
SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 8th December, 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 - 10 NOVEMBER 2014</p> <p>To confirm as a correct record, the minutes of the meeting held on 10th November 2014.</p>	1 - 4
7			<p>STRENGTHENING THE COUNCIL'S RELATIONSHIP WITH PARISH AND TOWN COUNCILS - TRACKING OF SCRUTINY RECOMMENDATIONS</p> <p>To receive a report from the Head of Scrutiny and Member Development presenting the progress made in responding to the recommendations arising from the Scrutiny review aimed at strengthening the Council's relationship with Parish and Town Councils.</p>	5 - 16
8			<p>QUARTERLY PERFORMANCE REPORT</p> <p>To receive a quarterly performance update report from the Director of Environment and Housing and Assistant Chief Executive (Citizens and Communities).</p>	17 - 36

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>FINANCIAL HEALTH MONITORING 2014/15</p> <p>To receive a report from the Head of Scrutiny and Member Development presenting the current financial health of the Environment and Housing and Citizens and Communities directorates in line with the Scrutiny Board's portfolio.</p>	37 - 40
10			<p>WORK SCHEDULE</p> <p>To consider the Board's work schedule for the forthcoming municipal year.</p>	41 - 66
11			<p>DATE AND TIME OF NEXT MEETING</p> <p>Wednesday 28th January 2015 at 9.30 am in the Civic Hall, Leeds City Council</p> <p>(Pre-meeting for Board Members at 9.00 am)</p> <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. 	

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 10TH NOVEMBER, 2014

PRESENT: Councillor B Anderson in the Chair

Councillors J Bentley, A Blackburn, J Dunn,
M Harland, P Harrand, J Jarosz, K Ritchie,
B Urry, P Wadsworth and N Walshaw

40 Late Items

There were no late items.

41 Declarations of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

42 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillor M Robinson, with Councillor P Wadsworth in attendance as substitute. The Chair informed the Board that Councillor R Grahame had been called away to another meeting in his capacity as a member of the West Yorkshire Fire and Rescue Authority.

The Chair also relayed apologies from Councillor M Dobson, Executive Board Member for Cleaner, Stronger and Safer Communities.

43 Minutes - 13 October 2014

RESOLVED – That the minutes of the meeting held on 13th October 2014 be confirmed as a correct record.

44 Fuel Poverty Scrutiny Update

The report of the Director of Public Health and the Director of Environment and Housing outlined how the remaining eleven recommendations arising from the previous Scrutiny Inquiry into tackling fuel poverty had been achieved, embedded into existing work programmes or are no longer relevant due to changes in policy.

The following were in attendance for this item:

George Munson, Senior Programme Leader
Robert Curtis, Sustainable Energy and Climate Change Team
Dawn Bailey, Health Improvement Principal - Health Protection
Sharon Brooks, Care & Repair

Draft minutes to be approved at the meeting
to be held on Monday, 8th December, 2014

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

- National Strategy – the Board learned that, following the national review of fuel poverty by Professor Hills, the government recently consulted on a new fuel poverty strategy outlining new targets and approaches to tackle fuel poverty. In responding to this consultation, the Council is awaiting the publication of the new national Strategy.
- Energy Efficiency measures – Members discussed the preventative approaches taken by the Council, such as the Decent Homes Programmes and the Wrap Up Leeds free insulation scheme. It was noted that the Council is currently targeting hard to treat properties with insulation through the Green Deal Communities Programme.
- Tackling private rented properties – Members were pleased to learn about forthcoming regulations under the Energy Act 2011 to provide tenants with a right to request consent to energy efficiency improvements and a minimum energy efficiency standard for properties in the domestic private rented sector.
- Vulnerable households – Members discussed existing initiatives targeted at vulnerable households, such as the Warm Homes Service, managed by Care & Repair, and Green Doctor services.
- Fuel Poverty Member Champions – Members received details of the nominated Member Champions across the ten Community Committees tasked with driving forward the fuel poverty agenda locally.
- Bulk fuel purchase schemes - reference was made to the Board's earlier recommendation around bulk purchasing domestic heating fuel for householders (recommendation 20). It was noted that schemes across the country have largely been unable to obtain a below market rate, particularly following national drivers to simplify the range of energy tariffs that energy companies are allowed to offer. However, the Council is working with the Core Cities Low Carbon and Energy Portfolio Group to develop Core Cities owned energy suppliers with the aim of offering stable and fair energy tariffs to households.

RESOLVED –

- (a) That the report be noted
- (b) The Board agreed that recommendation 20 was no longer relevant and to stop monitoring and that the remaining outstanding recommendations had been achieved.

(Councillor A Blackburn arrived at 10.30 am during consideration of this item)

45 Grounds Maintenance - recommendation tracking

The report of the Head of Scrutiny and Member Development presented an update on progress made in implementing the Board's recommendations linked to its earlier review on the Council's Grounds Maintenance Contract.

The following were in attendance for this item:

Sean Flesher, Chief Officer Parks and Countryside
Simon Frosdick, Business Development Manager, Parks and Countryside

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

- The existing grounds maintenance contract – Members acknowledged that the Council was now 3 years into the 5 year contract with Continental and therefore had reached a pivotal point in terms of determining the future delivery of this service. The potential options available were discussed by the Board.
- Managing performance and maximising resources – Members discussed issues linked to performance i.e. staff allocation, recruitment and retention and the use of machinery. Linked to this, it was noted that opportunities had been identified to provide additional winter work to Continental in order to support staff and skills retention and also provide a balanced workload. Such works would include spreading woodchip mulch on some shrub beds to improve appearance and suppress weeds.
- Budget delegation – Members learned that whilst some Parish and Town Councils had enquired about taking up the option of budget delegation for service provision and management, none have done so once the scope of delegation and available budget had been advised.
- Role of Community Committees - it was noted that Community Committees receive annual performance reports on the ground maintenance contract, with more detailed briefings being offered to their Environment Community Champions. However, the Board requested that Community Committees are approached to get a clear steer as to the level of input that full Committees would welcome in the future.
- Elected Member requests for individual briefings – it was highlighted that individual requests to discuss issues or concerns with senior officers and Continental representatives would be followed up appropriately.

RESOLVED –

- (a) That the report be noted
- (b) The Board agreed that recommendations 6 and 8 had now been achieved.
- (c) That the position status assigned to the remaining recommendations is a category 4 – Not fully implemented (progress made acceptable. Continue monitoring).

46 Peckfield Landfill Site - draft terms of reference for forthcoming Scrutiny inquiry

The report of the Head of Scrutiny and Member Development presented draft terms of reference relating to the Board's forthcoming inquiry regarding Peckfield Landfill Site.

RESOLVED – That the terms of reference for the Board's forthcoming inquiry regarding Peckfield Landfill Site be agreed.

Draft minutes to be approved at the meeting
to be held on Monday, 8th December, 2014

47 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 15th October 2014 were also appended to this report for Members' information.

RESOLVED – That the Board's work schedule and the Executive Board minutes be noted.

48 Date and Time of Next Meeting

Monday 8th December 2014 at 10.00 am. (Pre-meeting for all Board Members at 9.30 am)

(The meeting concluded at 11.55 am)

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Safer and Stronger Communities)

Date: 8th December 2014

Subject: Strengthening the Council’s relationship with Parish and Town Councils – Tracking of Scrutiny 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

1.0 Purpose of this report

1.1 This report sets out the progress made in responding to the recommendations arising from the Scrutiny review aimed at strengthening the Council’s relationship with local Parish and Town Councils.

2.0 Background information

- 2.1 In June 2012, the Executive Board Member for Neighbourhoods, Planning and Support Services made a request for the Safer and Stronger Communities Scrutiny Board to review the Council’s relationship with local Parish and Town Councils and explore how this can be strengthened.
- 2.2 In agreeing to undertake this review, the Board recognised the associated links with the Council’s wider review in relation to area working relationships. In acknowledging that relationships between Area Committees and local councils are not consistent across the city, the Board agreed to focus its review around strengthening such relationships in the future.
- 2.3. The review concluded in March 2013 and a report setting out the Scrutiny Board’s findings and recommendations was published in May 2013. In July 2013, the Scrutiny Board received a formal response to the recommendations arising from this review and tracked progress against these recommendations in February 2014. There are six recommendations still outstanding that the Scrutiny Board agreed to keep tracking.

3.0 Main issues

- 3.1 The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. The Board will then be able to take further action as appropriate.
- 3.2 This standard set of criteria is presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required. Details of progress against each recommendation are set out within the table at Appendix 2.

4.0 Recommendations

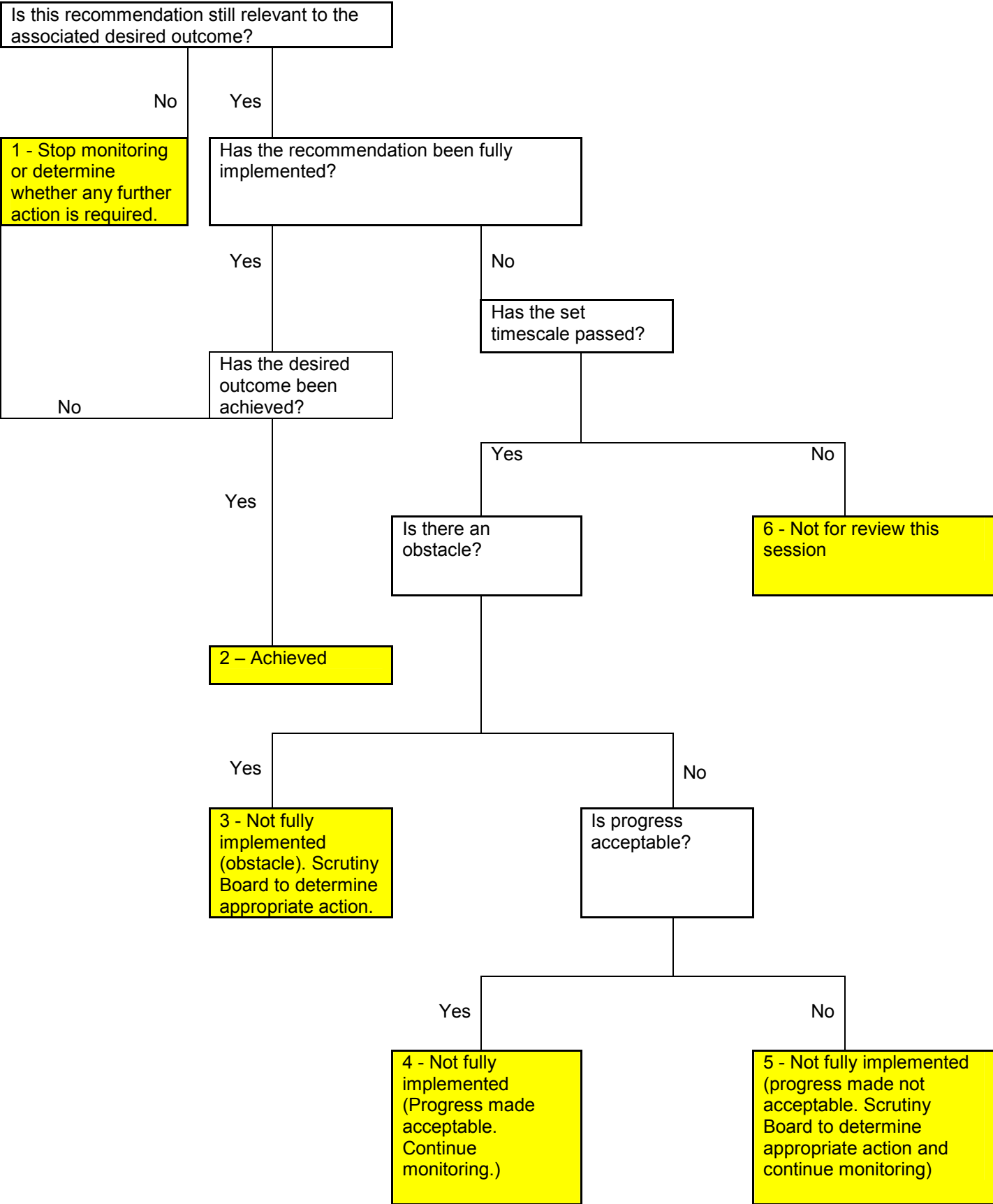
- 4.1 Members are asked to:
- Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

5.0 Background documents¹

- 5.1 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.

