Domestic Violence Team to deliver domestic violence training and assist services across a wide range of sectors to attain the Safer Leeds Domestic Violence Quality Mark.

Recommendation 7

That the Chief Officer of Community Safety leads on working with the Leeds Domestic Violence Team to identify the capacity needs of the team in delivering effective training to assist services across a wide range of sectors to attain the Safer Leeds Domestic Violence Quality Mark.

Formal response:

- 1) The Domestic Violence Team (DVT) is largely responsible for delivering DV training and the DV Quality Mark. The structure and capacity of the DVT within Safer Leeds is currently under review as part of a wider review and re-structure of the Domestic Homicide Review process. As such, the capacity is likely to be enhanced and a clear focus for the team is the capability to deliver the Quality Mark.
- 2) As part of the current DHR review and with a desire to want to ensure that lessons learned are incorporated in daily business, there is a greater focus on the quality mark and our ability to ensure that as wide a market as possible is reached. It is clear that the status and credibility of achieving the quality mark is now part of the factors driving the review of the DVT.

- 3) In October 2014 the City is due to deliver its first DV themed Conference. Part of the theme of this Conference will be the highlighting of the quality mark and the role of it within Organisations. This driver is being led and delivered by the DVT and hence capacity needs to be able to meet demand.
- 4) There is currently being developed in Leeds some good practice from other Local Authorities and Forces. The new model is very much a broad framework for delivering DV services across the City and the role of the DVT is critical to it. As part of this holistic approach to delivering DV services, the current DVT capacity is being enhanced by seconded staff so that a model for the team can be developed to ensure it is fit for purpose in the new Leeds District model.

Desired Outcome – That the Safer Leeds Domestic Violence Quality Mark is being actively promoted across the health and social care sector in Leeds.

Recommendation 8

That the Chair of the Leeds Domestic Violence Strategy Group leads on encouraging greater take-up of domestic violence training linked to the Safer Leeds Domestic Violence Quality Mark by making clear associations with the training recommendations set out in the NICE public health guidance document published in February 2014.

Formal response:

- 1) The content and model of delivery for the Safer Leeds Domestic Violence Quality Mark is currently being reviewed to ensure that there is capacity to respond to a greater take up of the training. The review will also consider the best way to promote and potentially prioritise organisations to be assessed against the quality mark.
- 2) Quality marks are in development for the private sector, for children's clusters and GPs to respond to the specific needs of businesses, GPs, schools and other agencies that work with, and support, families and children.
- 3) A Leeds domestic violence conference is scheduled for October / November 2014 where the Safer Leeds Domestic Violence Quality Mark will be promoted to a range of organisations across the city
- 4) The Quality Mark will also be advertised on the practitioner pages of the virtual one stop facility

Desired Outcome – That GPs are given the knowledge and capacity to identify domestic violence and abuse and support patients at the point of disclosure to act immediately in seeking advice and support.

Recommendation 9

That the Chair of the Leeds Domestic Violence Strategy Group and the local Clinical Commissioning Groups:

- I. Work closely with the Leeds Domestic Violence Team in taking forward the recommendation of NICE and delivering integrated training for clinicians and administrative staff in local GP practices
- II. Look at the feasibility of developing an initiative in Leeds based around the Identification and Referral to Improve Safety (IRIS) initiative in Bristol
- III. Work closely with GP practices to promote the need to create safe environments at the point of disclosure of domestic violence and abuse whereby patients are offered more time and a private environment to support them in accessing immediate advice and support rather than rely on them making a self-referral after the appointment.

Formal response:

- 1) Working with the identified clinical lead from the CCGs, the Domestic Violence Team will actively promote the domestic violence materials on the health pathway and map of medicines to GPs.
- 2) The Public Health Post seconded to the Domestic Violence Team will provide targeted training to GPs and briefings to GP safeguarding leads (again working with the clinical lead).
- 3) A bespoke Domestic Violence Quality Mark is in development for GPs.
- 4) The Quality Mark training is being reviewed and will reflect the suggested levels of training in the NICE guidance in the future. This will include creating safe environments at the point of disclosure of domestic violence and abuse.
- 5) The CCGs through the identified clinical lead and working with the Chair of the Domestic Violence Strategy Group will look at the feasibility of the IRIS and report back to the Strategy Group by December 2014.

Desired Outcome – That the views of Scrutiny are considered alongside other key stakeholders, including the Trade Unions, in the development of the Council's Domestic Violence Policy and Guidance document.

Recommendation 10

That the Chief Officer HR ensures that the views of Scrutiny are considered alongside other key stakeholders, including the Trade Unions, in the development of the Council's Domestic Violence Policy and Guidance document. In summary these include the following:

- Establishing linkages to undertaking stress linked assessments
- Exploring the merits of re-introducing 'Zero Tolerance Officers' in association with the principle of having additional link officers for staff to approach.
- Making it explicit that employees do not have to disclose their identity to obtain initial information and advice from the employee assistance provider service.
- Ensuring that the policy signposts perpetrators to support services too.
- Ensuring that the policy makes clear references to the Children's Safeguarding Policy in terms of when incidents need to be referred to Children's Social Work Services.

Formal response:

- 1) Working closely with Community Safety, the Trade Unions and employee assistance provider to ensure the promotion of confidentiality, support and signposting within the Policy.

Desired Outcome – That information regarding referrals that relate to Council employees is captured effectively through closer linkages between HR, the Duty and Advice Team and Adult Safeguarding.

Recommendation 11

That the Chief Officer HR leads on establishing closer linkages between HR, the Duty and Advice Team and Adult Safeguarding so that information regarding referrals that relate to Council employees can be captured effectively.

Formal response:

Working with the identified groups we are currently ensuring stronger links with Community Safety and the Duty and Advice team to capture the information.

Desired Outcome – That domestic violence training is incorporated into the Managers Challenge Programme.

Recommendation 12

That the Chief Officer HR leads on working with the Leeds Domestic Violence Team to incorporate training around identifying and responding to domestic violence into the Managers Challenge Programme.

Formal response:

Currently working with Community Safety and Leeds Domestic Violence Team to include Domestic violence training in the Managers Challenge Programme.

Desired Outcome - That the Council's Domestic Violence Policy and Guidance is actively promoted across the wider business community as a good practice model.

Recommendation 13

That the Chair of the Leeds Domestic Violence Strategy Group leads on working closely with the Chief Officer HR and the Chair of the Joint Trade Union Committee to explore opportunities to promote the Council's own Domestic Violence Policy and Guidance document as a good practice model across the wider business community.

Formal response:

The LCC Domestic Policy is in final draft form and consultation is taking place with the Trade Unions. The Domestic Violence Team will promote the Council's Domestic Violence Policy and Guidance as best practice to a range of organisations through the delivery of the Domestic Violence Quality Mark.

Desired Outcome – That the local referral and assessment process relating to FGM, as set out in the procedures of the Leeds Safeguarding Children Board, is widely promoted across the city.

Recommendation 14

That the Chair of the Leeds Domestic Violence Strategy Group works with the Chair of the Leeds Safeguarding Children Board in maximising opportunities to actively promote the local referral and assessment process relating to FGM.

Formal response:

The Chair of the Domestic Violence Strategy Group, as a member of the Leeds Childrens Safeguarding Board, is working with the Chair of the Leeds Safeguarding Children Board to maximise opportunities to actively promote the local referral and assessment process relating to FGM. This will continue to be reviewed and assessed through regular discussion and actions agreed at the Safeguarding Board.

Desired Outcome – That by December 2014, information sharing protocols between partner agencies relating to domestic violence and abuse have been reviewed to ensure they are robust and fit for purpose.

Recommendation 15

That the Chair of the Leeds Domestic Violence Strategy Group ensures that a review of existing information sharing protocols between partner agencies relating to domestic violence is completed by December 2014 to ensure they are robust and fit for purpose.

Formal response:

As part of the Domestic Violence Programme, existing information sharing protocols between partner agencies will be reviewed and new arrangements established if required. This work will be undertaken as part of the targeted work being undertaken to further develop the Front Door.

- **Responding effectively to disclosures**

Desired Outcome – That Leeds responds positively to the recommendations arising from the 2014 HMIC inspection in relation to the effectiveness of the police approach to domestic violence and abuse.

Recommendation 16

That the Chair of the Leeds Domestic Violence Strategy Group works closely with the Leeds Divisional Commander to ensure that all of the recommendations arising from the HMIC inspection are being reflected within local policing services.

Formal response:

The Chair of the Leeds Domestic Violence Strategy Group and the Chief Officer Community Safety will work closely with the Leeds Divisional Commander to receive updates on progress with respect to the recommendations arising from the HMIC inspection and ensure the provision of any required partnership support.

Desired Outcome – That there is a single point of contact to refer all incidents of domestic violence and abuse which provides a holistic multi-agency approach in meeting the needs of the victim and their family.

Recommendation 17

That the Chair of the Leeds Domestic Violence Strategy Group explores the feasibility of establishing a single point of contact, building on the current ‘front door’ arrangements, to refer all incidents of domestic violence and abuse with the aim of providing a holistic multi-agency approach in meeting the needs of the victim and their family. In particular, the victim should receive advocacy and support in accessing safe accommodation and, where necessary, a school place for their children.

Formal response:

The Front Door has been established, co-locating Police, Children’s Social Work and Health Staff to provide immediate assessment, triage and action planning of domestic violence referrals involving children. Adult Safeguarding staff have also been involved in these arrangements. A project is now underway to expand the remit of the scheme to include high risk referrals not involving children and to invite representation from other relevant services and organisations to provide holistic support to the victim and their family. It is anticipated that the new arrangements will be in place by August 2015.

Desired Outcome – That Domestic Violence Protection Notices (DVPN) and Domestic Violence Protection Orders (DVPOs) are utilised and monitored effectively within Leeds.

Recommendation 18

That the Chair of the Leeds Domestic Violence Strategy Group works with the Leeds Divisional Commander to monitor the effective use of Domestic Violence Protection Notices (DVPN) and Domestic Violence Protection Orders (DVPOs) in Leeds.

Formal response:

The Chair of the Leeds Domestic Violence Strategy Group and the Chief Officer Community Safety will work with the Leeds Divisional Commander to monitor the use of DVPOs in Leeds. The effectiveness will be reported to the Strategy Group and to the Safer Leeds Executive.

Desired Outcome – That vital skills and expertise built up within the third sector in terms of tackling domestic violence and abuse is being effectively harnessed.

Recommendation 19

That the Chair of the Leeds Domestic Violence Strategy Group leads on exploring how the Council and other commissioners of services can assist in ensuring that vital skills and expertise built up within the third sector in tackling domestic violence and abuse is effectively harnessed.

Formal response:

- 1) The Domestic Violence Forum is a sub-group of the Domestic Violence Strategy Group which comprises of third sector members. The group provides and opportunity for networking and raising practice issues. The forum is often utilised by the Domestic Violence Team to consult on service reviews or new initiatives e.g. the group will be consulted on the development of the virtual one stop facility
- 2) Additionally the third sector is represented at the Leeds Domestic Violence Strategy Group as key partners.
- 3) The Third sector will continue to be involved in the evaluation of services such as Caring Dads and will be heavily involved in the review of commissioned domestic violence services.

Desired Outcome – There is greater consistency and quality assurance across all schools in tackling domestic violence and abuse through effective cluster partnership working.

Recommendation 20

That the Chair of the Leeds Domestic Violence Strategy Group leads on working with the Director of Children's Services, the Chair of the Leeds Children's Trust Board and the Leeds Domestic Violence Team in developing a customised domestic violence charter mark that is based around a set of minimum standards for cluster partnerships to aspire to.

Formal response:

A Domestic Violence Quality Mark is currently being piloted for cluster partnerships. The cluster based work involves delivering sessions to practitioners in children and young people's services and schools to promote and support the use of resources to address domestic violence. This includes looking at useful interventions for those children and young people affected by domestic violence as well as looking at preventative work around conflict resolution, respect, equality and sexual consent. Restorative practice is one of the models promoted as part of a menu of options to foster healthy relationships.

Additional response from the Director of Children's Services:

The Director of Children's services will review the existing plans in clusters around domestic violence identifying work done and any areas for further development. A draft chartermark is currently being finalised. This will be developed further with a number of clusters in the Autumn and roll out to further Clusters later in the financial year. A number of Clusters have been identified to be included in the first phase of Cluster training and development, the final decision will be made by the end of September. The DV team will have increased capacity from the beginning of September with staff seconded from YOS to lead on this area of activity.