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



Position Status Categories

- 1 - Stop monitoring or determine whether any further action is required
- 2 - Achieved
- 3 - Not fully implemented (Obstacle)
- 4 - Not fully implemented (Progress made acceptable. Continue monitoring)
- 5 - Not fully implemented (Progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

Desired Outcome – That there is a quality standards benchmark scheme that is attractive and accessible to all local councils in Leeds.

Recommendation 1 – That the Council's Assistant Chief Executive (Citizens and Communities) works with the Chief Officer of the Yorkshire Local Councils Associations to consider the outcome of the national Quality Parish and Town Council Scheme review and compare the merits of the updated national scheme against the potential benefits of a localised benchmark scheme.

Formal response (July 2013):

Chief Officer, Communities to meet with the Chief Officer of Yorkshire Local Councils Associations to review and compare the quality assurance schemes and make further recommendations by September 2013.

Position reported in February 2014:

The Chief Officer, Communities met with the Chief Officer of the Yorkshire Local Councils Association to discuss a range of issues relating to their working relationships with Leeds' Parish and Town Councils. On-going contact has been maintained on relevant issues. At the time, the expectation was that the national Quality Parish and Town Council Scheme would take place in October 2013. However there have been continued external delays and the latest information suggests that the re-launch is now due between now and the local elections in May 2015.

Current position:

Ongoing contact is maintained between the Chief Officer, Communities, and the Yorkshire Local Councils Associations on relevant issues. A Parish and Town Council Annual Seminar took place on 17th September chaired by the Deputy Leader. Discussions have taken place about the draft National Quality Parish and Town Council Scheme pending its final approval and launch delayed due to external factors.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That the capacity levels of local councils are continually developed to instil greater confidence within communities and amongst partners.

Recommendation 2 – That the Council’s Assistant Chief Executive (Citizens and Communities) works with the Chief Officer of the Yorkshire Local Councils Associations to develop a strategy aimed at promoting existing support services for local councils and also maximising resources to provide any additional support and advice that will enable local councils in Leeds to undertake their roles with confidence.

Formal response (July 2013):

Chief Officer, Communities to discuss with the Chief Officer of the Yorkshire Local Councils Associations and the Area Chairs Forum/Area Committees the most effective way of engaging Town and Parish Councils in discussion initially to ascertain existing support arrangements and how additional support services could develop.

Position reported in February 2014:

At the meeting between the Chief Officer, Communities and the Yorkshire Local Councils Association held in August 2013, it was agreed that this recommendation be reviewed along with the work that will be needed to respond to the re-launch of the Quality Scheme. In addition, the Parish and Town Council Annual Seminar, Branch meeting, Forum and on-going liaison provide support, advice and guidance to local councils. Support is also provided by the Area Leadership Teams and Area Committees (referenced elsewhere in this report). LCC expressed an interest in becoming a corporate member of YLCA – to be discussed at the General Purposes Committee on 7 March 2014.

Current Position:

Ongoing support being provided as reported in February 2014. New Community Committees now established to promote local engagement including with Parish and Town Councils.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – There are clear pathways and protocols in place to enable open and meaningful dialogue between local councils and their respective Area Committee on matters that impact on their local communities.

Recommendation 3 – That local councils and Area Committees give a commitment to work closely together to develop clear pathways and protocols that will enable open and meaningful dialogue on matters that have specific impact on their communities.

That Area Leaders take the lead on developing these clear pathways and protocols and report progress back to Scrutiny by December 2013.

Formal response (July 2013):

Area Leaders to collate what is in place and working in each area, discuss with their area committees and T&PCs and agree action plans where improvements are needed. Commitments are already set out in AC role and P&TC Charter. These commitments need reviewing as part of this process. Consult on the ideas of holding a workshop to be held in Autumn to develop pathways and protocols involving Area Chairs and Parish and Town Council chairs. Also see 5 below.

Position reported in February 2014:

This will be addressed alongside actions to implement the new Quality Scheme once launched and in line with the design principles set out within the Citizens@Leeds proposals. Area Leaders and Support Teams have agreed plans in place to deliver the Charter.

Current Position:

As reported in February 2014.

The Outer NE Community Committee continues to work closely with the Outer NE Parish and Town Council Forum. There are regular meetings between the Community Committee members and the Parish and Town Council discussing issues such as environmental improvements, local children's service arrangements through the cluster and ongoing conversations about neighbourhood planning.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – Area Committee meetings are utilised effectively to address matters of local relevance.

Recommendation 4 – That the Council’s Assistant Chief Executive (Citizens and Communities) promotes the following as good practice amongst Area Committees:

- The development of a forward work programme and identification of a major ‘theme’ or ‘topic’ for each area committee meeting
- That Area Committee reports include a separate section indicating any potential local impacts or challenges

Formal response (July 2013):

Links to the Area Review recommendations. Area Chairs Forum workshop session to be held on 28th June also involving Area Officers to develop new ways of working through Area Committees – this is likely to include themed meetings/forward work programmes and reviewing agendas.

Position reported in February 2014:

The Area Review implementation plan is being delivered including the establishment of Area Lead Members for Children’s Services; Health and Well-being and Adult Social Care; Environment and Community Safety; and Employment Skills and Welfare. The Area Lead members are responsible for reporting on their themed area to Area Committees and for raising particular issues and challenges for wider consideration. Building from the Area Review, a Citizens@Leeds report was agreed by Executive Board in December 2013 setting out the building blocks for a city-wide response to tackling poverty and deprivation. A further dimension to the approach has a broader focus on the need to “be responsive to the needs of local communities”. This proposition proposes to adopt a new approach to local democratic engagement and decision-making, subject to further consultation and discussion before new arrangements are implemented for the 1014/15 municipal year. The report set out design principles to underpin the establishment of new “Community Committees” to replace existing Area Committees and for a new community engagement model.

These developments are intended to re-focus decision-making and the council’s service design and delivery to better reflect local impacts and challenges

Current Position:

Community Committees now established in all ten areas. Engagement plans have been produced to reflect local priorities and themes. Community Champions continue to take responsibility for promoting priority themes.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That local councils and Area Committees work in partnership to maximise local intelligence and achieve more locally responsive and accountable services.

Recommendation 5 – That Area Leaders ensure that input is sought from local councils as part of any future area based delegation scheme and particularly around the negotiation of Service Level Agreements.

Formal response (July 2013):

This will be considered as part of the actions set out in 3 above. In Outer NE a report will go to the September Area Committee following a review of the terms of reference for their Parish & Town Council Forum over the summer. Outer South and Outer East Area Committees have a report on the scrutiny recommendations in the June/July round and the recommendation is to establish a working group of AC and T&PC members to discuss and agree options for strengthening links. Outer NW Area Committee is initially having a sub-group discussion on the 28th June to agree way forward.

Position reported in February 2014:

West North West

The Outer North West Area Committee held its first Parish and Town Council Forum meeting on the 7th November. The workshop reviewed the current working arrangements and explored how to work closer together. One of the outcomes from the session was to explore how Parish and Town Councils could work closer on environmental issues through Parish and Town Council representation. Other areas of common interest include young people's activities. The next Parish and Town Council Forum in March will focus on a discussion with the WNW Environmental Locality Manager to strengthen current working arrangements.

East North East

Outer North East – A report was presented to the September 2013 Area Committee meeting outlining the arrangements in place for engaging with Town and Parish Councils; this report included revised terms of reference for the Outer NE forum which were agreed at the forum meeting on 11 July 2013. Under the new terms of reference, the name of the forum was changed from the "Wetherby and Harewood Parish and Town Council Forum" to the "Outer North East Parish and Town Council Forum". This is to reflect Alwoodley Parish Council being part of the forum.

Parish and Town Councils are consulted on the Environmental SLA via the forum meetings. They have also been asked to each nominate a Children and Young People's champion to work with the Area Lead Member for Children and Young People (Cllr. Lamb).

South East

- Outer East –Town and Parish Councils membership is included in current partnerships and all relevant consultation exercises on integrated services affecting the local population are undertaken by partners with PTCs, including that of the environmental SLA. On-going work to localise the youth service has been discussed at community forums with representatives from the local parish councils. Area Improvement Manager is a member of the Micklefield regeneration board and youth service localisation has been discussed with the Board. Discussions with local councillors are underway to ensure that input to new or refreshed delegations in the new municipal year to area committees are secured.

- Outer South – A working group met on 11 October 2013 and agreed an action plan to deliver the Scrutiny Board recommendations in the area. The Area Leader is meeting with each Parish and Town Council in Spring 2014 on new or refreshed delegations. The Environmental Services Locality Manager has consulted with Parish and Town Councils on the Service Level Agreement. Operational dialogue through local groupings continues with the service on the delegated function and further discussions on the zonal deployment of environmental resources are planned.

Current Position:

West North West

- The Outer North West Community Committee held a Parish and Town Council Forum meeting on the 2nd April. Following a request made at a previous meeting the main focus was on Environmental issues. The WNW Environmental Locality Manager gave a presentation which included information on local accountability, what resources the Locality Team manages and what the service does to keep neighbourhoods clean. Discussions ensued on how the Environmental Locality Team and the Parish and Town Councils can work closer together and a number of actions were agreed which included; the locality team sharing information about mechanical cleansing cycles with local councils and also providing advice on the most appropriate clothing for the Parish and Town Council's own cleansing operatives to wear. The next Parish and Town Council Forum in February 2015 will focus on a discussion on Highway and Transportation issues.

East North East

- The Outer NE Parish and Town Council Forum continues to meet and be well attended. The meeting is chaired by a member of the Community Committee and the meeting is open for all to attend. Recent discussions have focused on how the Environmental SLA has been working and exploring better working around community safety issues. The meeting during the summer focused on the work of children's services in the Outer NE and the opportunity for Parish and Town Councils to work closer with the local cluster. The Parish and Town Councils welcomed this conversation and explored ideas about how they could support the work of the clusters and targeted services for children and families and increase the aware of the services and activities available through the local cluster. The next meeting is due to take place in January 2015.

South East

- Outer East –Town and Parish Councils membership is included in current partnerships and all relevant consultation exercises on integrated services affecting the local population are undertaken by partners with PTCs, including that of the environmental SLA. On-going work to localise the youth service has been discussed at community forums with representatives from the local parish councils. Area Improvement Manager is a member of the Micklefield regeneration board and youth service localisation has been discussed with the Board. Discussions with local councillors are underway to ensure that input to the new community committees and any new delegations.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That there are effective operational relationships with all local councils in relation to Planning Services and Highways and Transportation.

Recommendation 6 – That, in accordance with the Leeds Parish and Town Council Charter and supplementary document, the Director of City Development leads on strengthening and ensuring there is a consistent approach to the operational relationships with all local councils in relation to Planning Services and Highways and Transportation.

Formal response (July 2013):

Fully supportive of the need to ensure we have effective operational relationships.

There are good and effective working relationships established in relation to development management, local and neighbourhood planning and enforcement. The Planning Charter, which has operated for several years, was revised and updated at the Annual meeting at the end of January and includes new sections – discussions have not yet been finalised to agree the updated Charter but will be progressed shortly – the outstanding issues relate to content about tree works information, the Community Infrastructure Levy and Neighbourhood Planning.

In terms of Neighbourhood Planning, 39 areas across Leeds are either working on Neighbourhood Plans or have shown an interest; of these areas, 25 are Town or Parish Councils, which equates to 75% of the Town and Parish Councils in Leeds. Recently, six other Town or Parish Council areas have shown an interest in Neighbourhood Planning and are being advised accordingly. Eight Parishes have shown no interest in Neighbourhood Planning to date (Allerton Bywater, Arthington, Drighlington, Gildersome, Great and Little Preston, Micklefield, Morley and Swillington). It is possible that this position will change as a result of the site allocations consultation being carried out in June/July.

The Neighbourhood Plans are at different stages and there are different capacities locally to prepare them; for this reason they are receiving different levels of support from minimal to intensive (the intensive support being given to the pilot areas of Boston Spa, Otley and Kippax). No Neighbourhood Plans have been adopted yet, as this cannot happen until the adoption of the Core Strategy, which is expected to be in mid to late 2014.

12 Town or Parish Council areas have completed Stage 1 of the Neighbourhood Planning process (designating a relevant neighbourhood area) and are now working to producing a draft Neighbourhood Plan document (Stage 2). There are seven pending neighbourhood area designations in Town or Parish Council areas.