Desired Outcome – That clear associations are made between tackling domestic violence and abuse and the significant impacts this can have on achieving the 3 main obsessions as set out within the Children and Young People’s Plan.

Recommendation 21

That the Chair of the Leeds Domestic Violence Strategy Group works closely with the Chair of the Leeds Children’s Trust Board to make clear within the Children and Young People’s Plan how tackling domestic violence and abuse can have significant impacts on achieving the 3 main obsessions set out within the plan.

Formal response:

- 1) The Chair of the Leeds Domestic Violence Strategy Group is a member of the Children’s Trust Board. The Trust Board is clear on how tackling domestic violence can have significant impacts on achieving the three main obsessions within the plan. Working with the Chair of the Trust Board and the Director of Children’s Services, the Chair will continue to ensure that the Children and Young People Plan has a clear focus on tackling abuse and violence.
- 2) Strong links exist between the Safer Leeds Executive, the Leeds Adult Safeguarding Board and the Leeds Safeguarding Children Board. Key documents such as the Children and Young People’s Plan will be presented at all three Boards.
- 3) The Domestic Violence Team were involved in the development of the Think Family Protocol and are consulted when the Children and Young People’s Plan is revised.

Additional response of the Director of Children’s Services:

The behaviour of adults is recognised by the Leeds Children’s Trust Board as the most significant contributory factor leading to children becoming looked after and subject to a child protection plan.

Domestic violence has been identified as an issue in over 50% of cases where children under 5 become looked after.

The Leeds Children and Young People’s Plan is revised.

Desired Outcome – That existing communication mechanisms linked to schools are maximised to promote the importance of tackling domestic violence and abuse and sharing good practice.

Recommendation 22

That the Chair of the Leeds Domestic Violence Strategy Group works closely with the Director of Children’s Services to ensure that existing communication mechanisms linked to schools are maximised to promote the importance of tackling domestic violence and abuse and sharing good practice. Such mechanisms should include the Leeds Education Hub website and the 4-Heads peer support model.

Formal response:

- 1) The Chair of the Leeds Domestic Violence Strategy Group will continue work with the Director of Childrens Services and the Deputy Director with responsibility for education to ensure that existing communication mechanisms are maximised. This includes greater working with the Youth Council to ensure the voice of the child and young person is heard in relation to how the impact of domestic violence and abuse is understood in a school setting.
- 2) See response to recommendation 20 re. cluster work

Additional response of the Director of Children’s Services:

The Director of Children’s Services will ensure that the relevant training and information for practitioners in schools is provided, to assist them to effectively identify, support, protect and undertake direct work with children, young people at risk of, or experiencing honour based violence through :

- Developing a ‘light bite’ awareness raising session for school professionals to access.
- A preventative curriculum resources page on Leeds Education Hub for PSCHE and designated lead officers, with practical resources for schools.
- Making sure that schools complete and disseminate DV policies.
- Working with the LSCB, devise and develop an Honour Based Violence Policy for all professionals.
- Using the existing communication mechanisms, particularly designated lead officers, to raise the profile of domestic violence and abuse and promote existing good practice amongst schools and clusters.

Desired Outcome – That there is a clear mechanism in place to ensure that schools across the city are informed immediately of any incidences/referrals associated with a pupil so that they can respond appropriately and sensitively to the needs of that child and also to family members.

Recommendation 23

That the Chair of the Leeds Domestic Violence Strategy Group works closely with the Director of Children’s Services and the Leeds Divisional Commander to ensure that there continues to be commitment from all key partners towards the development of ‘Operation Encompass’ within Leeds.

Formal response:

The Chair of the Leeds Domestic Violence Strategy Group will work closely with the Director of Children’s Services and the Leeds Divisional Commander to monitor progress with respect to ‘Operation Encompass’ and report back to the Leeds Domestic Violence Strategy Group.

Additional response of the Director of Children’s Services:

The Chair of the Leeds Domestic Violence Strategy Group, the Director of Children’s Services and the Divisional Commander will work to ensure the principles of ‘Operation Encompass’ are explored, understood and developed in Leeds. The detail of exactly how this will take place will be determined over the next few months.

- **Investing in preventative measures**

Desired Outcome – That Leeds has developed a sustainable approach towards effective management and engagement of perpetrators of domestic violence and abuse.

Recommendation 24

That the Chair of the Leeds Domestic Violence Strategy Group ensures that work is undertaken immediately to develop a Leeds model aimed at providing a more sustainable approach towards effective management and engagement of perpetrators of domestic violence and abuse.

Formal response:

- 1) The Caring Dads programme is currently being piloted across 3 areas with a total of 30 men signed up to a 17 week group programme. Caring Dads is a parenting programme which seeks to improve relationships between men and their children and reduce abuse to partners.
- 2) The requirements for perpetrator services in Leeds will be confirmed as part of the review of commissioned services. It is estimated that this will commence within the next two years.
- 3) An interim solution is currently being developed for perpetrators who are not fathers to ensure that there are a range of responses to perpetrators in Leeds.

Desired Outcome – That the effectiveness of local domestic violence perpetrator services and programmes can be clearly demonstrated through robust evaluation processes.

Recommendation 25

That the Chair of the Leeds Domestic Violence Strategy Group ensures that work is undertaken immediately with existing providers of domestic violence perpetrator services and programmes in developing a robust evaluation process aimed at assisting service providers to demonstrate the effectiveness of future programmes.

That particular progress surrounding such work is brought back to Scrutiny for consideration in September 2014.

Formal response:

- 1) Caring Dads will be evaluated externally by Leeds University. This will involve analysis of police call outs along with questionnaires and interviews with perpetrators, victims, Social Workers, the Caring Dads facilitator and Victims' Support Workers. The team are also considering how they can include the voices of children. This approach to evaluation can be replicated on other perpetrator schemes if it is considered to be robust and provide the evidence required.
- 2) Any new perpetrator service that is delivered or commissioned by the Council will include the requirement to achieve outcomes and key performance indicators

Desired Outcome – That there is greater awareness of, and a multi-agency response to, adolescent to parent abuse in Leeds.

Recommendation 26

That the Chair of the Leeds Domestic Violence Strategy Group leads on undertaking work to ensure the following:

- (i) That local and national intelligence surrounding the risks posed by adolescent to parent violence is widely disseminated to increase greater awareness of this growing area of concern and galvanise action in tackling this problem.
- (ii) That the lessons arising from the Parents and Children Together (PACT) programme are used to inform the provision of future services in providing a multi-agency response to adolescent to parent abuse in Leeds.

Formal response:

- 1) The Domestic Violence Team and the Youth Offending Service co-deliver a course to practitioners to increase understanding of adolescent to parent abuse including risks. This will continue to be delivered.
- 2) An Operational Manager from the Youth Offending Service delivered a presentation on domestic violence in teenage intimate relationships to a range of partners at the Domestic Violence Strategy Group in April 2014. She also talked about adolescent to parent abuse.
- 3) The Youth Offending Service co-hosted a child to parent abuse conference with Leeds

University on Tuesday 15th July 2014 with speakers from the youth justice board, academia and practice. Leeds PACT presented an item and the PACT parent mentor who attended the first PACT programme and who has co-facilitated the latest programme spoke at the conference. The Youth Offending Service will continue to seek out similar opportunities.

- 4) The PACT programme, which responds to adolescent to parent abuse, is currently being delivered to adolescent boys and their mothers. The evaluation of the first programme has been produced and is being used to inform future programmes. The evaluation is scheduled to be presented to the Domestic Violence Programme Board in September 2014.

Additional response of the Director of Children's Services:

(i) The Director of Children's Services will ensure that Leeds YOS leads on this area of work through raising awareness in Leeds across all partners. The service will monitor and report on take up of:

- A one day awareness raising course on adolescent to parent violence with Leeds domestic violence unit, piloted as part of the City council's domestic violence training for the workforce in Leeds.
- A 2 day training programme to support practitioners in this area across a range of multi-agency teams.

The Leeds YOS has been asked to present at the Leeds domestic violence strategy meeting to facilitate discussion with a view to highlighting further actions that need to be undertaken in Leeds.

(ii) The Director of Children's Services will ensure that the learning from the PACT programme informs future planning through:

Disseminating the findings from the evaluation of the programme, particularly the impact on parents.

Working in partnership with Leeds University to identify how to evaluate the programme from an academic perspective.

To host the YJB launch of guidance for local areas on adolescent to parent violence early next year. This will hopefully also provide the opportunity to continue local conversations about how we take the work forward in Leeds.

To disseminate a new model of working with domestic violence in Leeds around adolescent to parent abuse. The challenges identified are:

- Ensuring all services who work/come into contact with children and families understand and have a shared approach to tackling adolescent to parent violence-ideally a shared protocol.
- Meeting the significant demand for the programme.
- Improving the first response to this issue so families are identified and appropriate support identified.

Desired Outcome – That the Domestic Violence Disclosure Scheme is utilised and monitored effectively within Leeds.

Recommendation 27

That the Chair of the Leeds Domestic Violence Strategy Group works with the Leeds Divisional Commander to monitor the effective use of the Domestic Violence Disclosure Scheme in Leeds.

Formal response:

The Head of Localities and Safeguarding, Community Safety chairs the MARAC meetings and the effective use of the Domestic Violence Disclosure Scheme will be reviewed at the MARAC Strategic Group. Progress and any issues will be reported back to the Chair of the Leeds Domestic Violence Strategy Group.

Desired Outcome – That all local head teachers and governing bodies understand the significant impact that targeted prevention programmes based around respect and conflict resolution can have in helping future generations to understand and develop healthier relationships.

Recommendation 28

That the Chair of the Leeds Domestic Violence Strategy Group works closely with the Chair of the Leeds Children's Trust Board and Director of Children's Services to raise greater awareness amongst local head teachers and governing bodies of the significant impact that targeted prevention programmes based around respect and conflict resolution, whether delivered through PSHE and/or SRE, can have in helping future generations to understand and develop healthier relationships.

Formal response:

- 1) An aspect of the work currently being piloted with cluster partnerships is talking about how to promote healthy relationships amongst students. Restorative practice is one of the models promoted as part of a menu of options to foster healthy relationships.
- 2) See response to question 20 for details of work with cluster partnerships

Additional response of the Director of Children's Services:

The Director of Children's Services will monitor and report on take up of training for school staff, head teachers, designated safeguarding leads and governors on the importance of the preventative curriculum in relation to domestic violence. In relation to:

- The **Primary PSHE Scheme of work and Secondary PSHE schemes of work** including units on a spiralling curriculum on relationships, which includes the wider Sex and Relationship Education.
- A new training programme -'**Is this Love? Healthy relationships and young**

people' (http://www.schoolwellbeing.co.uk/training_courses/58) which provides an insight into the issue of abuse within teenage relationships including the current government campaign tackling the issue, explores OFSTED requirements in relation to safeguarding and pupil health and wellbeing, consider ways in which to educate and embed key learning into the PSHE curriculum through interactive activities.

- The jointly facilitated **'The Challenge! How to deliver CSE, Pornography and Teenage Domestic Abuse' (including FGM and forced marriages)** co facilitated with the Domestic Violence Unit and Education and Early Years safeguarding team, on how schools can best join up their delivery and resource bank to support the teaching and learning about positive healthy relationships and young people as a whole.
- The take up of **classroom based sessions to Primary schools** which includes activities adapted from a range of quality resources; beginning to explore the issue of acceptable behaviour within relationships. With the aim that pupils will be able to identify positive qualities within a relationship, recognise acceptable/unacceptable behaviours, identify sources of support
- The take up of **classroom based sessions to Secondary schools** which uses Bristol's Safer Partnership resource 'Spiralling' to explore the concept of an 'unhealthy' relationship and enables young people to gain an understanding of behaviours which are controlling and abusive. With the aim the pupils will be able to recognise the early warning signs of an abusive relationship, define behaviours which are controlling and abusive, identify sources of support for someone who is involved in an abusive relationship.

Desired Outcome – That all local head teachers and governing bodies understand the significant added value to be gained through embedding restorative practices in schools and feel supported in taking this forward within their own school.

Recommendation 29

That the Chair of the Leeds Children's Trust Board and the Director of Children's Services ensures that further work is undertaken immediately to raise greater awareness amongst local head teachers and governing bodies of the significant added value to be gained through embedding restorative practices by citing existing good practices. Linked to this, assistance should be given to schools in taking forward this approach.