Planning and Sustainable Development now have wedge-based nominated contact officers, to ensure a single point of contact for Parish Councils and to ensure greater continuity.

Through the Charter, local planning processes and Neighbourhood Planning, we ensure greater contact with Town and Parish Councils and a means for them to feed into the wider planning process.

A Highways and Transportation supplement that sets out the links and services provided in the local council areas has been provided and is updated on a regular basis. In addition officers within the service work closely with their local councils to provide services which

address local needs such as highway maintenance operations, street lighting and local traffic management.

Details of planned road works are provided to local councils and a new on-line system called 'roadworks.org' is currently being brought on stream which should in due course provide improved levels of communication and notification. Contact details for key officers in the local council areas are provided.

The supplement is currently updated on an annual basis to reflect both changes in the services and issues that may be raised by local councils and residents during the year. A further update for 2013 is planned and ways of improving the usability and level of information provided within the document are presently under review.

Position reported in February 2014:

The Parish and Town Council Charter was reviewed in September 2013 and includes updates Community Infrastructure Levy (CIL), tree works and neighbourhood planning.

- 21 parished areas have been designated a neighbourhood area and will receive support from the Council to prepare a neighbourhood plan
- The Parish and Town Council Charter now outlines the keys stages in the neighbourhood planning process
- To complement the charter, a neighbourhood planning agreement will be prepared for each area and will set out statutory responsibilities, how the Council will support and parish and town council responsibilities
- Parish/Town councils were consulted on CIL charging schedule Oct/Dec 2013, the draft is due for submission February 2014 and adoption late 2014
- From 1 December 2013, Parish/Town Councils will be notified by email of new tree work applications
- Parish/Town Councils now have an opportunity to attend Plans Panel under new public speaking provisions at pre-application stage
- Officers will now request Parish/Town councils are consulted by applicants on sensitive pre-applications

Current Position:

In September 2014 two 2 workshops given on a Planning update at the Parish and Town Council Seminar; they were well attended.

In October and November Parish and Town Councillors attended two sessions of Plans Panel member training; it is likely that in 2015 more tailored training for Parish and Town Councillors will be given.

- 39 areas are working on or have shown an interest in neighbourhood planning. 22 (56%) of these are Town or Parish Councils.
- Alwoodley Parish was designated a neighbourhood area at end of February 2014, bringing the total to 22, although all may not proceed to examination.
- Collingham and Linton Parish Council formally advertised the Pre-Submission Draft Linton Neighbourhood Plan for six weeks on 9th June 2014. The pre-submission draft is being revised in light of comments received. Walton Parish Council is expected to undertake consultation on the Pre-Submission Draft Walton Neighbourhood Plan shortly.
- All parished areas are progressing well with the drafting of planning policies and their neighbourhood plans.

- Town and Parish Councils are awaiting further developments on the draft Site Allocations Plan. Consultation on the Publication Draft Site Allocations Plan is expected Summer 2015.
- The Core Strategy was adopted by Full Council on 12th November 2014. This sets out the strategic policy framework which neighbourhood plans must be in general conformity with.
- Parish and Town Councils will be invited to enter into Neighbourhood Planning Agreements with the City Council which will set out clearly roles and responsibilities for both the City Council and the parish/town council.

The annual review of the Highways and Transportation Supplement was undertaken during the Autumn 2013. The document was updated in respect of contacts and changes to the service.

A presentation was made on the “roadworks.org” website which provides up-to-date detail about road works planned and allows the local Councils and individuals to tailor alerts from the system for their local areas. Further work will continue to develop the functionality of this system and the depth and quality of information available to the public and local Councils. This system should also alleviate issues that have arisen in terms of changes to the timing of planned road works which have occurred under existing arrangements.

An update was also given on the reporting of the annual programme and progress and engagement with the part night switching programme for street lighting.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*



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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: 8 December 2014

Subject: Quarterly Performance Report (including Stronger developments)

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

Last year the Safer and Stronger Communities Scrutiny Board agreed revised arrangements for reporting performance across its remit. This includes receiving on an alternate basis a detailed report on performance in areas relating to the ‘Stronger’ and ‘Safer’ communities respectively. It also allows the Director / Assistant Chief Executive an opportunity to highlight good performance as well as identify any emerging areas of concern or risks. This report provides details on both Safer and Stronger elements of the Board’s remit, but includes specific details in relation to some aspects of Stronger to reflect some of the emerging developments and the Board is invited to focus in on these aspects as part of its deliberations.

Recommendations

Members are invited to consider the quarterly report of the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities) and consider specifically some of the emerging developments relating to Stronger Communities aspects.

1 Purpose of this report

- 1.1 The purpose of the report is to provide the Board with an update from the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities), highlighting areas of good performance as well as challenges, and emerging areas of concern or risks. It also provides an opportunity for the Board to consider some of the emerging developments relating to Stronger aspects of the Board's remit.

2 Background information

- 2.1 This report takes account of the changing corporate reporting arrangements, and the agreed arrangements for providing performance information to Scrutiny Boards, as well as the specific requirements agreed by this Board.

3 Main issues

3.1 Citizens and Communities

A detailed account of the current position can be found at Appendix 1. Briefly the main areas covered are:

3.1.1 Communities Board

The Communities Board is continuing to develop projects in a number of areas including locality focused and citywide projects. The projects are of 1 year duration, and, to ensure success, caution and sensitivity are being exercised in their establishment. It is anticipated that, once started (January) the work will be more visible, and the pace will increase. In addition, the Board is currently exploring its role in relation to cohesion and resilience and looking at how it can support the citizens@leeds work to tackle poverty and deprivation.

3.1.2 Migration Work

Work has taken place based on feedback from CLT, work with the Cross Council Migration Group and the Migration Partnership, which has resulted in a number of key deliverables being agreed.

3.1.3 Poverty Truth Challenge

Work has continued to take place following the launch to 200 people held at the Civic Hall in February 2014. The following 3 work strands have been established:

- Young people achieving potential
- Stigma and the perception of poverty
- Mental Health and Poverty

3.1.4 Strengthening local accountability and being more responsive to the needs of local communities

- All the community committees have now completed their first round of meetings and the second round will be completed by the end of November. All community committees have developed and are delivering against their engagement plans. A summary of the plans is at Appendix 2.

- A report to CLT on 2 September 2014 explored some of the different ways social contracts can be used and a framework is being developed.
- A report to Executive Board in October 2014 outlined progress in this area and a further update will be given to Executive Board in March 2015.

3.1.5 Resilience

Community resilience' is seen as the ability of individuals, households and communities to negotiate adverse conditions rather than be overcome by them. In order to more fully understand communities and to encourage/promote civic responsibility and the social contract concept work is taking place to try to ascertain a method of understanding/measuring resilience.

3.2 Environment & Housing

3.2.1 A highlight report is given as Appendix 3 to this report; this contains quarter 2 data, or latest available data where we are able to provide it.

3.2.2 Areas of performance to highlight include:

- Domestic Burglary which continues to show year on year improvement. Although the number of recorded offences has increased since the last quarter, there has been a change in recording procedure, with multiple offences recorded where a shared property is burgled. Leeds has held its position against other core cities and ranks better than four other authorities as of September 2014. Leeds has reduced its burglary rate by half in the last four years.
- Anti-social Behaviour – In the 12 months to the end of October 2014, there were 5,207 new enquiries allocated to LASBT, a 10.5% (+546) increase on the previous 12 month period. 1,463 new enquiries were received in quarter 2 which is an approximate 1% increase on the same period for 2013/14. There has been an increase in noise reports reflecting the integration of the daytime service and out of hours noise nuisance into LASBT.
- Domestic Violence has shown a slight increase in the prevalence of repeat victimisation from the previous period (up to 35.3% as of October 2014 from 34% at the end of quarter 1). 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 September 2014 the 12 month rolling repeat suspect rate stood at 16.2% (2,311 repeat suspects).
- Drugs and Alcohol programmes which are continuing to deliver improved levels of successful completions against previous years' performance.
- Missed bins figures are showing a month on month improvement over the last quarter with factors such as the phase 1 introduction of in-cab technology and a change to a four-area crew supervision pattern having a positive impact.

- Recycling YTD figures (August 2014) are showing a slight reduction of 1% than for the same period last year despite kerbside recycling volumes being up by 6.7% (adding 1.9% to the NI recycling performance). This overall slight reduction is partially attributed to AWM recycling less from their plant and doing more energy recovery than recycling. In addition, only 80% of street arisings are being accepted as composting as per EA discussions as to the correct definitions of their treatment.

(September YTD data (to be verified) shows a reduction of 0.6% on the same period last year although kerbside recycling volumes are up by 8.4%.)

- Tonnage to landfill which although not currently on target, is showing slightly reduced YTD (August 2014) figures than for the same period last year. Kerbside collected black bin waste is showing a reduction of 2,564t for the same period, having included the disposal of additional residual waste from new properties in the city.
- Grounds maintenance - The current position regarding the Council's Grounds Maintenance Contract is captured in the report of the Head of Scrutiny and Member Development entitled "Grounds Maintenance – Recommendation Tracking" which was considered by the Board on 10th November. The contract is at a review point and the Council is considering how it may make allowances for exceptional weather conditions going forward. This will include a contingency plan whereby additional operational resources in residential areas are provided by the Parks and Countryside service during the peak flush of growth.

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.

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

Performance across the portfolio of the Board's remit is generally good and holding well or improving, although there are challenges around recycling and avoiding waste going to landfill.

Work is continuing to develop around the 'Stronger' agenda. Much of this is in early stages and specific performance measures are being developed. Conversations with the Becketts' University have indicated that they will provide a critical friend to proposed approaches to performance in relation to the Communities' Board.

6 Recommendations

- 6.1 Members are invited to consider the quarterly report of the Director of Environment and Housing and the Assistant Chief Executive (Citizens and Communities) and focus in particular on 'Stronger' aspects covered within the report.

7 Background documents¹

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.

STRONGER COMMUNITIES – CITIZENS AND COMMUNITIES

Performance Area	Strategic Links	Summary Comments
Locality Projects	Communities Board	The Communities Board is continuing to develop projects that are a practical expression of how to increase dialogue between communities and public bodies. The primary aim of the 3 locality projects is the shared learning which can be taken from developing a model of how LCC (and the wider public sector) can work more collaboratively with communities in a way that increases community voice and influence and results in more empowered communities. The transfer of learning from this will inform future strategy.
City wide project	Communities Board	This focusses on community development; understanding what and where this is currently taking place, and considering different integrated models which lead to better use of existing resources. The intention is that this initially is a council perspective and then may be taken more widely. The final aspect of this work is to articulate the role of the Communities Board in future developments around community development. This will ensure that there is clear and shared understanding of best practice and provide a city wide perspective.
Communities Together (cohesion and resilience)	Communities Board	The Board is currently exploring its role in relation to cohesion and resilience. This is a complex area that cuts across a range of work that is taking place in other arenas e.g. Migration Partnership Board, Safer Leeds, safeguarding. It is therefore particularly important to ensure that the role of the Communities Board adds value to, and works with other work strands, and to understand how to respond to ripples created by incidents/tensions within communities.
Tackling Poverty and Deprivation	Communities Board	There is considerable work taking place under the citizens@leeds banner and the Communities Board has received updates on the 4 propositions. It is interested in making links and supporting these propositions and in order to provide an interface of the work of the council and the impact on communities. The Communities Board priorities play into the community hubs concept to provide local services to local people in the way in which local people want.

Migration work	Communities Board	<p>Work has taken place based on feedback from CLT, work with the Cross Council Migration Group and the Migration Partnership, which has resulted in the following key deliverables being agreed:</p> <ul style="list-style-type: none"> • Human Trafficking - This is one of the key issues that impacts on migrant communities and the work is led by the council's Resilience and Emergencies Team to develop a Human Trafficking Strategy and other associated work. • Female Genital Mutilation – this has previously been part of the scrutiny inquiry on domestic violence. The council is committed to work jointly with Black Health Initiative, Health and the police to end female genital mutilation in Leeds. • Forced Labour - Further work is needed to understand the issues of forced labour for council services and to implement the appropriate recommendations from the University Of Leeds Research on Forced Labour. • Advice Service Provision - Following changes to advice provision in Leeds this is now carried out via the telephone, and there is no face to face service. This has resulted in additional pressure on other advice providers in the City and there is anecdotal evidence that this is also impacting on providers in other parts of West Yorkshire. Work will take place to understand need and existing provision, and how to use this differently and more effectively. • Understanding Demographics - Leeds, is one of the fastest growing cities in the UK, and currently home to over 140 ethnic groups – making Leeds' black and minority ethnic population to most diverse outside of London. Work will be undertaken to identify and understand the numbers, geography and economic circumstances of migrant populations around the City. In particular, what migrant cohorts exist, where they are located and what their priority service needs are. • Destitution – Following from the Executive Board report in July 2013, the Migration Partnership is working to highlight current issues, numbers and impacts, and take action to address these. • Managing and Understanding Perception of Migration - There is still a general negative perception of migration and its impact on Leeds. Migration Yorkshire have been successful in getting further funding from the European Integration Fund to run another one year Integration Up North programme in 2014 – 15 which will help to address this area. In addition the council have signed up to the work on 'Enhancing public perception on diversity and migration'; this will provide support and advice to help with our strategic approach to migration and draw up an appropriate action plan. • Co-Location - Explore the feasibility of co-locating some of the migration organisations and services to increase co-operation and partnership working and to minimise back office costs by sharing premises. This could help free up resources to support advice and advocacy work.
Poverty Truth Challenge	Communities Board	<p>Work has continued to take place following the launch to 200 people held at the Civic Hall in February 2014. The following 3 work strands have been established:</p> <ul style="list-style-type: none"> • Young people achieving potential. • Stigma and the perception of poverty. • Mental Health and Poverty.

		<p>The aim for each of these work strands is to learn more about the area and begin to highlight potential opportunities to stimulate changes. The groups are currently considering next steps and how/when to communicate their findings and outcomes.</p>
<p>Strengthening local accountability and being more responsive to the needs of local communities</p>	<p>Best Council Plan Priority</p>	<p>Put in place community committees which help develop a strong local identity - All the community committees have now completed their first round of meetings and the second round will be completed by the end of November. The new Community Committee brand is being widely used for report covers, agendas, wellbeing fund recipients (publicity 'cheques') and promotional material including pull-up banners, flyers and posters. Eight of the ten community committees are regularly using their Facebook accounts, which now have 1,099 page likes, to increase their profile by posting good news stories (reposted by the council's corporate page, which has over 3,000 'likes'). Importantly, this has enabled the committees to engage with a new and younger demographic. Work is beginning to more formally evaluate and understand the impact the changes have made.</p> <p>Deliver engagement plans in each locality, resulting in increased involvement – all community committees have developed and are delivering against their engagement plans. A summary of the plans is at Appendix 1. Involvement by residents is being actively encouraged in a range of ways as well as through the formal engagement mechanism e.g.</p> <ul style="list-style-type: none"> • Increasing involvement by direct contact with the business community, and through business networks. • Wellbeing funds are well distributed, with work taking place to improve quality, length and reach of the projects funded. The increased involvement by the local community is supporting more vulnerable people and engaging in activities which promote active citizenship. • Engage with both wider and new audiences. Social media (as above) has provided a platform to build relationships and to share useful and interesting information to stimulate local conversations and promote activities, events, services and facilities. It is being used to publicise consultation, community events and environmental improvements. • Forum Meetings in addition to the community committees a range of Forums exist across the authority and these are a further way of involving a wide range of stakeholders. • The use of the 'citizens@' brand in relation to engagement opportunities is helping to further link and join the work together so that it is seen as part of a one city approach. <p>Develop our approach to a social contract - The idea that there is a balance of rights and responsibilities between council services, other providers, service users and citizens is well understood within the council. There is also an understanding that this has to be redesigned to suit the council's operating context and to manage increasing demands on services. The council's role in taking forward the social contract concept is to help unlock local capacity: the capacity of individuals, the capacity of communities and, in support of those, the capacity of the council itself (staff, members, physical assets and</p>

		<p>financial resources). A report to CLT on 2 September 2014 explored some of the different ways social contracts can be used. Work is ongoing to provide a framework within which to address the changing rights and responsibilities on all sides, which comes with working in the current times of austerity.</p> <p>Increase the community use of and interactions with community hubs - A report to Executive Board in October 2014 outlined progress in this area, and Executive Board agreed the proposals to:</p> <ul style="list-style-type: none"> • Bring together all existing community based one stop centres, libraries and housing management offices to be managed as a single set of front-of house services, to enable the development of a city-wide network of community hubs. • Develop the city-wide network of community hubs in partnership with Community Committees' and local ward councillors, and supported by a city centre community hub. <p>A further update will be given to Executive Board in March 2015, when information in relation to measuring the use and interactions with community hubs will be addressed.</p>
Resilience		<p>Community resilience' is seen as the ability of individuals, households and communities to negotiate adverse conditions rather than be overcome by them. The term can apply to financial and social and environmental challenges and response to incidents. It can include developing new, better responses to changed circumstances. Key, linked, factors in community resilience include:</p> <ul style="list-style-type: none"> • Individuals' resilience levels within community ('healthy, engaged people') • How isolated or networked people are • What community assets exist (skills/qualifications, physical, social, cultural, leadership) • Economics (disposable income, employment etc) <p>In order to more fully understand communities and to encourage/promote civic responsibility and the social contract concept work is taking place to try to ascertain a method of understanding/measuring resilience.</p>

Community Committee Engagement Plans November 2014

Community Committee	Engagement Plans In Place	Engagement Plans being Developed
Outer West	Business, Enterprise and Economy, linking in with employment opportunities for local people	Explore summer holiday provision for young people Older people (social isolation)
Inner West	District centre sustainability	Parks, outdoor plan and recreation Free school meal take up and family health Mental health
Inner North West	Children and family health Making the most of local assets and ensuring community influence upon their use	Connecting local communities to employment opportunities Engaging and increasing the influence of young people Making the changeover process effective and sustainable with shrinking resources
Outer North West	Domestic violence	Social isolation Engagement with children and young people
Inner North East	Employment in the Queenshill and Brackenwood estate	Social Isolation focusing on mental health and BME communities Low take up of apprenticeships/views of young people
Inner East	Re-engaging young people	Mental health with a focus on social isolation Environment Jobs and skills
Outer North East	Strengthening community relations in Alwoodley	Young people through Barleyfields Youth club
Outer South	Positive activities for children and young people	Adult social care and health and wellbeing Employment skills and welfare
Inner South	Domestic violence	Childrens services families and communities first Employment skills and welfare Adult social care and health and wellbeing
Outer East	Raise aspirations and connect communities to the opportunities from Thorpe Park	Care Act and impact on elderly communities Safer communities Environmental priorities

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DIRECTOR OF ENVIRONMENT AND HOUSING: QUARTER 2 / LATEST AVAILABLE DATA HIGHLIGHT REPORT

SECTION A: SAFER COMMUNITIES

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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 October 2014 there were 3,998 recorded offences, down 20.4% (1,024 fewer offences) when compared to the previous year. However, in the last 3 months (Aug-Oct), there were 1,142 recorded burglary dwelling offences in Leeds, up 35.3% (298 more offences than the previous 3 months).</p> <p>There has been a change in recording procedure, with multiple offences recorded when a shared property is burgled (i.e. one offence per victim, regardless of the nature of the shared arrangements or internal door locks, so there will be an increase in multiple offences when previously only one would be recorded. This has led to some increases in crime levels, especially in areas with high student or shared accommodation. The autumnal months traditionally see increases in burglary offences; these rises occur throughout the day, not only in the longer twilight and dark periods.</p> <p>Leeds has held its position against other core cities, ranking better than four other authorities as of September 2014. With a rate of 13‰ (per 1,000 households), Leeds is consistently below the national average of 19‰ and has reduced its burglary rate by half in the last four years.</p> <p>The following are some of the examples of work being carried out:</p> <ul style="list-style-type: none"> • Work continues in the localities of concern and during this quarter partnership plans have been developed for the ‘Darker Nights’. Profiles have been compiled for a third Local Neighbourhood Approach area, aiming to start in Holbeck (Recreations) Oct/Nov. First LNA area (Nowells) coming to a conclusion, residual work to be completed and level of ongoing commitment to area to be agreed. Second LNA area in Armley into formal stage and activity in this area will increase over coming months. • Good partnership links and practices have been forged with NPT in East and West; recent joint operations in both areas have proved successful and have sent out a good visual image of partnership approach. • 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

			<p>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.</p> <ul style="list-style-type: none"> • YOS has identified a lead reparation worker in each of the three area teams in order to increase reparation undertaken by young people. Reparation completion is monitored in YOS performance data • There has been a well embedded process in place between Probation and YOS to manage the transition of offenders. The split of the service into NPS and CRC continues to challenge some processes but generally the systems continue to function. Agreement has been reached regarding YOS secondees.
Anti-Social Behaviour	Partnership quarterly report card and monthly service level data	<p>City Priority Plan: Priority – Effectively tackle and reduce ASB in our communities.</p> <p>Headline Indicator – Improve public perception rates that ASB is being handled effectively.</p>	<p>In the 12 months to the end of October 2014, there were 5,207 new enquiries allocated to LASBT, a 10.5% (+546) increase on the previous 12 month period. 1,463 new enquiries were received in quarter 2 (Jul-Sep); approximately 1% increase on the same period for 2013/14.</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. The greatest volume of enquiries is noise nuisance and OOH received 7,593 calls in the last 12 months.</p> <p>LASBT opened 1694 new cases between October 2013 and September 2014. LASBT opened 422 new cases during quarter 2, a decrease on the same period 2013/14 (559).</p> <p>256 ASB Case surveys were completed between April and September 2014 and the overall satisfaction for service received was 94.9%, slightly lower than satisfaction for the same period 2013/14 (98.5%).</p> <p>Changes to West Yorkshire Police processes have improved the triaging and allocation of reported issues within WYP. There is now a ring back process for all ASB reports, ensuring victims have appropriate information to report further non-criminal incidents to LASBT.</p> <p>The new process has contributed to an increased workload for the Link Officers from 192 cases August 2013 to 352 cases August 2014.</p> <p>The following are some of the key examples of work being carried out in this area:</p> <ul style="list-style-type: none"> • July 2014 bolt on ASBO secured in respect of person causing nuisance in city centre. • July 2014 Notice of Intention to Seek Possession served to resident of Hebden Green; cannabis found at property. • August 2014 following a multi-agency Daily Briefing an injunction was secured in respect of 3 persons causing nuisance to residents in Barden Terrace. • August 2014 noise making equipment seized from Middleton Close due to breach of noise abatement notice. • September 2014 an injunction secured in respect of property on Hall Lane linked to rent arrears, drug misuse, and nuisance behaviour.

			The Anti-social Behaviour Crime and Policing Act was introduced in October 2014 giving officers dealing with ASB a new suite of tools and powers to work to.
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 a slight increase in the prevalence of repeat victimisation from the previous period. At October 2014, the twelve month rolling repeat victimisation rate was 35.3% (14,224 incidents and 5,017 repeat victims). Actual reported incidents have increased in the last 12 months to the end of October 2014, by 6.4% (853 more offences). At September 2014, the twelve month rolling repeat suspect rate was 16.2% (2,311 repeat suspects).</p> <p>80% of reporting victims are female. The police make an arrest at more than 1/3rd of incidents (36% in the last 12 month period). Police records show over three-quarters (77.3%) of victims in 2013/14 were aged between 20 and 49 years, with a clear bias towards younger adults. Reporting includes families (where children are present) as well as couples without children; absolute numbers of incidents that children have witnessed have increased in line with overall levels.</p> <p>Please see the following key examples of work carried out in this area:</p> <ul style="list-style-type: none"> • 10 Domestic Homicide Reviews being undertaken. A DHR Policy, Procedures & Toolkit document is near completion. • Initiatives between the police and CPS continue to contribute to Leeds achieving the lowest attrition rates for DV across West Yorkshire. • The Leeds DV Quality Mark has been embedded into Public Health Contract Management. Contract Managers will be trained to undertake DV Quality Mark reviews as part of their performance management of providers. • The DV Team have delivered the following training: MARAC briefings; DV training to Foster Carers, Probation staff, Social Workers and Barnardos; multi agency training on Adolescent to Parent Abuse; Valuing Diversity; Sexual Violence; Pornography, CSE & DV to school staff. • Strong links with businesses are being developed with agreement from White Rose Centre and Trinity to pilot the Leeds DV Quality Mark for businesses. • A DV website is being developed and will be launched in Dec 2014. • A DV Conference is being organised for Dec 2014. • The refreshed LCC Domestic Policy has been agreed by the Unions and awaits sign off by the HR Leadership Team.
Drugs and Alcohol	Adult Successful Completions and	BCP Objective 1 – Supporting communities and	As of Q2 2014-15 commissioned services have delivered 228 successful completions (end of September 2014). This is only slightly below the quarter end target of 234 and is an improvement on what providers were delivering in 2012-13 (145 completions) and 2013-14 (209 successful completions).