Formal response:

The Chair of the Leeds Trust Board and the Director of Children's Services will ensure that the Partner Headteachers and the Governors Support Service develop and implement a training plan for restorative practice. This will be introduced to all schools and learning settings. This area of work will underpin the leadership and management strand of the Leeds for Learning programme.



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**Report of Director of Environment and Housing and Assistant Chief Executive
(Citizens and Communities)**

Report to Safer and Stronger Communities Scrutiny Board

Date: 15th September 2014

Subject: 2014/15 Quarter 1 Performance Report

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. Last year the Safer and Stronger Communities Scrutiny Board agreed revised arrangements for reporting performance across its remit. This includes receiving on a quarterly basis a report which highlights good performance as well as performance in service areas where trends are changing and/or performance is showing signs of deterioration. It also allows the Director / Assistant Chief Executive an opportunity to identify any emerging areas of concern or risks. This report sets out the position at Quarter 1 in relation to the performance areas relevant to the board. Appendices 1 and 2 provide separate highlight reports from the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities).

Recommendations

2. Members are invited to consider the Quarter 1 highlight reports of the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities) which are provided as appendices to this covering report.

1 Purpose of this report

- 1.1 The purpose of the report is to provide the Board with Quarter 1 highlight reports from the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities), showing areas of good performance as well as performance issues linked to changes in trends or where performance has dipped. It also provides an opportunity for the Director and Assistant Chief Executive to identify any other emerging areas of concern or risks.

2 Background information

- 2.1 This is a new way of reporting performance that was agreed by the Board last year. It also takes account of the changing corporate reporting arrangements. In addition to receiving quarterly highlight reports, the Board will receive, on an alternate basis, more detailed reports covering the Safer and Stronger aspects of the Board's remit from the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities). These will be provided at Quarter 1 and Quarter 2.
- 2.2 This quarter is therefore focusing on the Safer element and members are invited to note the Safer Leeds Accountability Report Cards which are appended to this report (Appendices 3a, 3b and 3c) These provide more detailed information on performance trends and outline the key actions that have taken place, as well as planned activities for the next quarter.

3 Main issues

3.1 Environment & Housing

- 3.1.1 The highlight report is given as Appendix 1 to this report.

- 3.1.2 Areas of performance to highlight include:

- Domestic Burglary which continues to show year on year improvement. Leeds has maintained its position against other core cities and has closed the gap between the next city. Trends are continuing to be tracked on a monthly basis to identify any areas for concern at a district and local level.
- Anti-social Behaviour – there has been an increase in noise reports reflecting the integration of the daytime service and out of hours noise nuisance into LASBT. The last 12 months show an increase of 12.4% on the same period in the previous year.
- Domestic Violence which is showing continuing improvement in terms of repeat victimisation rates. To support the domestic violence strategy, the service has started to monitor repeat suspect rates and will use information to influence delivery. In the 12 months to June 2014 the 12 month rolling repeat suspect rate stood at 16.2% (2,287 repeat suspects).
- Drugs and Alcohol programmes which are continuing to deliver improved levels of successful completions.

- Missed bins figures based on customer feedback which have dropped over Quarter 1 and show significant improvement on 2013/14 Q1 figures.
- Recycling YTD figures which, although slightly below the year-end target, is still showing the highest ever performance by the Council at 43.7% - 3.4% higher than 2012/13.
- Tonnage to landfill which has met the target and is showing significant year on year improvement – 22,000 tonnes less waste to landfill than the previous year.
- Members may also wish to note that a new system is due to be introduced which it is anticipated will allow us to provide more up to date figures for recycling and landfill.
- Grounds maintenance will be reviewed once the end of the mowing season is reached in late October and we will be in a better position to present a full “season” view reflecting seasonal issues and the effect of weather factors.
- Street cleanliness figures for 2013/14 were reported to Members at the last Scrutiny Board Meeting. The summer survey is still ongoing so we expect to provide updated figures for the next board meeting.

3.2 Citizens & Communities

- 3.2.1 The Communities Board has now met three times and is due to meet again on the 12th September. A steering group is developing project proposals which it is hoped will be signed off by the Board at this meeting. Once these are agreed, with associated work activities, appropriate performance measures will be developed and will in the future be reported to this board.
- 3.2.2 To support and promote the community committees strong new branding and guidance has been developed, 8 out of 10 community committees have fully operational ‘Facebook’ pages, and a communications officer has been appointed for 12 months to help build the capacity of the area support teams to make best use of new social media and communications to better engage with local people.
- 3.2.3 In addition, the revised Best Council Plan 2013-17 includes the priority ‘strengthening local accountability and being more responsive to the needs of local communities’ which is within the remit of this board. Work is ongoing to develop performance management arrangements for the revised plan and this board will receive information in relation to this priority once arrangements are finalised. It is expected that this will be in time for the next round of reporting to the board in December.
- 3.2.4 The highlight report at Appendix 2 reflects the current position stated above.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This is a performance report for the Board's information and as such there is no need for wider consultation. If the Board determines that any performance area requires further investigation, then it may be decided that the views of interested parties should be sought or that existing information reflecting the views of customers and others stakeholders should be provided to the Board.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 This is not a decision-making report and as such there is no need for an EIA screening document to be completed.
- 4.2.2 The business of the Safer and Stronger Communities Scrutiny Board is to consider the extent to which the corresponding Partnership Boards are delivering City Priorities and also to review and challenge the Council's own performance in relation to the Safer/Stronger agenda in particular as outlined in the Best Council Plan 2013-17. As part of this role, the Scrutiny Board will consider the extent to which the relevant partnership boards and directorates are addressing cross-cutting issues, including equality and diversity and cohesion and integration. This will be taken into account when determining the performance information the Scrutiny Board may require. Specifically, the Board's remit also includes scrutiny of cohesion and integration matters under the Stronger Communities element of its work.

4.3 Council policies and City Priorities

- 4.3.1 The performance information received by the Board allows it to assess and challenge performance in relation to the delivery of specific city priorities and priorities within the Best Council Business Plan 2013-17.

4.4 Resources and value for money

- 4.4.1 The Board has specifically asked that the performance information provided is based on information that is already available, and has determined that it will only require more detailed reports where it wants to examine performance areas in more depth, thereby ensuring that reporting arrangements remain efficient and effective.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The report is provided within the context of the formal role of Scrutiny Boards within the Council's constitution. There is no decision being made and there is therefore no call-in requirement.

4.6 Risk Management

- 4.6.1 The provision of performance information to the Board is designed to enable the Board to fulfil its role effectively and as such will minimise the risks of non-delivery

of City Priorities and Best Council Business Plan Priorities. Care is being taken to make use of existing data rather than create an additional reporting burden.

5 Conclusions

- 5.1 Performance in Quarter 1 across the areas of responsibility of the Director of Environment and Housing and the Assistant Chief Executive (Citizens & Communities) continues to be generally good, with improving performance trends across the majority of services.

6 Recommendations

- 6.1 Members are invited to consider the Quarter 1 highlight reports of the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities) which are provided as appendices to this covering report.

7 Background documents¹

- 7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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DIRECTOR OF ENVIRONMENT AND HOUSING: QUARTER 1 HIGHLIGHT REPORT

SECTION A: SAFER COMMUNITIES

Page 55

Performance area	Performance Reports/Data (available to Members on request – n.b. some of this may include confidential protected data)	CPP / BCP Priority?	Summary comments drawing out performance issues for noting/discussion
Crime - Burglary	Partnership quarterly report card and burglary ward performance overview	City Priority Plan: Priority - Reduce crime levels and their impact across Leeds. Headline Indicator – Reduce the overall crime rate.	<p>In the 12 months to the end of June 2014 there were 4,236 recorded offences, down 17.1% (873 fewer offences) when compared to the previous year. In Q1 (Apr-Jun) there were 807 recorded offences, down 24.6% when compared with the same period last year.</p> <p>Leeds also maintained its position against other core cities, ranking better than four other authorities and closed the gap between the next city. With a rate of 13% (per 1,000 households), Leeds is consistently below the national average of 19%.</p> <p>Please refer to the Safer Leeds Accountability Tracker Report Card (Burglary) attached at Appendix 3a for further detail and examples of the work being done to deliver this excellent performance.</p>
Anti-Social Behaviour	Partnership quarterly report card and monthly service level data	City Priority Plan: Priority – Effectively tackle and reduce ASB in our communities. Headline Indicator – Improve public perception rates that ASB is being handled effectively.	<p>In the 12 months to the end of June 2014, there were 4,744 new enquiries allocated to LASBT, a 13.4% (+564) increase on the previous 12 month period. 1,191 new enquiries were received in the quarter (Apr-Jun); approximately 1.5% down on the same period for 2013/14 (1,209).</p> <p>There has been an increase in noise reports which is due to integration of the daytime service and out of hours (OOH) noise nuisance into LASBT. OOH noise nuisance received 3,708 calls in the last 12 months, an increase of 12.4% on the same period 2013/14 (3297).</p> <p>212 ASB Case surveys were completed and the overall satisfaction for service received was 88.5%, slightly lower than satisfaction for the same period 2013/14.</p> <p>Please refer to the Safer Leeds Accountability Tracker Report Card (ASB) attached at Appendix 3b for further detail and key examples of the work being done in this area.</p>

Domestic Violence	Partnership quarterly report card and some police data	BCP Objective 1 – Supporting communities and tackling poverty – Tackling domestic violence and abuse.	<p>There has been an overall drop in the prevalence of repeat victimisation. At June 2014, the twelve month rolling repeat victimisation rate was 33.8% (14,128 incidents and 4,780 repeat victims), down from 35.6% (13,270 recorded incidents and 4,735 repeats) in the twelve months up to June 2013.</p> <p>To support strategic priorities repeat suspect rates will be monitored. At June 2014, the twelve month rolling repeat suspect rate was 16.2% (2,287 repeat suspects).</p> <p>Please refer to the Safer Leeds Accountability Tracker Report Card (DV) attached at Appendix 3c for further detail and key examples of the work being done in this area.</p>
Drugs and Alcohol	Adult Successful Completions and Representations (Provider) Report – monthly.	BCP Objective 1 – Supporting communities and tackling poverty – Supporting healthy lifestyles and getting people active (Increase the number of successful alcohol and drug treatments)	As of Q1 2014-15 commissioned services have delivered 118 successful completions (end of June 2014). This is exceeding the target of 117 completions and is an improvement on what providers were delivering in 2012-13 (66 successful completions) and 2013-14 (114 successful completions).

SECTION B: STRONGER COMMUNITIES

Performance area	Performance Reports/Data (available to Members on request – n.b. some of this may include confidential protected data)	Summary comments drawing out performance issues for noting/discussion

Missed bins per 100,000	Monthly trend report	BCP Objective 5 – Dealing effectively with the city’s waste – Ensuring a safe, efficient and reliable waste collection service (Reduce the number of missed collections).	<p>There has been a drop in the number of missed bins for residual (black) and sort (green) across the last three lunar months (up to lunar 4 – June 2014) and a drop in the overall figures which show significant improvement from last year’s figures in Q1.</p> <table border="1" data-bbox="770 240 1525 496"> <thead> <tr> <th></th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> </tr> </thead> <tbody> <tr> <td>Residual Black</td> <td>76.83</td> <td>89.91</td> <td>87.58</td> <td>63.65</td> </tr> <tr> <td>SORT - Green</td> <td>76.12</td> <td>84.04</td> <td>79.6</td> <td>43.86</td> </tr> <tr> <td>Garden - Brown</td> <td>120.68</td> <td>144.82</td> <td>115.37</td> <td>131.79</td> </tr> <tr> <td>Overall</td> <td>85.89</td> <td>99.94</td> <td>91.34</td> <td>72.81</td> </tr> <tr> <td>13/14 Overall</td> <td>83.91</td> <td>137.55</td> <td>129.76</td> <td>138.76</td> </tr> </tbody> </table>		1	2	3	4	Residual Black	76.83	89.91	87.58	63.65	SORT - Green	76.12	84.04	79.6	43.86	Garden - Brown	120.68	144.82	115.37	131.79	Overall	85.89	99.94	91.34	72.81	13/14 Overall	83.91	137.55	129.76	138.76
	1	2	3	4																													
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13/14 Overall	83.91	137.55	129.76	138.76																													
Recycling	Monthly trend report	BCP Objective 5 – Dealing effectively with the city’s waste – Increasing recycling and reducing the use of landfill.	<p>2013/14 Q4 Data:</p> <table border="1" data-bbox="770 603 1912 810"> <thead> <tr> <th></th> <th>Jan</th> <th>Feb</th> <th>Mar</th> </tr> </thead> <tbody> <tr> <td>Monthly Target</td> <td>38.8%</td> <td>38.7%</td> <td>46.6%</td> </tr> <tr> <td>Monthly Achieved</td> <td>33.1%</td> <td>35.0%</td> <td>45.8%</td> </tr> <tr> <td>YTD Target</td> <td>47.1%</td> <td>46.4%</td> <td>46.4%</td> </tr> <tr> <td>YTD Achieved</td> <td>44.2%</td> <td>43.5%</td> <td>43.7%</td> </tr> </tbody> </table> <p>January and February are always lower recycling months as kerbside garden waste collections do not recommence until March – hence the big increase from approximately 33-35% to 46% in March. 2013/14 end of year achieved figure of 43.7% is the highest ever performance by the Council – 3.4% higher than in 2012/13.</p>		Jan	Feb	Mar	Monthly Target	38.8%	38.7%	46.6%	Monthly Achieved	33.1%	35.0%	45.8%	YTD Target	47.1%	46.4%	46.4%	YTD Achieved	44.2%	43.5%	43.7%										
	Jan	Feb	Mar																														
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YTD Target	47.1%	46.4%	46.4%																														
YTD Achieved	44.2%	43.5%	43.7%																														

Tonnage to Landfill (domestic waste only)	Monthly trend report	BCP Objective 5 – Dealing effectively with the city’s waste – Increasing recycling and reducing the use of landfill.	2013/14 Q4 Data:			
				Jan	Feb	Mar
			Monthly Target	12,107t	11,272t	11,285t
			Monthly Achieved	13,497t	10,705t	10,269t
			YTD Target	119,763t	131,035t	142,420t
YTD	120,337t	131,042t	141,311t			
<p>Landfill tonnage targets have been achieved. Actual landfill has reduced by 22,000 tonnes from the previous year. Kerbside black bin waste has reduced by around 4,000 tonnes – this is mainly due to AWC implementation.</p>						

SECTION C: POTENTIAL EMERGING RISKS/ISSUES

Risk/Issue	Reports/Data (available to Members on request – n.b. some of this may include confidential protected data)	Summary comments
Risks associated with Implementation of Alternate Weekly Collection	(no report available – based on officer’s verbal update)	Phases 1 and 2 have been successfully implemented. Phase 3 commenced on the 28th July 2014. This covers just over 30,000 properties. Since go live we have deployed the waste advisors in to areas using intelligence from the crews, colleagues from housing and the supervisors at Waste Management. We are approaching the 6 week period where we will look at set locations where additional waste is still being presented on residual weeks, and we will use our resources to target these areas to look at the levels of recycling, green bin presentation, with the aim of reducing the waste that is going in to the residual bins and landfill.

NB. Exclusions from performance monitoring this quarter:

- Street Cleanliness: 2013/14 figures were provided at the last board meeting. The summer survey is currently in progress so it is anticipated that updated figures will be available to members at the next board meeting.
- Ash Tree Dieback: No further update on the information provided at the last meeting. As per the previous update, it was noted that leaf symptoms are best observed between August and September and further updates will be provided in due course.
- Grounds Maintenance: Parks and Countryside will be in a position to provide information on the number of enquiries received regarding grass cutting when we reach the natural end of mowing in late October. This will allow us to present a full ‘season’ view reflecting the seasonal nature of the issues and the effect of weather factors.

CITIZENS AND COMMUNITIES: QUARTER 1 HIGHLIGHT REPORT

Performance Area	Performance Reports/Date	Strategic Links	Summary Comments
Projects to be confirmed	To be confirmed	Communities Board	A steering group is developing project proposals which it is hoped will be signed off by the Communities Board at the next meeting on 12 September. Once these are agreed, with associated work activities, appropriate performance measures will be developed and will in the future be reported to this board.
Migration work	To be confirmed	Communities Board	Work is taking place to establish the top priorities for the council in relation to migration and the scrutiny inquiry is welcomed to support the conversations around strategic direction. The Safer and Stronger scrutiny inquiry will take place between Sept 2014 and April 2015.
Poverty Truth Challenge	To be confirmed	Communities Board	The 3 main work strands are now being taken forward by the Steering Group and the council is supporting this process. The council is providing limited direct support to this project and an update on progress is being provided to the Communities Board in September.
Strengthening local accountability and being more responsive to the needs of local communities	To be confirmed	Best Council Plan Priority	<p>Strengthening local accountability and being more responsive to the needs of local communities has been agreed as one of the 30 priorities contained within the revised best Council Plan 2013/17. 4 deliverables have been agreed for the year 2014/15 which are:</p> <ul style="list-style-type: none"> • Put in place community committees which help develop a strong local identity • Deliver engagement plans in each locality, resulting in increased involvement • Develop our approach to a social contract • Increase the community use of and interactions with community hubs. <p>Work is ongoing to develop performance management arrangements for the revised plan and this board will receive information in relation to the priority once arrangements are finalised. It is expected that this will be in time for the next round of reporting to the board in December.</p>

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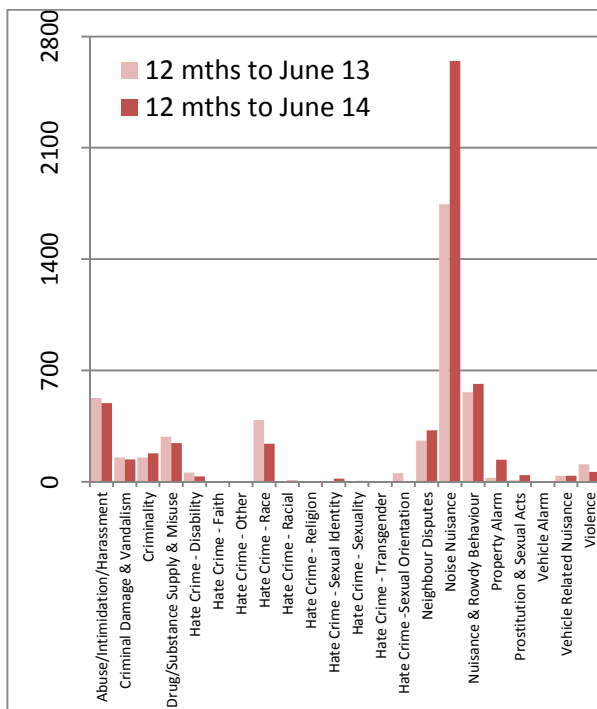
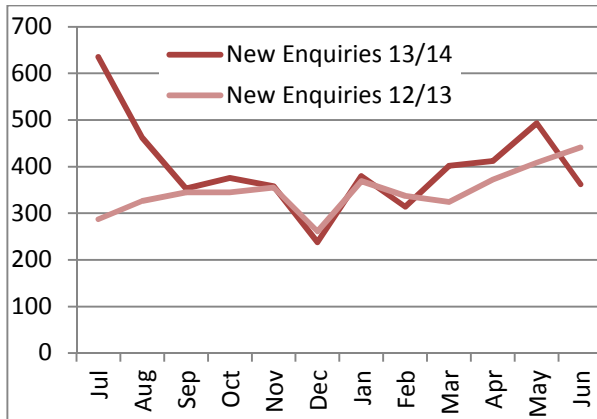
Accountability Tracker (Report Card): Anti-Social & Nuisance Behaviour

Review Period: April – June 2014

Performance

Reported Anti-social behaviour (LASBT)

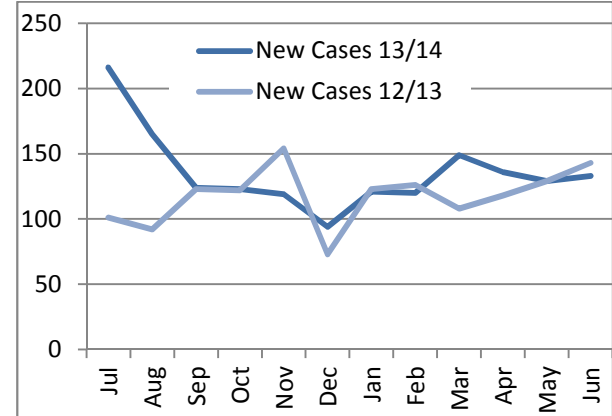
In the 12 months to the end of June 2014, there were 4,744 new enquiries allocated to LASBT, a 13.4% (+564) increase on the previous 12 month period. 1,191 new enquiries were received in the quarter (Apr-Jun); approximately 1.5% down on the same period 2013/14 (1,209).



The increase in noise reports is due to integration of the daytime service and out of hours (OOH) noise nuisance into LASBT. OOH noise nuisance received 3,708 calls in the last 12 months, an increase of 12.4% on the same period 2013/14 (3297).

Overall Progress: ■ (RAG)

LASBT opened 419 new cases during quarter 1, a small increase of 7.4% on the same period 2013/14 (390). Year on year increase in cases opened is slightly higher at 23.2% (1,803 new cases opened in the 12 months to June compared to 1499 opened in the previous 12 months).

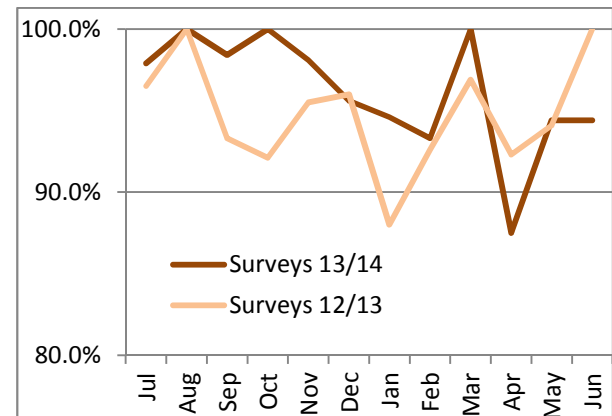


LASBT had 723 active cases at the end of quarter one, involving 540 complainants and 781 accused persons. 648 cases were active in the same period 2013/14.

LASBT issued 380 noise packs, 20 ASBO Warnings, 14 Housing Cautions, 15 Noise Abatement notices, 5 injunctions, and 23 Possession Orders. In addition, 45 ABC's were agreed, and 11 referrals to Mediation were made. 3 Noise equipment seizures were carried out from persistent households.


LASBT closed 477 cases during quarter 1 (62% closed as the situation had improved).

212 ASB Case surveys were completed and the overall satisfaction for service received was 88.5%, slightly lower than satisfaction for the same period 2013/14.



Accountability Tracker (Report Card): Anti-Social & Nuisance Behaviour

Review Period: April – June 2014

Overall Progress:  (RAG)

Story Behind the Headlines

Since its inception in April 2011, LASBT has continued to broaden its provision, most notably to ensure noise nuisance is dealt with as an ASB issue, rather than being solely reliant on the statutory noise framework. HEAS's domestic noise nuisance team were integrated into LASBT in October 2012 and more recently (April 2014) LASBT have taken on responsibility for management of the OOH noise nuisance service.

Changes to other partner's processes have also seen calls for service increase as agencies become better at triaging reported issues and allocating appropriately. This includes West Yorkshire Police adopting a ring back process for all ASB reports and ensuring victims have the appropriate information to report further non-criminal incidents to LASBT.

What We Did (Example)

April 2014, LASBT opened a case in North West of the city, in relation to a new tenant (vulnerable young female). It appeared that from the offset the property had become a magnet for anti-social youths with frequent loud parties, verbal abuse, criminal damage and intimidation directed at the property and the wider residential and business community. Working with partners in the Police, and the newly integrated OOH response team to the incidents were acted upon to enable a swift resolution for the community. LASBT also liaised with internal partners such as Social Care (Families First), Signpost, and Housing Options as well as external support agencies who were trying to engage with the tenant.

After unsuccessful attempts at engaging the tenant with early intervention, a Premises Closure Notice (PCO) was served along with a Notice to Quit in relation to the tenant's introductory tenancy. At that time, the tenant chose to terminate her tenancy rather than appear at Leeds County Court for possession proceedings. This action removed a major source of ASB and criminality from the area.

LASBT have remained involved with support agencies with a view to ensuring the tenant received appropriate care and assistance in her resettlement.

Issues/Risks

LASBT has a finite capacity and cannot keep increasing its workload exponentially without reviewing its core provision.

Financial pressures across all services could also adversely affect service provision with cuts to budgets proposed across all partners.