	Representations (Provider) Report – monthly.	tackling poverty – Supporting healthy lifestyles and getting people active (Increase the number of successful alcohol and drug treatments)	
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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>Latest Available Data – Lunar Month 8 (Week Commencing 13 October 2014)</p> <p>Lunar months 6 onwards have shown a month on month improvement in missed bins across all types with the overall figure standing at 20.98 better than for the same period last year. This improved position is against a background of a change in the number of bins collected on a weekly basis following the implementation of phase 3 of the Alternate Weekly Collections. Other factors include the phase 1 introduction of in-cab technology (IWMS) and the move to a four working area way of crew supervision which staff have reported as having a positive impact.</p> <table border="1"> <thead> <tr> <th></th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>6</th> <th>7</th> <th>8</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> <td>133.89</td> <td>90.32</td> <td>89.05</td> <td>72.21</td> </tr> <tr> <td>SORT - Green</td> <td>76.12</td> <td>84.04</td> <td>79.6</td> <td>43.86</td> <td>78.25</td> <td>91.75</td> <td>74.39</td> <td>51.93</td> </tr> <tr> <td>Garden - Brown</td> <td>120.68</td> <td>144.82</td> <td>115.37</td> <td>131.79</td> <td>124.25</td> <td>80.75</td> <td>76.00</td> <td>63.25</td> </tr> <tr> <td>Overall</td> <td>85.89</td> <td>99.94</td> <td>91.34</td> <td>72.81</td> <td>115.36</td> <td>88.75</td> <td>81.98</td> <td>64.32</td> </tr> <tr> <td>13/14 Overall</td> <td>83.91</td> <td>137.55</td> <td>129.76</td> <td>138.76</td> <td>140.33</td> <td>78.63</td> <td>60.04</td> <td>85.30</td> </tr> </tbody> </table>		1	2	3	4	5	6	7	8	Residual Black	76.83	89.91	87.58	63.65	133.89	90.32	89.05	72.21	SORT - Green	76.12	84.04	79.6	43.86	78.25	91.75	74.39	51.93	Garden - Brown	120.68	144.82	115.37	131.79	124.25	80.75	76.00	63.25	Overall	85.89	99.94	91.34	72.81	115.36	88.75	81.98	64.32	13/14 Overall	83.91	137.55	129.76	138.76	140.33	78.63	60.04	85.30
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Recycling	Monthly trend report	BCP Objective 5 – Dealing effectively with the city’s waste – Increasing recycling and reducing the use of landfill.	<p>2014/15 Latest Available Data:</p> <table border="1" data-bbox="775 169 2114 376"> <thead> <tr> <th></th> <th>Jun</th> <th>Jul</th> <th>Aug</th> <th>Sep*</th> </tr> </thead> <tbody> <tr> <td>Monthly Target</td> <td>51.6%</td> <td>50.0%</td> <td>49.8%</td> <td>48.4%</td> </tr> <tr> <td>Monthly Achieved</td> <td>47.5%</td> <td>47.8%</td> <td>44.6%</td> <td>-</td> </tr> <tr> <td>YTD Target</td> <td>49.2%</td> <td>49.4%</td> <td>49.5%</td> <td>49.3%</td> </tr> <tr> <td>YTD Achieved</td> <td>46.5%</td> <td>46.9%</td> <td>46.5%</td> <td>46.6%</td> </tr> </tbody> </table> <p>*Data to be verified</p> <p>The Year to Date figure for August 2014 is 1% lower than for the same period last year (47.5%). September data (to be verified) shows a YTD figure of 46.6% which is 0.6% lower than for the same period last year. Although kerbside recycling volumes as of August 2014 are up 6.7% (adding 1.9% to the NI recycling performance), this overall slight reduction is partially attributed to AWM recycling less from their plant and doing more energy recovery than recycling. In addition, only 80% of Street arisings are being accepted as composting as per EA discussions as to the correct definitions of their treatment. (The data for September 2014 – to be verified – shows kerbside recycling volumes are up by 8.4% (adding 2% to the NI recycling performance)).</p>		Jun	Jul	Aug	Sep*	Monthly Target	51.6%	50.0%	49.8%	48.4%	Monthly Achieved	47.5%	47.8%	44.6%	-	YTD Target	49.2%	49.4%	49.5%	49.3%	YTD Achieved	46.5%	46.9%	46.5%	46.6%
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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.	<p>2014/15 Latest Available Data:</p> <table border="1" data-bbox="775 900 2069 1107"> <thead> <tr> <th></th> <th>Jun</th> <th>Jul</th> <th>Aug</th> <th>Sep*</th> </tr> </thead> <tbody> <tr> <td>Monthly Target</td> <td>11,214t</td> <td>11,434t</td> <td>11,279t</td> <td>10,804t</td> </tr> <tr> <td>Monthly Achieved</td> <td>12,622t</td> <td>12,283t</td> <td>11,719t</td> <td>-</td> </tr> <tr> <td>YTD Target</td> <td>34,034t</td> <td>45,468t</td> <td>56,747t</td> <td>67,551t</td> </tr> <tr> <td>YTD</td> <td>37,339t</td> <td>49,622t</td> <td>61,341t</td> <td>72,598t</td> </tr> </tbody> </table> <p>*Data to be verified</p> <p>Kerbside collected black bin waste stands at 71,790t as of August 2014 (Year to Date figure). This is a reduction of 2,564t from the August 2013 position (74,354t) which equates to over £230k reduction in landfill costs in the same period, having included the disposal of additional residual waste from new properties in the city.</p>		Jun	Jul	Aug	Sep*	Monthly Target	11,214t	11,434t	11,279t	10,804t	Monthly Achieved	12,622t	12,283t	11,719t	-	YTD Target	34,034t	45,468t	56,747t	67,551t	YTD	37,339t	49,622t	61,341t	72,598t
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Street Cleanliness (% of sites that have acceptable litter levels)	Bi-annual	City Priority Plan: Priority – Ensure that local neighbourhoods are clean. Headline Indicator – Reduce the percentage of streets in Leeds with unacceptable levels of litter.	<p>The statistics for Summer 14/15 show a figure of 91.3% which is exceeding the target of 90.2%.</p> <table border="1" data-bbox="770 169 1787 296"> <thead> <tr> <th colspan="2">% of sites that have acceptable litter levels</th> </tr> <tr> <th>Winter 13/14</th> <th>Summer 14/15</th> </tr> </thead> <tbody> <tr> <td>94%</td> <td>91.3%</td> </tr> </tbody> </table>	% of sites that have acceptable litter levels		Winter 13/14	Summer 14/15	94%	91.3%
% of sites that have acceptable litter levels									
Winter 13/14	Summer 14/15								
94%	91.3%								
Grounds Maintenance			<p>An analysis of grounds maintenance enquiries over Q1 and Q2 shows that during this period, 1,279 enquiries were received from 1,110 properties.</p> <p>The highest number of enquiries were received in July – 288 enquiries from 257 properties. The majority (256) were requests for service with 200 relating to tree cutting, 27 to overgrown vegetation and only 22 to grass cutting.</p> <p>The current position regarding the Council’s Grounds Maintenance Contract is captured in the report of the Head of Scrutiny and Member Development entitled “Grounds Maintenance – Recommendation Tracking” which was considered by the Board on 10th November. This report sets out the progress made in responding to the recommendations arising from the Scrutiny review on the Council’s Grounds Maintenance Contract carried out in 2012. Ten recommendations arose from this review and this report sets out current progress made in responding to these recommendations.</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)	<p>Phases 1, 2 and 3 have now been successfully implemented. The scheme commenced on the 28th July 2014 to cover the phase 3 area. This covers just over 30’000 properties. Since go live we have deployed waste advisors in to areas using intelligence from the crews, colleagues from housing and the supervisors at Waste Management. We have been looking 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.</p> <p>The final fourth phase is to be implemented in 2015.</p>

Risks associated with Ash Tree Dieback	(No report available – officer’s update only)	<p>The disease is spreading and, whilst not currently identified in the Leeds area, it is spreading through eastern North Yorkshire and East Riding, plus it is well established in parts of the western Yorkshire Dales National Park, as far south as the Skipton area.</p> <p>Our approach to mitigating the effects of Chalara once identified in Leeds remains the same. We will focus on unreasonable risks to people or property. We will continue to ban the planting of ash in our planting schemes and monitor the spread of the disease through Yorkshire on a monthly basis.</p>
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NB. No exclusions from performance monitoring this quarter.

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Report of the Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 8th December 2014

Subject: Financial Health Monitoring 2014/15

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. Next month the Safer and Stronger Communities Scrutiny Board will have the opportunity to consider and provide any comment on the initial 2015/16 budget proposals relevant to the Board's portfolio. However, the Chair has requested an update for today's meeting in relation to the current financial health of the Environment and Housing and Citizens and Communities directorates in line with the Board's portfolio.
2. Budget Monitoring is a continuous process throughout the year for the Council's Executive Board. At its meeting on 19th November 2014, the Executive Board received a report setting out the Council's projected financial health position for 2014/15 at the half year stage of the financial year, including individual financial dashboards for each of the directorates.
3. The financial dashboards relating to the Environment and Housing and Citizens and Communities directorates for period 6 of the current financial year have been appended to this report for Members' information.

Recommendation

4. Members are asked to note the current financial health of the Environment and Housing and Citizens and Communities directorates in line with the Scrutiny Board's portfolio.

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.

ENVIRONMENT & HOUSING DIRECTORATE SUMMARY
FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR
 Period 6 (September 2014)

Overall Position

The Directorate is currently projecting an underspend of £100k at period 6.

Community Safety (£165k underspend)

Staffing is expected to be £203k under budget. This is primarily due to a projected staffing underspend on CCTV/Security (£202k) due to pre-restructure vacancies and Signpost (£102k) and Safeguarding (£38k) offset by a projected £59k pressure against the staffing efficiency target for ASBU and an £80k pressure for partnership/pay award pending. The additional income targets for the service that were built into the 14/15 budget are projected to be achieved, however a £56k pressure has been assumed on other CCTV work contracts. Other net savings total £18k.

Strategic Housing and General Fund Support (£135k underspend)

An underspend is anticipated on Supporting People contracts (£154k) after achieving efficiencies of £1,254 between 13/14 and 14/15. The underspend is primarily due to additional Police and Crime Commissioner funding that can be applied to alcohol related contracts. The amounts borrowed from the reserves in 11/12 is now deemed to have been repaid. Strategic Housing staffing is projected to be £99k under budget over the year. This is primarily due to underspends on Housing Options, Leeds Neighbourhoods Approach and Area Renewal. The restructure of the Sustainable Energy and Climate Change team is projected to give a one-off staffing pressure of £12k in 14/15 due to staff in Managing Workforce Change. A £11k overspend on the performance team has been projected. Other pressures total £118k and are primarily due to a £37k pressure from the Cross Green facelift scheme and £54k pressure on income from funded schemes.

Parks & Countryside (£0k balanced)

Parks & Countryside is expected to come in on budget although a number of significant pressures have arisen. The recent judicial review ruling on allotments is expected to create a pressure of £104k (£50k reduced income and £54k of legal costs) which can be partially offset by other horticultural service savings of £27k. Income from golf and sports pitches is expected to be £164k below the budgeted level and a pressure of £326k is expected for Bereavement Services after utilising some one off savings. Staffing savings of £87k are projected, primarily due to savings within the Forestry service. Grounds Maintenance costs are expected to be £82k under budget, workshop spares and sales are projected to be under budget by £157k and Insurance and NNDR savings of £246k are expected. Other net savings total £22k.