The Anti-social Behaviour Crime and Policing Act will be introduced from October 2014 giving officers dealing with ASB a new suite of tools and powers to work to.

Good Practice & Lessons Learned

Comments included;

"I was extremely happy with the service received and the problem has now been resolved, your help and support is much appreciated". Case 15792.

"I am really very grateful for the service I received it has given me back my happiness Thank you so much". Case 18250.

"Promptly and professionally dealt with. Out of Hours team were also brilliant - quick to respond and get out to the property in question". Case 17866.

New Actions

- § New processes have been implemented to improve workflow and performance information for the ASB Response van.
- § Work with Children's Services to embed Hate Incident reporting within schools. Reporting within other children's settings will be in place going forward.
- § New ASB legislation comes into force on the 20 October 2014. A training programme is being progressed for staff and partners.

Information/intelligence requirement

- § Existing intelligence products and information sharing arrangements support service delivery.
- § Any further requests will be raised as required.

Accountability Tracker Report Card: Burglary Dwelling & Acquisitive Crime

Review Period: April – June 2014

Overall Progress: ■ (RAG)

Performance

Burglary Dwelling

Jul 2013 to Jun 2014			Apr 2014 to Jun 2014		
12 Month Total	12 Month Change	12 Month Trend	3 Month Total	3 Month Change	3 Month Trend
4236	-873		807	-172	

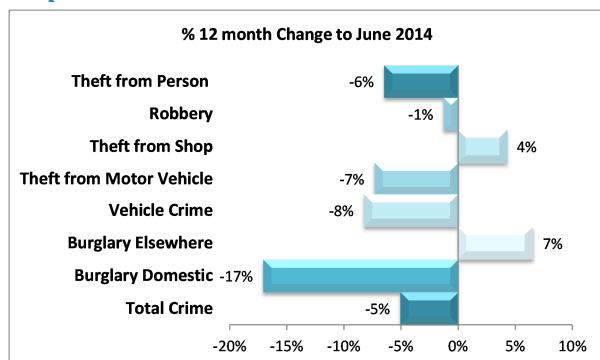
In the 12 months to the end of June 2014 there were 4,236 recorded burglary dwelling offences in Leeds, down 17.1% when compared with the previous year (873 fewer offences).

In Q1 (Apr-Jun) there were 807 recorded offences, down 24.6% when compared with the same period last year.

Ward	Jul 2013 to June 2014		
<small>All information is derived from provisional WYP data before it is finalised and published as public statistics</small>	12 Month Total	12 Month Change	12 Month Trend
Total	4236	-873	
Gipton & Harehills	241	-37	
Hyde Park & Woodhouse	238	-53	
Kirkstall	228	+13	
Headingley	227	+21	
Killingbeck & Seacroft	212	-30	
Pudsey	169	-13	
Roundhay	164	-42	
Armley	163	-55	
Chapel Allerton	163	+11	
Calverley & Farsley	154	-5	
Farnley & Wortley	152	-23	

Leeds also maintained its position against other core cities, ranking better than four other authorities and closed the gap between the next city. With a rate of 13‰ (per 1,000 households), Leeds is consistently below the national average of 19‰.

Acquisitive Crime



In the last 12 months to the end of June 2014, the two acquisitive crimes that saw increases were Burglary Elsewhere (296 more offences) and Shoplifting (237 more offences).

Story Behind the Headlines

Force is the most commonly used method of entry during a burglary.

The rear of a house is the most used point of entry to property; either through door or ground floor window.

Damaged properties (including from previous burglary or attempt burglary) can become “softer” targets as security is compromised.

Repeat burglaries appear to often be carried out by different offenders.

Small series of organised offending (such as “car key” burglaries and bogus official offences) are occurring, not always in high volume burglary areas.

At a district level, only longer term seasonal variations are predictable from previous year’s recorded crime figures.


Burglary (dwelling and elsewhere) become more predictable over longer time periods; this suggests seasonal changes can be used to predict probable rises or falls, but short term (monthly or less) predictions will be erroneous.

Issues/Risks

- § Full implementation of the Offender Management Review arrangements.
- § Understanding and knowledge of the stolen goods market.

Accountability Tracker Report Card: Burglary Dwelling & Acquisitive Crime

Review Period: April – June 2014

Overall Progress:  (RAG)

What We Did (Key Examples)

The Partnership Analytical Team is now into its 3rd cycle of servicing Partnership Working Areas with regular intelligence products. Following consultation with stakeholders ongoing improvements are being made to aid local problem solving.

Work continues in the localities of concern; 1) outcomes based accountability (OBA) session was held for Beeston & Holbeck and Middleton Park wards. Plans have been drafted and currently working with Police and other partners to look at the best way to deliver and monitor the plan. 2) Hyde Park Woodhouse and Kirkstall OBA session has taken place and there is now a draft action plan in place. 3) The OBA plans for Burmantofts & Richmond Hill, Gipton & Harehills and Killingbeck & Seacroft were reviewed in June

The first Local Neighbourhood Approach (LNA) in the Nowells area is coming to a conclusion, residual work to be completed and level of ongoing commitment to area to be agreed. Second LNA area in Armley now into formal stage and activity in this area will increase over coming months. Profiles for the third LNA area have been compiled, aiming to start in Holbeck (Recreations) Oct/Nov.

The summer Burglary campaign 'Take it from them – before they take it from you' has been launched. Content has been based on the outcomes of ongoing offender interviews being conducted in Armley <http://www.westyorkshire.police.uk/burglary>

Integrated offender management arrangements allow for a continued approach to manage offenders subject to recall/ pre-release. Probation officers are collocated with police colleagues at Mabgate Mills and in contact with the 6th hub in order to put in place licence conditions where appropriate. Use of satellite tracking continues on a voluntary basis for offenders.

There has been a well embedded process in place between Probation and YOS to manage the transition of offenders; however the recent split of the service to the CRC and NPS has identified some issues in relation to the process including information sharing agreements and the use of secondees in YOS. Heads of Service are working through these issues.

Good Practice & Lessons Learned

There have been pockets of good practice in Leeds, including case conferences on burglary offences to support restorative interventions for young people and adults as part of community and custodial sentences. A strategy group has been established to devise a consistent approach across West Yorkshire.

A 'child's play' concept is being launched in conjunction with the Wakefield District; the resources from which can then be used in other areas. TFMV and Burglary Other are the first two subject areas to be addressed; insecure burglary will be the third.

Crime Prevention Advocates will be piloted in the Leeds, commencing in autumn for 10 weeks. If successful, Force implementation will commence from April 2015.

New Actions

- § Continuation of the Neighbourhood Watch Review.
- § Implementation of a standardised Home Security Surveys, enabling Officers to complete on hand held devices.
- § Review crime prevention advice for delivery across the District, including euro-cylinder burglary, burglary other and bogus caller to date.
- § Maximise opportunities to reduce and disrupt the stolen goods market and further progress Checkmend scheme.
- § Further refinement of the Integrated Offender Management model to link with new Partnership Working Teams.

Information/intelligence requirement

- § Explore options for inclusion of 'up and coming' nominals into the Partnership Working Areas analytical reports.
- § Review the predictive element of Optimal.

Accountability Tracker (Report Card): Domestic Violence & Abuse

Review Period: April – June 2014

Overall Progress: ■ (RAG)

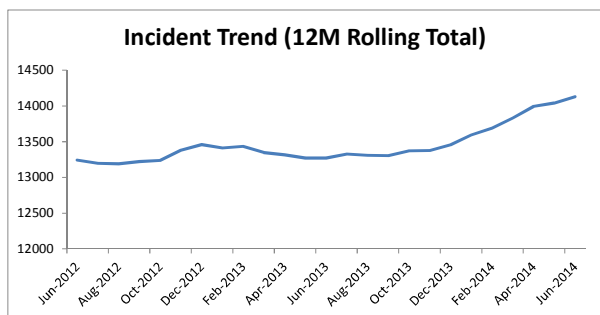
Performance

Domestic Abuse Incidents

In the 12 months to the end of June 2014, there were 14,128 recorded incidents and 4,780 repeats. The repeat rate (33.8%) represents a drop in prevalence from the previous 12 months

Leeds	Jul 2013 to Jun 2014		
	12 Month Total	12 Month Change	12 Month Trend
Domestic Abuse Incidents	14128	858	
Repeat Victims	4780	45	
Repeat Victim Prevalence	33.8%	-1.8%	
Repeat Suspects	2287	2287	
Repeat Suspect Prevalence	16.2%		

The incident trend shows a marked increase in reporting over the last 12 months.



Diagnostic Measures

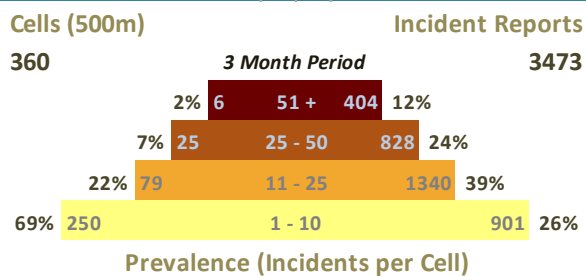
Leeds	Jul 2013 to Jun 2014		
	12 Month Total	12 Month Change	12 Month Trend
Verbal Dispute	57.1%		
Violence	25.2%		
Breach of Peace	5.9%		
Criminal Damage	3.9%		
Other	7.9%		

Arguments, abuse and physical violence are the most commonly reported domestic abuse related incidents to the Police.

Ward	WYP Reported Domestic Abuse Incidents				
	Jul 2013 to Jun 2014			Apr 2014 to Jun 2014	
	12 Month Total	12 Month Change	12 Month Trend	3 Month Total	3 Month Change
Gipton & Harehills	1121	+84		272	-21
Burmantofts & Richmond Hill	1050	+20		237	-5
Armley	873	+167		235	+23
Killingbeck & Seacroft	851	-8		227	+12
Beeston & Holbeck	724	+93		195	+22
Middleton Park	842	-33		194	-17
Bramley & Stanningley	655	+82		167	+16
Chapel Allerton	540	+53		152	+17
City & Hunslet (Not City)	629	-76		133	-21
Farnley & Wortley	501	-5		131	+8
Hyde Park & Woodhouse	432	+80		130	+34
Crossgates & Whinmoor	443	+69		126	+13
Kirkstall	421	+49		120	+10
City & Hunslet (City)	393	+46		100	+14

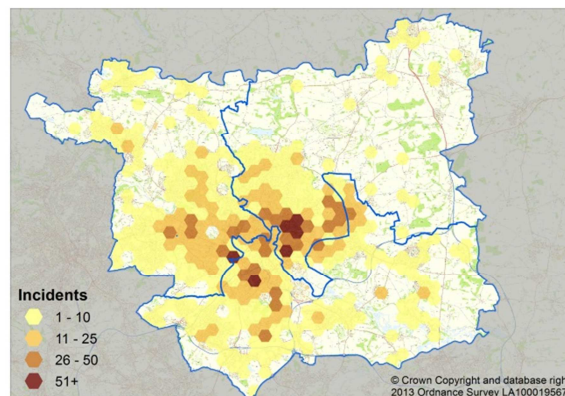
PROTECT Produced by Safer Leeds (Leeds City Council)
All information is derived from provisional data before it is finalised and published as public statistics.
No data from this report can be quoted in the public domain
Ward is assigned by "best match" and sums of data will not necessarily equal Leeds totals (due to "unmatched" information etc.)

Prevalence



The majority of areas with reported domestic abuse had less than 10 incidents in the 3 month period (69% of areas, accounting for only 26% of reports).

However, there are significant areas of high reporting; 9% of areas with reported DV had over 25 incidents in 3 months, accounted for 36% of the total reported.



Story Behind the Headlines

Where domestic violence is reported to agencies, the majority of victims are female (79.5%).

The police make an arrest at more than 1/3rd of incidents (36.4%).

Police records show over three-quarters (76.7%) of victims in 2013/14 were aged between 20 and 49 years, with a clear bias towards younger adults (16-19=7.9%, 20-29=33.9%, 30-39=24.0% and 40-49=18.8%)


Children were present at over a third of West Yorkshire Police recorded domestic abuse incidents (35.6%).

Issues/Risks

- W Number of DHRs
- W STOP (externally funded perpetrator services) funding has ceased.
- W Capacity on the DV team ~ leaders have agreed to secure additional staff.

Accountability Tracker (Report Card): Domestic Violence & Abuse

Review Period: April – June 2014

Overall Progress:  (RAG)

What We Did (Key Examples)

8 Domestic Homicide Reviews are being undertaken with a further 2 being scoped. A DHR Policy and Procedures Manual is currently being development.

3 x training sessions to GPs were delivered to promote learning from DHR6; encourage triggered enquiry; DV flagging and information sharing.

Initiatives are in place to promote early guilty pleas including utilising Bad Character Evidence; special measures in Court and Restraining Orders. This has contributed to Leeds achieving the lowest attrition rates for DV across West Yorkshire.

Contract Managers are being trained to undertake the DV Quality Mark as part of their performance management of providers.

A requirement to attain the DV Quality Mark has been integrated into the commissioning arrangements for new drug and alcohol services.

Housing Options have been quality assured and attained the DV Quality Mark.

A customer feedback report based on approx. 350 survey responses is being produced to inform a customer feedback process to be piloted by key services.

Adolescent to Parent Abuse (APA) training is being rolled out to staff working with families and an APA conference was held on 15th July with speakers from the Youth Justice Board and Leeds PACT was showcased.

Housing Support reviewed 56 sanctuary installations carried out during April and May 2013. The number of tenancies sustained to date is showing as 80.36%.

A DV website is being developed and will be launched in Oct 2014.

A series of city and café conversations are being held to raise awareness of the impact domestic violence, what help is available and to galvanise new and existing partners ~ including public, private and voluntary sector organisations.

A DV Conference is being organised for Oct 2014.

New Actions

- § Production of a business case to support a daily MARAC model will be formulated with intention of improving the response to high risk victims ~ this follows a visit to Wigan.
- § The DV Quality Mark for services is being developed in order to quality assure cluster based work with children and young people, GP practices and private sector agencies. Cluster work is being re-launched to improve services to children and young people
- § The Caring Dads programme pilot (4 groups) is being extended to include a further 3 groups. External evaluation will be undertaken.
- § The refreshed LCC Domestic Policy will be finalised and disseminated through a variety of media.
- § The Leeds Anti -Social Behaviour Team will be supported to attaining the DV Quality Mark.
- § An assertive engagement framework for perpetrators is being produced.
- § A meeting will take place to consider how Scrutiny recommendations and NICE guidance are included in programme deliverables and any commissioning plans
- § Benchmarking questionnaires have been completed and returned by 5 other Yorkshire local authorities. These will be used to improve learning and sharing good practice.
- § Relationships will continue to be developed with Leeds Rhinos and other sporting clubs for public awareness opportunities and support.

Information/intelligence requirement

- § Produce a 'proof of concept' locality profile on South Leeds. This will examine prevalence and impact; identify risks, threats and harms from a range of data (including Police, Children's Social Care, Adult Social Care, Housing, A&E, Benefits, and overlaid with Demographic (Acorn & Census) with consultation from local service providers. The document will inform a local delivery plan, linking in with the city domestic violence and abuse strategy.



Report author: Angela Brogden
Tel: 2474553

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 15th September 2014

Subject: Scrutiny Inquiries – draft terms of reference

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

Purpose of this report

1. At its first meeting of the new municipal year, the Safer and Stronger Communities Scrutiny Board agreed to undertake an inquiry into the following areas:
 - The role of Police Community Safety Officers in Leeds within the context of new integrated partnership working models, particularly within localities.
 - Potential area based delegations linked to Community Committees.

2. Working group meetings were held in August and September to discuss the potential scope of these inquiries. Terms of reference for both inquiries are being drafted and will be circulated separately (appendix 1 and 2). During today’s meeting, Board Members will be asked to formally consider and agree both terms of reference.

3. The Scrutiny Board Procedure Rules require that, before embarking on an inquiry/review, the Board seeks and considers the views of the relevant Director and Executive Member. These views will need to be taken into account when agreeing the terms of reference for these inquiries.

Recommendations

4. Members are asked to consider and agree the terms of reference for the forthcoming Scrutiny Board inquiries.

Background papers¹

5. None used

¹ The background documents listed in this section are available to download from the Council’s website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Report author: Angela Brogden
Tel: 2474553

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 15th September 2014

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

Purpose of this report

1. The Scrutiny Board’s 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 are the minutes of Executive Board on 16th July 2014.

Recommendations

3. Members are asked to:
 - a) Consider the Board’s work schedule and make amendments as appropriate.
 - b) Note the Executive Board minutes

Background papers¹

4. None used

¹ The background documents listed in this section are available to download from the Council’s website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2014/2015 Municipal Year

Area of review	Schedule of meetings/visits during 2014/15		
	June	July	August
<i>The role of Police Community Support Officers linked to new integrated partnership working models</i>			Scoping terms of reference WG 4/08/14 @ 9 am
<i>Understanding safeguarding issues linked to migration</i>			
<i>Area based delegations to Community Committees</i>			
<i>Waste Management Strategy</i>			
<i>Recycling – determining options for non-AWC areas and areas of low participation.</i>			
Briefings		Community Committees Update SB 28/07/14 @ 10 am	
Crime and Disorder Committee work.	Crime and Disorder Scrutiny in Leeds SB 30/06/14 @ 10 am	Refreshed West Yorkshire Police and Crime Plan and draft Safer Leeds Strategy 2014/15 SB 28/07/14 @ 10 am	
Recommendation Tracking			
Performance Monitoring		Quarter 4 performance report SB 28/07/14 @ 10 am	

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

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2014/2015 Municipal Year

Area of review	Schedule of meetings/visits during 2014/15		
	September	October	November
<i>The role of Police Community Support Officers linked to new integrated partnership working models</i>	Agree Terms of Reference SB 15/09/14 @ 10 am		
<i>Understanding safeguarding issues linked to migration</i>		Scoping terms of reference WG meeting - TBC	Agreeing terms of reference SB 10/11/14 @ 10 am
<i>Area based delegations to Community Committees</i>	Scoping and agreeing terms of reference WG 1/9/14 @ 11.30 am SB 15/09/14 @ 10 am		
<i>Waste Management Strategy</i>	Scoping terms of reference WG 16/09/14 @ 11 am		
<i>Recycling – determining options for non-AWC areas and areas of low participation.</i>	Scoping terms of reference WG 16/09/14 @ 11 am		
Briefings	Request for Scrutiny – Peckfield Landfill site SB 16/09/14 @ 10 am		
Crime and Disorder Committee work.			
Recommendation Tracking	Inquiry into Tackling Domestic Violence – formal response SB 15/09/14 @ 10 am	Tackling Illegal Money Lending 13/10/14 @ 10 am	Fuel Poverty 10/11/14 @ 10 am Grounds Maintenance 10/11/14 @ 10 am
Performance Monitoring	Quarter 1 performance report SB 15/09/14 @ 10 am		

Page 72

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

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2014/2015 Municipal Year

Area of review	Schedule of meetings/visits during 2014/15		
	December	January	February
<i>The role of Police Community Support Officers linked to new integrated partnership working models</i>			
<i>Understanding safeguarding issues linked to migration</i>			
<i>Area based delegations to Community Committees</i>			
<i>Waste Management Strategy</i>			
<i>Recycling – determining options for non-AWC areas and areas of low participation.</i>			
Briefings			
Crime and Disorder Committee work.			
Recommendation Tracking	Parish and Town Councils SB 08/12/14 @ 10 am		
Performance Monitoring	Quarter 2 performance report SB 08/12/14 @ 10 am		

Page 73

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2014/2015 Municipal Year

Area of review	Schedule of meetings/visits during 2014/15		
	March	April	May
<i>The role of Police Community Support Officers linked to new integrated partnership working models</i>			
<i>Understanding safeguarding issues linked to migration</i>			
<i>Area based delegations to Community Committees</i>			
<i>Waste Management Strategy</i>			
<i>Recycling – determining options for non-AWC areas and areas of low participation.</i>			
Assessment of the Strategic Partnerships	To undertake an annual assessment of the relevant Partnership Boards SB 16/03/15 @ 10 am		
Briefings			
Crime and Disorder Committee work.			
Recommendation Tracking			
Performance Monitoring	Quarter 3 performance report SB 16/03/15 @ 10 am		

Page 74

EXECUTIVE BOARD

WEDNESDAY, 16TH JULY, 2014

PRESENT: Councillor K Wakefield in the Chair

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

SUBSTITUTE MEMBER: Councillor J Procter

26 **Substitute Member**

Under the terms of Executive and Decision Making Procedure Rule 3.1.6, Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter.

27 **Late Items**

There were no late items as such, however, prior to the meeting the following had been circulated to Board members for their consideration:

- An updated version of the covering report relating to agenda item 23 entitled, 'Citizens@Leeds: Update on Tackling Financial Hardship Proposition' (Minute No. 48 refers);
- An Equality, Diversity, Cohesion and Integration Screening form associated with agenda item 13 entitled, 'Community Centre Review and Pricing Arrangements' (Minute No. 38 refers);
- Larger scale plans appended to agenda item 12 entitled, 'Proposal for Civic Hall Accommodation Review' (Minute No. 37 refers).

28 **Declaration of Disclosable Pecuniary Interests**

There were no Disclosable Pecuniary Interests declared at the meeting, however in relation to the agenda item entitled, 'Grand Theatre', Councillor Yeadon drew the Board's attention to her position as Chair of the Leeds Grand Theatre and Opera House Board of Management.

With regard to the same item, Councillor J Procter drew the Board's attention to his position as a member of the Leeds Grand Theatre and Opera House Board of Management and also a Board member of Northern Ballet, which was a principle user of the Grand Theatre. In addition, Councillor Wakefield drew the Board's attention to his position as a Board member of Opera North, which was also a principle user of the Grand Theatre (Minute No. 44 refers).

Further declarations were made at later points in the meeting. (Minute Nos. 43 and 44 refer).

29 Minutes

RESOLVED – That the minutes of the previous meeting held on 25th June 2014 be approved as a correct record.

30 Matters Arising from the Minutes

Minute No. 7, 25th June 2014 – ‘Transfer of the Former Fir Tree Primary School, Linfield Drive, Leeds 17 to the Khalsa Education Trust’

Responding to an enquiry regarding the progress of a further report being submitted to the Board in respect of the former Fir Tree Primary School, it was noted that meetings on such matters were currently being scheduled, and that the report would be submitted to the Board at the earliest opportunity when all relevant discussions had taken place.

TRANSPORT AND THE ECONOMY

31 Response to Deputation - Morley Heritage Centre

The Director of City Development submitted a report responding to the deputation presented to full Council on 26th March 2014 regarding a permanent location for Morley Heritage Centre.

RESOLVED –

- (a) That the deputation request to Council be noted;
- (b) That it be noted that the Council does not have at this time vacant and suitable accommodation in Morley Town Centre, but that it is possible that the asset review of Morley may identify suitable space;
- (c) That the request made by the deputation be referred to the Outer South Community Committee, in order to consider whether there is local support to fund this initiative should Leeds City Council, or other accommodation be identified;
- (d) That the actions required to implement the decision be noted together with the fact that the Chief Asset Management and Regeneration Officer will be responsible for the implementation of such matters.

32 Review of the Leeds Visitor Centre

The Director of City Development submitted a report which provided a summary of the research and analysis undertaken to review the future options for the Leeds Visitor Centre service. The report identified a proposal which would achieve both the approved budget saving and would also increase the effectiveness and efficiency of the service. In addition, the report sought approval to vacate the current premises and pursue the option to relocate the Leeds Visitor Centre to the Art Gallery Shop and Café located on The Headrow, Leeds.

Four potential options were outlined within the submitted report. One was to cease the current service, whilst the other three remaining options considered different locations from which it could operate.

The Board considered a number of issues including: the current location of the centre and whether it was best placed to maximise the service it provided, the rapid shifts in technology and the evolving way in which people now obtained information, the increased commercial offer which was now being provided from within the Leeds City train station and the discussions which had been held with Network Rail in respect of such matters and whether further negotiations should be held with the organisation.

In conclusion, the Board highlighted the excellent service that was provided by the staff working at the Visitors Centre.

RESOLVED –

- (a) That approval be given to vacate the existing Leeds Visitor Centre premises at the city station on account of the expiry of the current lease;
- (b) That the proposal to integrate the Leeds Visitor Centre with the Art Gallery Shop and Café located on The Headrow, Leeds, be agreed;
- (c) That as a consequence of the resolutions above, the Council bring the service back in house as part of the move and as part of the proposed integration of the service, outlined within the submitted report;
- (d) That it be noted that the Director of City Development has delegated authority to finalise contractual terms associated with the expiry of the current lease and to establish appropriate interim arrangements for the transfer of the service to the new premises;
- (e) That it be noted that the Head of Strategic Planning, City Development, will be responsible for the implementation of the agreed resolutions, as detailed above.