Car Parking (£512k underspend)

Savings from vacant posts that are in the process of being recruited to will save £77k. However, this is offset by expenditure increases of £111k associated with additional charges for Cash collection and credit card /bank charges.

Parking income is projected to be £546k higher than the budget.

On Street income is projected to generate additional income £434k. After 6 months all sites appear to show good levels of income.

Off street parking up £180k offset by reductions in PCN offences £377k, though BLE income projected to be up by £78k. (Phase 1 down £327k)

Woodhouse Lane - continues to be busy during week days, projected increase of +£133k (incl Sept price increase to £5.50).

Currently managing the former Quarry Hill site for a monthly fee. Projection assumes 6 months (£47k). Other income +£68k

Waste Management (£780k over)

The budget assumes the delivery of £2.5m of savings, predominately in waste disposal resulting from the full year effects of last years roll out of Alternate Week Collection (AWC) and the roll out of the service to a further 106,000 households during 14-15.

Refuse Collection is forecast to be £194k overspent. The pay budget remains a challenging area with a projected overspend of £196k arising from the use of back up and additional cost of sickness. There is a strong focus in the service with regard to tackling attendance issues to improve on the 13/14 position. The delay to AWC will impact on route changes which will cost circa £148k in year. Other transport costs, mainly fuel, are projected to save £60k and additional income of £90k is forecast.

The waste disposal budget is £18m, of which kerbside black bin waste accounts for £14.6m. A pressure of around £400k is currently estimated based on the slippage of AWC3 into 2 separate phases and overall waste volumes City wide being higher than budgeted. Additional costs of disposing of recycled waste is expected to cost around £158k.

Delayed closure of Kirkstall Road waste site is projected to cost £53k. Savings of £14k in the remaining waste site budgets help reduce the overall pressure to £39k.

Environmental Action (£65k underspend)

Within Environmental Health savings from vacant posts are £178k, however additional staffing spend on front line cleansing and enforcement staffing is projected at £134k.

Other variations amount to a further £21k saving.

ENVIRONMENT & HOUSING DIRECTORATE SUMMARY
FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR
Period 6 (September 2014)

Budget Management - net variations against the approved budget;

Summary By Expenditure Type

	Latest Estimate £'000	Projected Variations									Total (under) / overspend £'000	
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Appropriation £'000	Total Expenditure £'000		Income £'000
Quarter 1	73,272	75	137	(58)	(6)	37	(20)	0	0	165	(165)	0
Month 4	73,272	102	(154)	596	(145)	71	(140)	0	0	330	(330)	0
Month 5	72,272	(89)	(174)	691	(124)	155	(150)	0	0	309	(309)	0
Month 6	72,272	(291)	12	607	(154)	143	(150)	0	(40)	127	(227)	(100)

Summary By Service

	Latest Estimate £'000	Quarter 1	Period 4	Period 5	Period 6	
		£'000	£'000	£'000	£'000	
Community Safety	3,187	0	0	(100)	(165)	
Strategic Housing & GFSS	12,177	0	(118)	(105)	(135)	
Parks & Countryside	9,124	0	0	0	0	
Waste Strategy and Disposal	20,402	0	357	462	547	
Waste Operations	2,595	0	53	72	39	
Refuse Collection	17,761	0	114	145	194	
Environmental Action	13,676	56	14	(5)	(68)	
Car Parking	(6,650)	(56)	(420)	(469)	(512)	
Total	72,272	0	0	0	(100)	

CITIZENS AND COMMUNITIES
FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR
Month 6

Overall

The directorate is projected to achieve a largely balanced budget by the end of the year, though within this, there are a number of variations.

Communities

The Community Centres budgets have a savings target of £-110k. Currently it is expected that they will achieve £-30k of this through savings on Facilities Management charges (£-10k) and income (£-20k). This leaves a shortfall of £80k which will need to be achieved by a combination of rationalisation of existing centres and further efficiencies in Facilities Management charges. Proposals around this are being developed for presentation to Executive Board in November.

Customer Access

There is a one off investment required as part of the Community Hub developments. £100k was set aside from savings delivered in the 2013/14 budget and these will be used to fund the additional spend in 2014/15. At the stage, it is expected that the budget will come in on-line.

Licensing and Registration

The entertainment licensing income budget was increased in 2013/14 in expectation of legislative changes that have still not materialised. As a result of this there is a risk of shortfall in income of potentially £100k which should be offset by £80k savings in staffing cost and £20k savings in running costs. There is also an expected shortfall in income for the Registrars Service (£56k) and this is expected to be met through savings on staffing and running costs.

Benefits, Welfare and Poverty

Benefits, Welfare and Poverty is reporting a balanced position at period 6. Vacancies on the section as a result of turnover have created a staffing saving of £-68k. This underspend has reduced since last month as some appointments have started earlier than anticipated. There has been an increase in overtime due to work on data matching, though this has been offset by additional DWP grant. In addition, the service is expecting the Investigations Unit to transfer to the DWP from January 2015 saving £-119k. Supplies and Services budgets are expected to overspend by £132k as work has been outsourced to Liberata and Capita and new technology is being investigated for E claims, though this is mostly funded by staff savings. Grant income budgets are £-57k better than anticipated due to extra funding being received from DWP for the data matching exercise. Other income is £-22k better than expected due to income received from MacMillan for work undertaken by the Welfare Rights Service. In respect of Discretionary Housing Payments and Local Welfare Support, trends of spend to date indicate that budget provision, including the amounts carried forward from 2013/14, will be sufficient to meet demand.

BUDGET MANAGEMENT - NET VARIATIONS AGAINST THE APPROVED BUDGET:

	Latest Estimate £'000	Projected Variations										Total (under) / overspend £'000
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Total Expenditure £'000	Income £'000		
Quarter 1	19,235	(98)	0	255	25	0	0	0	0	182	(183)	(1)
Month 4	19,432	(125)	2	34	30	(14)	0	0	0	(73)	68	(5)
Month 5	19,432	(253)	3	107	30	(14)	0	2	0	(125)	122	(3)
Month 6	19,432	(198)	3	108	30	(14)	0	2	0	(69)	66	(3)

	Latest Estimate £'000	Projected Variations											Outturn £'000
		Quarter 1 £'000	Month 4 £'000	Month 5 £'000	Month 6 £'000	Month 7 £'000	Month 8 £'000	Month 9 £'000	Month 10 £'000	Month 11 £'000	Month 12 £'000		
Communities	5,876	(1)	(4)	(2)	(2)								
Customer Access	11,326	0	(2)	(2)	(2)								
Licensing & Registration	630	0	1	1	1								
Benefits, Welfare and Poverty	1,600	0	0	0	0								
Total	19,432	(1)	(5)	(3)	(3)	0	0	0	0	0	0	0	0

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 8th December 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 19th November 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	Session 1 of the inquiry WG 28/10/14 @ 1.30 pm	Session 2 of the inquiry WG 11/11/14 @ 1 pm Session 3 of the inquiry Site visit - 20/11/14
<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	Session 1 of the inquiry WG 22/10/14 @ 11.30 am	
<i>Integrated Waste Strategy</i>	Scoping terms of reference WG 16/09/14 @ 11 am	Agreeing terms of reference SB 13/10/14 @ 10 am	Session 1 of the inquiry WG 25/11/14 @ 9.30 am
<i>Recycling – determining options for non-AWC areas.</i>	Scoping terms of reference WG 16/09/14 @ 11 am	Agreeing terms of reference SB 13/10/14 @ 10 am	Session 1 of the inquiry WG 25/11/14 @ 11.40 am
Peckfield Landfill Site		Scoping terms of reference WG 06/10/14 @ 12 pm SB 13/10/14 @ 10 am	Agreeing terms of reference SB 10/11/14 Session 1 of the inquiry WG 17/11/14
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 SB 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	Best Council Plan ‘Scorecard’ SB 13/10/14 @ 10 am	

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>		Session 4 - tbc	Session 5 - tbc
<i>Understanding safeguarding issues linked to migration</i>		Overview of key issues SB 28/01/15 @ 10 am	
<i>Area based delegations to Community Committees</i>	Session 2 of the inquiry WG – 10/12/14 @ 9.30 am	Session 3 - tbc	Session 4 - tbc
<i>Integrated Waste Strategy</i>	Session 2 of the inquiry WG 12/12/14 @ 11.30 am	Session 3 – tbc	Session 4 - tbc
<i>Recycling – determining options for non-AWC areas.</i>	Session 2 of the inquiry WG 12/12/14 @ 10 am	Session 3 – tbc	Session 4 - tbc
Peckfield Landfill Site	Session 2 (part a) of the inquiry Site visits – 15/12/14	Session 2 (part b) of the inquiry – tbc	Session 3 - tbc
Briefings	Financial Health Monitoring Update SB 08/12/14 @ 10 am	2015/16 initial budget proposals WG 7/01/15 @ 1.30 pm SB 28/01/15 @ 10 am	
Crime and Disorder Committee work.			
Recommendation Tracking	Parish and Town Councils SB 08/12/14 @ 10 am		
Performance Monitoring	Quarterly performance report SB 08/12/14 @ 10 am		

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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		
	March	April	May
<i>The role of Police Community Support Officers linked to new integrated partnership working models</i>			
<i>Area based delegations to Community Committees</i>			
<i>Integrated Waste 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	Quarterly performance report SB 16/03/15 @ 10 am		

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

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 19TH NOVEMBER, 2014

PRESENT: Councillor K Wakefield in the Chair

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

99 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- (a) Appendix 1 to the report entitled, 'Design and Cost Report for Playing Pitches and Land at Woodhall Lane, Pudsey, LS28', referred to in Minute No. 114 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained within the appendix relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in relation to certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the purchase of the land/property referred to then it is not in the public interest to disclose this information at this point in time. Also, the release of such information would or would be likely to prejudice the Council's commercial interests in relation to and undermine its attempts to acquire by agreement similar properties in the locality in that owners of other similar properties would be aware about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be available from the Land Registry following completion of the purchase and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (b) Appendix 1 to the report entitled, 'Design and Cost Report for NCP Car Park, Harper Street, Leeds', referred to in Minute No. 117 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained in the appendix relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly

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to be held on Wednesday, 17th December, 2014

available from the statutory registers of information kept in relation to certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the purchase of the land/property referred to then it is not in the public interest to disclose this information at this point in time. Also, the release of such information would or would be likely to prejudice the Council's commercial interests in relation to and undermine its attempts to acquire by agreement similar properties in the locality in that owners of other similar properties would be aware about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be available from the Land Registry following completion of the purchase and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

- (c) Appendix 2 to the report entitled, 'Connectivity Improvements to South Bank', referred to in Minute No. 118 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained in the appendix contains details relating to the financial or business affairs of any particular person (including the authority holding that information). It is therefore considered that the public interest in maintaining the content of Appendix 2 as exempt outweighs the public interest in disclosing the information.

100 Late Items

There were no late items as such, however, prior to the meeting an updated version of the covering report to agenda item 9 entitled, 'Delivering the Better Lives Strategy in Leeds: Proposed Next Steps' had been circulated to Board members for their consideration (Minute No. 104 refers).

101 Declaration of Disclosable Pecuniary Interests

There were no declarations of Disclosable Pecuniary Interests made during the meeting.

102 Minutes

RESOLVED – That the minutes of the meeting held on 15th October 2014 be approved as a correct record.

NEIGHBOURHOODS, PLANNING AND PERSONNEL

103 Supply of Specialist Housing for Older People

Further to Minute No. 181, 15th February 2013, the Director of Environment and Housing, the Director of City Development and the Interim Director of Adult Social Services submitted a joint report outlining the progress made to date and identifying how the delivery of specialist housing units could be increased, particularly in those areas of the city where there was a current or predicted shortfall. In addition, the submitted report also set out the scope of the review of Council-owned sheltered housing in the city which would look to

expand the housing and support options and choices for older people, and provide flexibility to meet changing needs.

In presenting the report, an update was provided on the proactive approach being taken to secure further provision of specialist housing for older people, whilst details were also provided on the level of demand which remained. It was emphasised that the focus of the work being undertaken in this area was to help people with care and support needs to live independent lives.

Responding to an enquiry, Members noted the actions which were being taken, in line with the 'One Public Estate' programme, to work with partners in order to utilise sites, where appropriate, for the purposes of specialist housing provision.

In addition, as the work continued to secure the delivery of older people's housing provision across Leeds, Members emphasised the need to ensure that local Ward Councillors were fully engaged throughout this process.

RESOLVED –

- (a) That the progress made in increasing the delivery of specialist housing for older people be noted;
- (b) That support be given to the further consideration of those Council owned sites, as detailed at paragraphs 3.25 – 3.26 of the submitted report, for investment in Extra Care housing either by direct delivery or through disposal as part of mixed tenure development schemes, and that they are progressed for the purposes of further Ward Member consultation;
- (c) That the role that the Council's sheltered housing stock can play in expanding the housing and support options available for older people be noted, together with the fact that a review is being carried out by the Director of Environment and Housing in order to develop the investment approach.

ADULT SOCIAL CARE

104 Delivering the Better Lives Strategy in Leeds: Proposed Next Steps

The Interim Director of Adult Social Services submitted a report providing information on the progress which had been made in relation to the 'Better Lives' programme to date. Taking this into account, together with current opportunities and challenges in this area, the report also presented a series of recommendations for next steps, including the future direction of travel for those services currently provided by the Council.

An updated version of the covering report for this matter had been circulated to Board Members prior to the meeting for their consideration.

Responding to an enquiry, assurances were provided that approval of the recommendations detailed within the submitted report would signify the

commencement of a robust and meaningful consultation exercise. It was noted that this exercise would take into consideration all relevant information already available, and would ensure engagement with staff, service users, trade unions and others, in order to consider alternative financial models which would seek significant savings in order to align with budget requirements.

In addition, Members received clarification from officers in respect of specific recommendations detailed within the submitted report and it was reiterated that following the conclusion of the consultation exercise, any related final decisions regarding future service provision would be submitted to the Executive Board for determination. Furthermore, it was emphasised that as a result of any such final decisions taken by the Board, no service users would be relocated until appropriate alternative provision had been identified.

Furthermore, emphasis was placed upon the need to ensure that dialogue continued with all affected staff, the need for a mixed economy of service provision throughout the city was highlighted, and the innovative approach which continued to be undertaken in order to develop appropriate provision across the city was noted.

RESOLVED –

- (a) That it be noted that during the consultation on the future of residential, day and community support services, confirmation will be sought (by means of a further review chaired by the Executive Board member for Adult Social Care or his deputy) that reviews already conducted are robust; and that work with staff and trades unions will be put under way to determine whether alternative service delivery models can be constructed which will deliver the required efficiencies. It also be noted that staff and trade unions in these areas of service are invited to bring forward workable proposals for alternative service delivery models, for consideration by Executive Board at a future meeting;
- (b) That the proposals contained within the submitted report for the Better Lives programme relating to the specific services, as detailed in section 5 of the submitted report, be approved;
- (c) That the four-year timetable, as set out in the submitted report and as summarised in Appendix 1, be approved;
- (d) That consultation be commenced immediately (January 2015) on the proposed decommissioning of the three remaining specialist residential care homes and associated day centres (Siegen Manor, Middlecross and The Green), with the consultation seeking views on the proposed decommissioning of these establishments when suitable alternative facilities become available in their vicinity, as detailed in sections 5.2-5.4 and 5.19-5.21 of the submitted report;

- (e) That when it is considered that suitable alternative provision is available for Knowle Manor and Spring Gardens, the Director of Adult Social Services, in consultation with the Executive Member for Adult Social Care, consider a decision to cease permanent admissions from an agreed date, as detailed in section 5.5 of the submitted report;
- (f) That agreement be given to continue to seek the creation of local alternative care provision for those residential care services which have been previously approved by Executive Board for closure. In the case of both Home Lea House and Dolphin Manor, a progress report setting out a clear and conclusive business case for a local social enterprise be submitted and considered by Executive Board in summer 2015, and if that is not possible, an alternative proposal be brought back to the Executive Board within that same timescale, with staff being fully engaged throughout this period, as detailed in section 5.7 of the submitted report;
- (g) That agreement be given to continue to pursue the development of a transitional and respite care facility at Suffolk Court, as previously approved by Executive Board, in partnership with health partners and others, subject to the outcome of options appraisals being undertaken by the Clinical Commissioning Groups (CCGs) and the Public Private Partnership Unit (PPPU), as detailed in sections 5.8-5.10 and 5.18 of the submitted report;
- (h) That in order to support the introduction of new city-wide contracts for the provision of homecare, which are planned to be introduced during 2016, approval be given to commence in January 2015, consultation on the proposal to cease the provision of the in house community support service (long term generic and mental health) with the intention of the service being fully withdrawn by the end of March 2016, and that during the consultation period, positive redeployment options be actively pursued, as detailed in sections 5.12-5.14 of the submitted report;
- (i) That approval be given to begin work to align the provision of care support in the three extra care schemes where Adult Social Care is the care provider to that contained in the new city-wide extra care model by the end of March 2016. After that date, a further review be undertaken in order to ascertain whether further efficiencies could be delivered through market testing these three schemes, as detailed in section 5.15 of the submitted report;
- (j) That support be given to work currently under way to identify a site for a new leisure / sport / wellbeing facility in East Leeds, as outlined in section 5.16 of the submitted report;

- (k) That approval be given to commence consultation immediately (January 2015) on the decommissioning of Springfield day centre (Beeston and Holbeck). The consultation will seek views on the proposed decommissioning of this establishment when suitable alternative facilities become available in the vicinity, as detailed in section 5.22 of the submitted report;
- (l) That sufficient alternative work placements and job opportunities within Council directorates be identified for all disabled staff currently working in the Roseville laundry. When this has been achieved and all staff accommodated, then a decision be made to cease trading as soon as practical. Furthermore, other staff attached to Roseville to be supported to find alternative options, as detailed in section 5.27 of the submitted report;
- (m) That in relation to all other direct care services provided in house and not specifically mentioned above, approval be given to identify appropriate and sustainable opportunities for those services to be either transferred to, or delivered in partnership with either the Council or with health or voluntary sector organisations, as detailed in section 5.28 of the submitted report;
- (n) That approval be given to undertake joint work with colleagues in the Leeds and York Partnership NHS Foundation Trust (LYPFT) in order to develop a business case for the further integration of services comprising all of the current council delivered mental health day, recovery and supported housing services, the physical impairment service and older people's dementia day support at Calverlands and Laurel Bank, through an updated and revised section 75 agreement (Health Act 2011), as detailed in sections 5.28 and 5.30 of the submitted report;
- (o) That approval be given to identify alternative and appropriate job opportunities for staff impacted by these proposals, within the Council and across the wider health and social care sector in the city and also to support staff to take up such opportunities through targeted training and development support, as detailed in sections 6.9-6.14 of the submitted report;
- (p) That approval be given the next key steps as follows:-
 - (i) January 2015: commence consultation immediately on the proposed decommissioning of the three remaining specialist residential care homes and associated day centres (Siegen Manor, Middlecross and The Green) and Springfield day centre. The consultation will seek views on the proposed decommissioning of these establishments when suitable alternative facilities become available in their vicinity using the proposed approach detailed in sections 6.1-6.5 of the submitted report;

- (ii) January 2015: commence consultation on the proposal to cease the provision of the in house community support service (long term generic and mental health) with the intention of the service being fully withdrawn by the end of March 2016;
 - (iii) Summer 2015: to provide an update report on progress made in relation to all of the above proposals with annual reports on progress thereafter.
- (q) To note that the Interim Director of Adult Social Services is lead officer for this work.

105 External Provision of Home Care Services

The Interim Director of Adult Social Services submitted a report providing details of the progress which had been made to date with regard to the re-commissioning and re-design of the external home care services and which outlined the next steps to be taken.

Members welcomed the submitted report, with emphasis being placed upon the benefits of locality based service provision, the work being undertaken in respect of the associated Ethical Care Charter, together with the vital role which continued to be played by homecare service staff across the city.

RESOLVED –

- (a) That the contents of the submitted report be noted and that the continuation of the work on the re-commissioning and re-design of external homecare provision be endorsed;
- (b) That the Executive Board receive a further report in April 2015 which sets out recommendations in relation to fully costed service delivery models (the various options for which are set out in the submitted report), including the financial implications in relation to the adoption of these models and containing recommendations in relation to the implementation post procurement;
- (c) That it be noted that the Head of Commissioning, Adult Social Care is responsible for the continuation of this work.

NEIGHBOURHOODS, PLANNING AND PERSONNEL

106 Community Centres Review - Proposals to Consult

Further to Minute No. 38, 16th July 2014, the Assistant Chief Executive (Citizens and Communities) submitted a report presenting a number of proposals with regard to a range of community centres across the city. The submitted report recommended that a formal 12 week consultation period was commenced on a number of possible changes to ten community centres identified as requiring action in the short term.

In response to an enquiry, assurances were provided that the proposals detailed within the submitted report were to enable a consultation exercise,

followed by a full options appraisal to be undertaken in respect of the future of each of the ten named centres. Actions other than closure would be undertaken, with any closure proposals being subsequently reported back to the Board for consideration.

Members made reference to a number of centres detailed within the submitted report. However specifically, the Executive Member for Digital and Creative Technologies, Culture and Skills commented upon Meanwood Community Centre and the fact that a number of arts groups, relocated from the West Park Centre, were now based there and she indicated that she would be happy to be involved in discussions regarding this centre.

RESOLVED – That by 27th February 2015, the Assistant Chief Executive (Citizens and Communities) be requested to:-

i) consult on the future of the following community centres:

- St Gabriel's Community Centre, Fall Lane, East Ardsley
- Bramley Community Centre, Waterloo Lane, Bramley
- Old Cockburn Sports Hall, Primrose Lane, Hunslet
- Kippax Youth Centre, known as the Kippax Kabin, Cross Hills, Kippax
- Gildersome Youth Club Street Lane, Gildersome
- Lewisham Park Centre, Clough Street, Morley
- Weston Lane Community Centre, Weston Ridge, Otley
- Windmill Youth Centre, Marsh Street, Rothwell
- Fieldhead Youth and Adult Centre, Naburn Approach, Whinmoor
- Meanwood Community Centre, Stainbeck Avenue, Meanwood

ii) work with the Director of City Development in order to enter into discussions with the owners of the buildings not owned by the Council to consider the future use of the buildings;

iii) take forward actions arising from the consultation, except closure, in consultation with the Executive Member for Neighbourhoods, Planning and Personnel. In circumstances where the outcome recommends closure, this to be reported to Executive Board for decision;

iv) undertake a strategic review of caretaking arrangements across the community centre portfolio, with a view to bringing forward savings proposals wherever possible.

(Under the provisions of Council Procedure Rule 16.5, Councillor Golton required it to be recorded that he abstained from voting on the matters included within this minute)

107 Leeds Homes Refurbishment Standard

The Director of Environment and Housing submitted a report which sought agreement to a new standard for the refurbishment of Council Housing following the completion of the Decent Homes Standard programme of improvement work.

Members welcomed the greater degree of flexibility that the Leeds Homes Refurbishment Standard would provide, when compared to the national Decent Homes Standard. The Board also welcomed the positive impact that the standard would have from a health and wellbeing perspective and also how the submitted report demonstrated closer working across Council directorates.

RESOLVED – That the new Leeds Homes Refurbishment Standard, as outlined within the submitted report, be endorsed.

ADULT SOCIAL CARE

108 Leeds City Council Social Care and Health Capital Fund

Further to Minute No.74, 17th September 2014, the Interim Director of Adult Social Services submitted a report advising of the intention to commit Health and Social Care capital funding to two information and technology led schemes in order to support the City's ambitious plans to be the Best City in the country for Health and Wellbeing.

Responding to an enquiry, officers provided the Board with information on the potential options available to recoup any savings realised from the Department of Health (DoH) as a result of an investment into the Health and Social Care Aggregated Secure Network Interconnection. In addition, it was noted that with regard to this project, an investment would not be made until there had been a satisfactory conclusion to the discussions held with the DoH regarding the release of such savings.

It was highlighted that further cross-directorate and multi-agency working was required in order to maximise the available resource for the benefit of health and social care service provision.

Finally, the Members paid tribute to the work of the Council's ICT team who continued to lead the way nationally in terms of the technological advances being made in the field of health and wellbeing.