33 Leeds Bradford Cycle Superhighway (including 20 mph zones) Design and Cost Report

The Director of City Development submitted a report which sought approval to implement the Leeds Bradford Cycle Superhighway Scheme, as detailed within Appendix A to the submitted report, at a total estimated cost of £21,239,000. The report highlighted that such costs would be funded from the West Yorkshire Combined Authority 'City Connect' Programme budget of £29,261,000 which included a Department for Transport grant of £18,052,000 and £10,894,000 from the West Yorkshire Local Transport Plan fund.

The Board received an update on the extensive consultation exercise which was ongoing with local residents and local businesses with respect to the project. It was highlighted that the Council was aware of concerns which had been raised in respect of the proposals and the Board was assured that every effort was being made to mitigate those concerns.

RESOLVED –

- (a) That the scheme, as described within the submitted report, be approved;
- (b) That £21,239,000 be injected into the City Development Capital Programme;
- (c) That approval be given for the invitation of tenders and subject to the tender sums being within the tendered budget, that approval and authorisation also be given to the award of the Contract to undertake the construction of the scheme;
- (d) That authority be given to incur expenditure of £21,239,000, comprising works costs of £19,349,000 and design/ supervision costs of £1,890,000 funded by West Yorkshire Combined Authority 'City Connect' programme budget;
- (e) That it be noted that the Chief Officer Highways and Transportation intends to enter into an agreement with City of Bradford Metropolitan District Council to undertake works on their highway.

CHILDREN AND FAMILIES

34 Outcome of consultation to increase primary school places in Leeds

The Director of Children's Services submitted a report which sought permission to publish statutory notices for proposals brought forward to meet the local authority's duty to ensure sufficiency of school and early years places.

RESOLVED –

- (a) That approval be given to publish the necessary statutory notices to:
 - (i) Expand Castleton Primary School from a capacity of 210 pupils to 420 pupils with an increase in the admission number from 30 to 60 with effect from September 2016;
 - (ii) Expand Hollybush Primary School from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2016, and also change the lower age limit from 3 to 2 with effect from January 2015;
- (b) That it be noted that the Capacity Planning and Sufficiency Lead is responsible for the implementation of such matters.

35 Proposed changes to the Children's Services transport policy - discretionary post 16 SEN transport

Further to Minute No. 113, 6th November 2013, the Director of Children's Services submitted a report providing an update on the review of Children's Services Transport Policy and discretionary provision for those with Special Educational Needs aged between 16-25. The report also sought permission to

begin a new public consultation exercise between October and December 2014 and also sought approval for the introduction of an Interim Children's Services Transport Policy.

It was brought to the Board's attention that this proposed decision would defer savings from within the Children's Services budget for at least this current financial year and that any further decision in respect of the policy would be subject to the outcome of the consultation exercise.

RESOLVED –

(a) That the following be approved for post-16 SEN students currently in receipt of discretionary funding:-

(i) That in partnership, and with the assistance of Scrutiny, a further consultation exercise be undertaken to consider future discretionary provisions for 16-25 year olds; to run between October and December 2014 with, in due course, a follow up report providing specific recommendations being submitted to the Board for consideration;

(ii) The introduction of the Interim Children's Services Transport Policy, as appended to the submitted report, to be effective between 01 September 2014 and 31 August 2015.

(b) That it be noted that the officer responsible for implementation of such matters is the Strategic Investment Contracting and Procurement Lead.

NEIGHBOURHOODS, PLANNING AND PERSONNEL

36 Leeds Parking Supplementary Planning Document: Production and Consultation

Further to Minute No. 75, 5th September 2012, the Director of City Development submitted a report providing details of the content and scope of the draft Leeds Parking Supplementary Planning Document (SPD) and which sought approval for the undertaking of formal public consultation on the content of the SPD, following the template as set out in the Council document "SPD Production Procedural Requirements".

The Board noted the comments made in respect of the submitted report and highlighted that any matters raised as part of the consultation process would be duly considered and be used to inform the further development of the Leeds Parking SPD prior to adoption.

RESOLVED –

(a) That the contents of the draft Leeds Parking SPD, as appended to the submitted report, be noted;

(b) That the progression of the SPD for the purposes of statutory public consultation prior to adoption as a council policy, be approved;

- (c) That the following be noted:-
- (i) the stages required to implement the decision as outlined in Appendix 2 to the submitted report;
 - (ii) the proposed timescales for implementation as outlined in Appendix 2 to the submitted report; and
 - (iii) that the Head of Transport Planning will be responsible for the implementation of such matters.

37 Proposal for Civic Hall Accommodation Review

The Deputy Chief Executive submitted a report which presented the context and outlined the options available with respect to improving the provision of the Council's main public meeting space within Civic Hall. The report highlighted the inadequacies of the current provisions for large public meetings in the Civic Hall and as such, the report sought authority to spend £550,000 for the redevelopment of the new Committee Room from the Civic Hall Backlog Maintenance/ Adaptations scheme in the Capital Programme, which would enable these works to be carried out as part of the larger programme to redevelop the 1st Floor West Wing of Civic Hall.

Larger scale versions of the plans appended to the submitted report had been circulated to Board members prior to the meeting for their consideration.

Responding to concerns raised by a Member, it was highlighted that the proposals looked to address the inadequacies of the current public meeting facilities within Civic Hall, address the concerns from members of the public which had been raised and would form part of the broader Changing the Workplace initiative.

RESOLVED – That authority to spend £550,000 for the redevelopment of the new Committee Room from the Civic Hall Backlog Maintenance/ Adaptations scheme in the Capital Programme be approved, which will enable these works to be carried out as part of the larger programme of Changing the Workplace works to redevelop the 1st Floor West Wing of Civic Hall.

(Under the provisions of Council Procedure Rule 16.5, Councillor Golton required it to be recorded that he voted against the decisions referred to within this minute)

38 Community Centre Review and Pricing Arrangements

The Assistant Chief Executive (Citizens and Communities) submitted a report outlining proposals regarding the next phase of the review into the Council's provision of community centres. In addition, the report sought approval to bring forward proposals on the future extent of the portfolio and the outcomes which it would deliver in order to support the 'Best City' and 'Best Council' aims. Finally, the report also invited the Board to endorse revised pricing arrangements for lettings in the Community Centres which aimed to support

their sustainability, subject to consultation being undertaken with Community Committees.

A completed Equality, Diversity, Cohesion and Integration proforma in respect of the submitted report had been circulated to Board members prior to the meeting for their consideration.

Responding to an enquiry, the Board was provided with further information regarding the three price points which had been proposed, together with the proposal that 'free lets' would be determined by the Community Committee based upon local priorities.

A Member made reference to the differing approaches which were required in terms of the running and maintenance of the range of community centres in different locations, and it was suggested that further consideration be given to such matters in the future.

RESOLVED –

- (a) That the Assistant Chief Executive (Citizens and Communities) conducts a full review of the Council's portfolio of community centres in respect of the benefits and costs to the local community, with specific proposals being brought forward for the purposes of consultation;
- (b) That the revised pricing policy, as set out in the submitted report be endorsed, subject to the Assistant Chief Executive (Citizens and Communities) consulting with Community Committees prior to proposed implementation of the changes with effect from 1st September 2014.

CLEANER, STRONGER AND SAFER COMMUNITIES

39 Green Deal Communities Grant Update

The Director of Environment and Housing submitted a report regarding the injection of £4,943,000 of the Green Deal Communities funding into the capital programme as per the Council's agreement with the Department for Energy and Climate Change and providing an update on the £2,660,000 of works to be undertaken through the grant in Leeds (noting that the remaining £2,283,000 was to be spent within our neighbouring City Region Authorities).

In addition, the report also provided an update on the latest developments of the Green Deal ECO (Energy Companies Obligation) scheme, including the Green Deal Home Improvement Fund and how this could enhance the improvements offered under Wrap Up Leeds ECO/Green Deal Communities Fund.

RESOLVED –

- (a) That it be noted that the Energy and Climate Change Manager is responsible for progressing the Green Deal Communities work which is due to be completed in June 2015.

- (b) That approval be given for the Board to continue to promote Wrap Up Leeds ECO, particularly within the Green Deal Communities areas and in respect of the additional support available for measures such as solid wall insulation.

DIGITAL AND CREATIVE TECHNOLOGIES, CULTURE AND SKILLS

40 Response to Deputation - Leeds City of Dance

The Director of City Development submitted a report responding to the deputation presented to full Council on 26th March 2014 entitled, "Leeds – City of Dance" and in respect of the ambition to make Leeds the top UK city for dance.

RESOLVED –

- (a) That it be recommended that the Leeds City of Dance brand and message features prominently in future city marketing campaigns undertaken by and on behalf of the city;
- (b) That it be recommended that the City Council incorporate the message that Leeds is a 'City of Dance' in its own key messages and communications channels, as follows:
 - (i) explore the cost and feasibility of external way-finding to dance facilities in the city;
 - (ii) adding endorsements of the 'City of Dance' to the Council's website and other relevant promotional material;
 - (iii) being alert to, and taking any opportunity that presents itself to further the profile of Leeds as the 'City of Dance';
 - (iv) work with external partners to use the 'City of Dance' message and brand to promote the city;
 - (v) request the Chief Officer for Culture and Sport to explore with the Arts Council additional ways of promoting the vision of Leeds 'City of Dance'.
- (c) That it be noted that the Principal Officer Culture and Sport will be responsible for the implementation of the related proposals by the end of December 2014.

41 Programme for the Commemoration of the First World War

The Director of City Development submitted a report outlining the programme which had been developed by the Council, but in many cases in collaboration with partners across the city, for the commemoration of the First World War.

RESOLVED –

- (a) That the Council's programme for the commemoration of the First World War, as it stands so far and as detailed in the submitted report and Appendix 1, be approved;
- (b) That the partnership working, as outlined within the submitted report, be endorsed;
- (c) That approval be given for the programme to be developed over the four years of the Centenary;
- (d) That it be noted that the Project Officer Culture and Sport will be responsible for the implementation of such matters, as outlined within paragraphs 3.5 and 3.6 of the submitted report.

42 Leeds Town Hall - Capital Development

The Director of City Development submitted a report which sought approval to undertake a feasibility study in order to address the key challenges and opportunities facing the Leeds Town Hall, with the intention that the feasibility study would help to inform a proposed application to the Heritage Lottery Fund (HLF) for grant support to assist in the proposed improvement of the Grade 1 Listed Building.

Members highlighted the value of the Town Hall both as a building and as a venue, and noted that the proposed development works would address the essential maintenance issues, improve existing facilities and increase public access. It was emphasised however, that should the proposed works be undertaken, then the benefit from and usage of the Town hall would need to be maximised.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the Director of City Development be authorised to undertake a feasibility study to address the key challenges and opportunities facing the Leeds Town Hall, with a view to submitting an application to the Heritage Lottery Fund and other funding sources as appropriate to support the proposed improvement works;
- (c) That the actions required to implement the proposals be noted, together with the fact that the Chief Officer Culture and Sport will be responsible for the implementation of such matters.

43 Grants to Cultural Organisations

The Director of City Development submitted a report providing background information on the 'arts@leeds' and 'Leeds Inspired' grant scheme, in order to determine appropriate levels of support in future years. In addition, the report sought approval for the continuation of the 'Leeds Inspired' grant scheme and the proposed amendments to the 'arts@leeds' grant scheme. Finally, the report sought agreement to a budget for the next 3 years and also to bring in

line several funded cultural activities into the 'arts@leeds' portfolio, with the aim of ensuring transparency, monitoring and value for money.

Responding to an enquiry, the Board received clarification on the rationale behind, and the potential implications arising from the proposal to introduce a maximum grant application level. Members also received an update on the ongoing contact that the Council was having with those bodies which organised the larger events across the city in respect of the proposals.

RESOLVED –

- (a) That the continuation of a 3-year grant funding programme to cultural organisations, be approved;
- (b) That in principle approval be given to the total funding allocation to this scheme as detailed within paragraph 2.11 of the submitted report;
- (c) That simplification of the Council's arts funding by incorporating the historical support for Leeds West Indian Carnival, Leeds Reggae Festival, the Irish Festival and Yorkshire Sculpture Triangle into the scheme, be approved;
- (d) That the proposed timescales be agreed, with grant application deadlines in October and decisions in January, in order to enable arts organisations to forward plan, and that a revision to the application and monitoring form also be agreed;
- (e) That an increase in the minimum level of grant from £1,000 to £2,000 be approved, and that a maximum application of £750,000 be enforced.

(At the commencement of this item, Councillors J Procter, Wakefield, Ogilvie, Yeadon and P Gruen drew the Board's attention to their respective positions on the Boards of organisations which could potentially be in receipt of grants or be involved in the grants application process, to which the submitted report referred)

44 Grand Theatre

Further to Minute No. 24, 25th June 2014, the Director of City Development and the Deputy Chief Executive submitted a joint report which provided an overview of the various options available to deliver a sustainable future for the Grand Theatre. In addition, the report sought approval to examine the current options in greater detail, with a proposal that a further report be submitted to Executive Board later in the year.

A number of concerns were raised by a Member in respect of the contents of the submitted report. In response, the Board noted that the purpose of the report had been to present the range of options available with regard to the future operation of the company, as noted at the 25th June 2014 Board meeting. In addition, responding to a further enquiry, the Board received details on the current position regarding the profit or loss made by the three

individual venues managed by the Leeds Grand Theatre and Opera House Trust Ltd.

Members welcomed that Scrutiny Board (Sustainable Economy and Culture) was scheduled to undertake a piece of work on this matter, and it was also requested that any further work undertaken on this issue was done so on a cross-party basis.

RESOLVED –

- (a) That the current financial performance of Leeds Grand Theatre and Opera House Trust Ltd and the potential options for future governance arrangements, be noted;
- (b) That approval be given for the Chief Officer Culture and Sport to commence further detailed work on the proposals, including the consultation outlined in the submitted report with the various stakeholders and also reflecting the comments made during the consideration of this matter, with a view to submitting further recommendations to Executive Board later in the year.

(During the consideration of this item, Councillor Mulherin drew the Board's attention to the fact that she had been a member of the Leeds Grand Theatre and Opera House Board of Management until she stepped down from the position at the conclusion of 2013/14 municipal year)

ADULT SOCIAL CARE

45 Care Act (2014)

The Director of Adult Social Services submitted a report providing a summary of the key elements of the Care Act 2014. The report also considered the implications of the new burdens and statutory responsibilities for the Council and its partners in respect of care and support.

Responding to a Member's enquiry, the Board was provided with further information on the 'Surrey model', as referenced within the submitted report and the current projections regarding the financial implications for Leeds arising from the Care Act reforms. Furthermore, it was agreed that Board Members receive briefings, as appropriate, on the wider financial implications arising from the introduction of the Care Act, with a view to cross-party working being developed on such matters in the future. In addition, it was noted that the relevant Scrutiny Board would be involved in this area of work and that a Members' seminar had been scheduled on such matters.

RESOLVED –

- (a) That the provisions of the Care Act (2014) and the potential impacts for Leeds, be noted.
- (b) That the progress made to date in preparing for the reforms be noted.

- (c) That the initial Equality Screening and the requirement for an Equality Impact Assessment, be noted.
- (d) That the Scrutiny Board (Health and Wellbeing and Adult Social Care) be requested to oversee the consultation and engagement requirements, including the Equality Impact Assessment.
- (e) That a further progress report be submitted to the Board in March 2015.
- (f) That it be noted that the Chief Officer, Social Care Reforms is responsible for the implementation of such matters.

46 Capital Scheme for Adult Social Care Information Management & Technology to support the implementation of the Care Act 2014

The Director of Adult Social Services submitted a report regarding the implications of the Care Act 2014 to Leeds City Council and the associated development and change required to information management and technology systems to support a successful implementation. The report noted that the changes to the information management and technology systems would require an investment of £1,652,000 and Executive Board was requested to approve the release of £608,000 to supplement the identified funding of £1,044,000.

Responding to an enquiry, the Board received further detail on the proposals and clarification on the need for the investment into the information management and technology systems, which was due to the new requirements arising from the introduction of the 2014 Care Act.

RESOLVED –

- (a) That the significant change which the Care Act means for the Council and the resultant need to invest in information management and technology systems in order to enable the Council to fulfil its statutory duties and continue to provide quality care and support services to the citizens of Leeds, be noted.
- (b) That the amount of change currently being undertaken within Leeds, both within the Council and with Health and external partners be noted, together with the fact that the Care Act may have an impact on the scope and delivery timescales of the related change programmes.
- (c) That the release of £608,000 additional funding in order to supplement the identified funding of £1,044,000 to implement the information management and technology change necessary to enable the successful implementation of the Care Act within Leeds City Council, be approved.
- (d) That it be noted that the officer responsible for progressing the implementation of this programme of work is the Chief Officer, Resources and Strategy within Adult Social Care.

- (e) That following the Board's approval of the funding, it be noted that the delivery of this programme of work will commence in July 2014 for a period of 2 years.
- (f) That it be noted that the current funding estimates are based upon recently published consultation guidance which will be subject to change until October 2014. However, it also be noted that the Council needs to invest in the design and development of the information management and technology solutions now, if the Council is to meet the first phase of the Care Act implementation deadline of 1st April 2015.

FINANCE AND INEQUALITY

47 Citizens@Leeds: Update on the Accessible and Integrated Services Proposition

Further to Minute No. 118, 6th November 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the work undertaken to date in delivering the initiatives detailed in the previous report around Accessible and Integrated Services for the citizens of Leeds. In addition, the report also outlined the activity which had been identified to take place in 2014/15 to further deliver the Council's aspirations for this proposition.

Members welcomed the update, providing details of how the progress made had positively impacted upon the provision of accessible and integrated services in their respective communities.

RESOLVED –

- (a) That the progress made to-date in delivering the initiatives identified in the November 2013 Executive Board report for the Accessible and Integrated Services proposition be noted.
- (b) That the activity planned for 2014/15 to embed this proposition more fully across the city be agreed.
- (c) That a further update report be submitted to the Board in six months (January 2015) from the Assistant Chief Executive (Citizens and Communities) on the progress achieved.

48 Citizens @ Leeds : Update on Tackling Financial Hardship Proposition

Further to Minute No. 118, 6th November 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the developing approach being taken to tackle poverty and deprivation and detailed information on the pilots underway to help tackle financial hardship amongst specific groups. In addition, the report sought approval for an Annual Advice Plan that would incorporate the work of the Advice Leeds Consortium, set out the aims for the current year and put in place arrangements to support the delivery of advice in future years. Additionally, following the previous

approval of an action plan to tackle high costs lending, the report also provided an update on progress against the plan and presented information on the launch of a high profile campaign aimed at generating city-wide support for taking a stand against high costs lenders.

An updated version of the cover report had been circulated to Board Members prior to the meeting for their information.

The Board noted the case studies detailed within the submitted report linked to the 'multi-storey flats initiative' and highlighted the benefit of such initiatives, not only working with individuals to identify the right package of support, but also, where appropriate, to help improve their employment prospects.

Members noted the recent proposals made by the Financial Conduct Authority (FCA) to cap payday loan rates and highlighted the significant work which the Council continued to undertake in this field. In response, the Board noted that a briefing outlining the FCAs proposals would be prepared for Members and furthermore, it was requested that a report on such matters be submitted to the next meeting of the Board for consideration.

RESOLVED –

- (a) That the information on the first year impacts of the welfare reforms that came into effect from April 2013 be noted;
- (b) That the launch of the pilots to tackle financial hardship among specific groups be noted and that a further update be submitted to the Board once the pilots have concluded;
- (c) That the Annual Advice Plan be approved;
- (d) That the progress being made in relation to high cost lending in the city be noted;
- (e) That the policy statement on tackling high cost lending in the city, as set out in paragraph 3.27 of the submitted report, be approved; and
- (f) That a report be submitted to the next meeting of the Board regarding the proposals recently announced by the FCA regarding a cap on payday loan rates.

49 Illegal Money Lending Team - Progress Report

Further to Minute No. 10, 19th June 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report providing information on the activities of the Illegal Money Lending Team within Leeds, together with an updated action plan.

The Chair thanked the Scrutiny Board (Safer and Stronger Communities) for the inquiry it had undertaken into this subject and the resultant recommendations it had produced.

RESOLVED –

- (a) That the contents of the submitted report be noted and that approval be given for the Board to continue to receive annual reports on the activities of the Illegal Money Lending Team within the Leeds city area;
- (b) That the authority delegated to Birmingham City Council to undertake investigations and institute proceedings against illegal money lenders operating within the Leeds district be extended from March 2015 to 31 March 2019.

50 Localised Council Tax Support Scheme

Further to Minute No. 140, 18th December 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report providing information on the likely costs and implications of maintaining the current Council Tax Support Scheme for 2015/16. The report also provided information on alternative schemes that would support people moving into work and incentivise households to engage with the Council to help improve work prospects. In addition, the report sought agreement to develop and consult upon a potential new Council Tax Support Scheme which would be based around high levels of support and high levels of challenge, with a focus on supporting people into work, given the issues created by the current scheme.

It was highlighted that the proposals detailed within the submitted report included maintaining the existing protection for the most vulnerable, but also to look to provide greater incentives and support for households on improving their employment prospects.

RESOLVED –

- (a) That the issues created by the current approach to our Council Tax Support scheme and the need therefore to consider alternative approaches, be noted;
- (b) That approval be given for officers to undertake further work on options 2 and 3, as outlined within the submitted report, and to develop and consult upon a potential new Council Tax Support scheme, which is based around high levels of support and high levels of challenge, with a focus on supporting people into work;
- (c) That confirmation be given that funding for the 2015/16 Council Tax Support Scheme will be retained at the budgeted level for 2014/15;
- (d) That the detail of developing a potential new scheme for the purposes of consultation be delegated to the Assistant Chief Executive (Citizens and Communities), with the decision to consult upon a new scheme being made following discussions with the relevant Executive Members and which would be eligible for call-in. It also be noted that any consultation would need to take place within the timescales set out within paragraph 2.3 of the submitted report.

- (e) That a report be submitted to the Board in December 2014 outlining the outcome of the consultation exercise and making a recommendation based upon that consultation for the adoption of a new Council Tax Support scheme for 2015/16.

51 Financial Health Monitoring 2014/15 - First Quarter Report

The Deputy Chief Executive submitted a report presenting the Council's projected financial health position for 2014/15 after three months of the financial year. As Budget Monitoring was a continuous process throughout the year, the submitted report reviewed the position of the budget after the first quarter and commented upon the key issues impacting on the overall achievement of the budget for the current year.

It was noted that the £3.3million overspend currently projected did not take account of the financial implications arising from the decision to undertake a further period of consultation to consider future discretionary provisions for 16-25 year olds or any potential costs associated with a Supreme Court legal judgement brought against Cheshire West and Chester Council.

The Board also noted that the next financial health report would provide further detail on the overspend projections and also on proposals regarding ways in which such potential overspend could be addressed.

RESOLVED – That the projected financial position of the authority after the first quarter of 2014/15, be noted.

52 Treasury Management Outturn Report 2013/14

The Deputy Chief Executive submitted a report providing a final update on the Treasury Management Strategy and operations for the period 2013/14.

RESOLVED – That the Treasury Management outturn position for 2013/14 be noted, together with the fact that treasury activity has remained within the treasury management strategy and policy framework.

53 Capital Programme Quarter 1 Update 2014-17

The Deputy Chief Executive submitted a report providing an update on the capital programme position as at June 2014. The report included an update of capital resources, progress on spend and a summary of the economic impact of the capital programme.

It was noted that the next Capital Programme update report intended to provide an update on the outcomes of the review taking place which looked to reprioritise existing resources in order to ensure that the programme continued to contribute towards the delivery of the Best Council Business Plan.

RESOLVED – That the latest position on the General Fund and Housing Revenue Account (HRA) capital programmes be noted.

HEALTH AND WELLBEING

54 Local Government Declaration on Tobacco Control

The Director of Public Health submitted a report regarding the current situation in respect of smoking in Leeds. In addition, the report also provided a brief on the Local Government Declaration on Tobacco Control and sought the Board's endorsement of the Declaration.

RESOLVED –

- (a) That the Local Government Declaration on Tobacco Control be endorsed.

- (b) That it be noted that the Director of Public Health is responsible for the implementation of the Local Government Declaration on Tobacco Control.

DATE OF PUBLICATION: FRIDAY, 18TH JULY 2014

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** FRIDAY, 25TH JULY 2014 AT 5.00 P.M.

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 28th July 2014)

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