RESOLVED – That approval be given to the first drawdown of £1,350,000 from the Health and Social Care Capital Fund to progress work on the first two information and technology schemes, which are:-

- (i) Approval to spend £1,300,000 on the Tracking Outcomes for Children and Young People scheme;

- (ii) Approval to spend £50,000 on the Health and Social Care Network Interconnection (N3 to YHPSN), subject to the satisfactory conclusion of discussions with the Department of Health.

FINANCE AND INEQUALITY

109 Financial Health Monitoring 2014/15 - Half Year

The Deputy Chief Executive submitted a report setting out the Council's projected financial position for 2014/2015 at the half way stage of the financial year, together with the measures being put in place to reduce the current projected level of overspend.

The Deputy Chief Executive provided an update to the Board and indicated that the draft month 7 figures currently showed an improved position of between approximately £2–3 million.

Officers undertook to provide Board members with a written response to a specific enquiry raised in relation to matters regarding the New Homes Bonus.

Members noted the current projected level of overspend and the associated level of risk to the Council, and it was highlighted that the budget setting process for 2015/16 would present even greater challenges to those of recent years.

RESOLVED – That the projected financial position of the authority after six months of 2014/15 be noted, together with the measures which are being put in place, as detailed within paragraph 3.3.4 of the submitted report.

110 Capital Programme Quarter 2 Update 2014-2017

The Deputy Chief Executive submitted a report providing an update on the Capital Programme position as at period 6, the end of September 2014. The report included an analysis of major changes and progress on schemes within the Capital Programme since July 2014, together with an analysis of the impact that any changes in capital resources may have on the cost of borrowing within the revenue budget as the key control of capital investment. In addition, the submitted report also provided a brief update on the progress achieved on major schemes within the programme's objectives and finally the report sought some specific approvals in relation to funding injections for specific schemes.

RESOLVED –

- (a) That the latest position at period 6 on the General Fund and Housing Revenue Account (HRA) Capital programmes be noted;
- (b) That the net increase in the General Fund and HRA Capital Programme 2014- 2018 of £156.2m since Quarter 1 be noted, which is largely due to additional funding allocations such as: 2 years of estimated Basic Need grant £38m, LCC funded Annual Programmes £38.4m up to 2017/18 supported by £2.6m adaptations grant, Council Housing Investment Programme £28m; Social Care and Health Fund £25m;

Highways schemes £9m, Green Deal Community fund £5m; Customer access phase 2 £5m; Other various schemes £5m, including the capital receipts incentive scheme £375.1k and the Aireborough One Stop Centre relocation £175k;

- (c) That it be noted that the Corporate borrowing required to fund the Capital Programme in 2014/15 has reduced by a further £15.5m from Q1 to Q2, therefore the Capital Programme is affordable within the approved debt budget for 2014/15, and that further work is underway through the quarterly reviews in order to ensure that future debt costs are maintained within the overall Medium Term Financial Plan;
- (d) That the funding package for the South Bank Connectivity proposals, detailed at paragraph 3.2.5 of the submitted report, which also appear as a separate agenda item to this Board meeting, be noted;
- (e) That the following injections into the capital programme be approved:-
- £38,400.0k funded LCC annual programmes up to 2017/18 supported by £2,570.0k CLG grant for adaptations as detailed at appendix B to the submitted report;
 - £37,800.0k funded by estimated Basic Need grant to contribute to the delivery of additional school places across the city, as detailed in paragraph 3.2.3 of the submitted report;
 - £8,612.0k funded by Homes and Communities Agency (HCA) to deliver a programme of newbuild and acquisitions to our Council Housing Growth Programme, as detailed in paragraph 3.2.1 of the submitted report;
 - £375.1k in relation to Capital Receipts to be utilised by Ward Councillors under the Capital Receipts Incentive Scheme (CRIS), as detailed in paragraph 3.2.6 appendix C of the submitted report;
 - £175.0k ringfenced receipt for Aireborough One Stop Centre relocation to Yeadon Library.
- (f) That it be noted that the above decisions to inject funding will be implemented by the Chief Officer (Financial Services).

111 Treasury Management Strategy Update 2014/15

The Deputy Chief Executive submitted a report presenting a review and update of the Council's Treasury Management Strategy for the period 2014/15.

RESOLVED – That the update on Treasury Management borrowing and investment strategy for 2014/15, be noted.

HEALTH AND WELLBEING

112 The Health and Social Care Financial Challenge in Leeds

The Director of Public Health and the Interim Director of Adult Social Services submitted a joint report providing an overview of the current state of the Leeds

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health and social care '£', the financial challenge facing the Leeds health and social care economy and the measures that were currently being put in place to transform the system for the benefit of citizens in a way that was financially sustainable.

RESOLVED – That the contents of the submitted report be noted, with specific reference being made to:-

- (i) The scale of the financial challenge facing the Leeds' health and social care economy;
- (ii) The approach taken by partners across the health and social care system to address this financial challenge;
- (iii) That a whole systems approach is being taken recognising that no one partner can either address the challenge or be left to face their challenge alone;
- (iv) That further measures (still to be determined and currently being discussed by partners) will need to be taken to fully address the financial challenge over the next 5 years;
- (v) That the Chief Officer Resources and Strategy for Adult Social Care is the Council's responsible officer to implement resolution (iv) above as appropriate, in collaboration with the Directors of Finance of all Health Partner Organisations.

TRANSPORT AND THE ECONOMY

113 Temple Mill

The Director of City Development submitted a report setting out the current status of the Grade 1 listed and at risk Temple Mill and detailed the proposals of a private sector led development proposition. Additionally, the submitted report sought agreement to the principles of how the Council could support the redevelopment of Temple Mill and the regeneration efforts in the area.

The Board acknowledged the significant opportunity that the potential redevelopment of Temple Mill presented, specifically as a visitor attraction in its own right and also considering the positive impact that it could have on the regeneration of the surrounding area.

RESOLVED –

- (a) That approval be given to the redevelopment of Temple Mill being a city priority for securing Heritage Lottery Fund grant support, given its Grade I listed status and at risk condition;
- (b) That on the basis of resolution (a) above, and also on the basis that the Council secures further clarity to its satisfaction about the proposals for the building's future use:-

- (i) In principle agreement be given to work with Citu in order to facilitate the restoration of Temple Mill. This will include agreeing the proposals for the use of the enabling value of Council assets at Bath Road, Leodis Court and Sweet Street as a contribution towards the restoration of Temple Mill;
 - (ii) In principle support be given to Citu's Stage One Heritage Lottery Fund Major Grant funding bid, to be made by a trust established by Citu, for their proposals for Temple Mill as set out in the submitted report;
 - (iii) Officers be instructed to undertake more detailed diligence and joint working with Citu on the matters highlighted in paragraph 3.12 of the submitted report and in accordance with the principles, as set out in the report;
 - (iv) Officers be instructed to report back to Executive Board with further recommendations regarding the proposals to bring about the restoration of Temple Mill;
- (c) That it be noted that the Chief Officer Culture and Sport will be responsible for the implementation of actions (b) (ii) and (b) (iii) c and Head of Regeneration will be responsible for the implementation of actions (b) i and (b) iv.

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public's interests. As such, it was determined that the resolutions relating to this report were exempt from the Call In process as any delay in the Council agreeing the recommendations would prejudice Citu's ability to submit a Heritage Lottery Fund (HLF) bid by the 30th November 2014)

114 Design and Cost Report for Playing Pitches and Land at Woodhall Lane, Pudsey, LS28

The Director of City Development submitted a report seeking the necessary approvals which would enable the acquisition of three parcels of land primarily laid out as playing pitches and grazing land from Bradford University and Bradford City Council on the heads of terms as detailed within the exempt appendix to the submitted report. In addition, the report sought approval of the sale of the long leasehold interest of the area outlined within the appended plan to Albion Sports Juniors Football Association, on the terms identified in the exempt appendix, subject to Albion Sports covenanting to share the use of the pitches with other clubs and schools in the area.

Members were advised that agreement on this matter had not yet been reached and as such negotiations needed to continue with relevant parties. It was highlighted that should there be any requirement for the terms detailed within the submitted report and exempt appendix to change as a result of

such negotiations, then the matter would be resubmitted to the Board for further consideration.

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

RESOLVED – That the following be approved:-

- (a) The principle of the acquisition of the three parcels of land primarily laid out as playing pitches and grazing land from Bradford University and Bradford City Council as identified on the plan appended to the submitted report, be agreed;
- (b) The Board approve the heads of terms, as detailed within the exempt appendix and the sale of the long leasehold interest of the area, as outlined in black on the appended plan, to Albion Sports Juniors Football Association, on the terms identified within the exempt appendix to the submitted report, subject to Albion Sports covenanting to share the use of the pitches with other clubs and schools in the area;
- (c) The delegation of the necessary authority to the Director of City Development in order to negotiate the detailed heads of terms for the acquisition of the Woodhall sites and also to negotiate the detailed heads of terms for the disposal of the pitches, as outlined in black on the appended plan, to Albion Sports Junior Football Association. Should this not be achievable, it is requested that a further report be submitted to the Board outlining an alternative proposal for the acquisition of the land;
- (d) The injection into the 2014/15 capital programme and authority to spend of the sums outlined within the exempt appendix to the submitted report which are funded by a capital receipt following the onward sale of the long leasehold interest;
- (e) That it be noted that the Head of Asset Management will be responsible for implementation of such matters, with transactions to complete within six months.

115 Leeds City Centre Business Improvement District

Further to Minute No. 226, 2nd April 2014, the Director of City Development submitted a report providing an update on the progress which had been made in the development of the Leeds City Centre Business Improvement District (BID) proposals.

Members welcomed the proposals detailed within the submitted report and emphasised that the establishment of such a BID was crucial to the continued success of the Leeds city centre. The Board also discussed the role of smaller businesses in respect of the BID, and highlighted the contribution made by

such businesses in ensuring that the city centre successfully provided an attractive and wide ranging retail offer.

The Board also considered the potential role that the BID could play in contributing towards future city centre events, and highlighted the importance of the Baseline Services Agreement in providing clarity around the role of the Council and other relevant parties.

RESOLVED –

- (a) That the BID4Leeds proposals to achieve a step change in the ability of Leeds to improve and promote its city centre as successful business location, as a place to study, a source of jobs growth, and as a leading retail, leisure, cultural, and visitor destination, be supported;
- (b) That confirmation of the Council's position be agreed in that, as a potential levy payer in respect to properties it occupies within the BID area, it will vote in favour of the BID, and that the vote on this matter be delegated to the Director of City Development;
- (c) That confirmation be given that the Council is satisfied that the BID4Leeds proposals do not conflict with any existing Council Policy and the proposed BID boundary has not been manipulated inappropriately;
- (d) That confirmation be given that the Council is satisfied that the submission of the draft BID proposal (set out mainly in the BID4Leeds Business Plan) includes: the proposed aims and projects; details of the consultation undertaken; a notice in writing confirming the intention to go to ballot; demonstrates finances available to cover the cost of the ballot in the event that it fails or fails to reach 20% turnout; and delegates approval of the final business plan and boundary to the Director of City Development in consultation with the Executive Member for Transport and the Economy;
- (e) That confirmation be given that the Council is satisfied that the final proposals include all of the details stated within Schedule 1 of the BID Regulations;
- (f) That a commitment be given to maintain the provision of quality services in the BID area, and that approval be given to the Baseline Services Agreement, setting out the services that the Council is legally bound to continue to fund or provide for the duration of the BID;
- (g) That approval be given to the arrangements set out in the Operating Agreement for the Council to manage the collection and enforcement of BID levy charges and to charge a reasonable fee for this service;
- (h) That the arrangements for the Council to operate the ballot be approved;

- (i) That approval be given to provide the relevant rating list data pursuant with the boundary proposed from the BID Proposer at the outset of the process, and that in due course an updated version be provided for the purposes of the electoral register;
- (j) That the stages and timescales required to implement the decisions as outlined within the above resolutions be noted together with the fact that the Chief Economic Development Officer will be responsible for such implementation.

116 Next Steps in the Brownfield Land Programme

Further to Minute No. 179, 14th February 2014, the Director of City Development submitted a report providing an update on the progress made to deliver new housing on brownfield sites through the Council's Brownfield Land Programme. In addition, the submitted report sought approval of an approach to secure further sustained development over the next 5 years.

Members highlighted the importance of utilising the Housing and Communities Agency's Development Partner Panel when selecting appropriate development partners, and emphasised the need to ensure that a mixed economy of such development partners was secured.

In considering the submitted report, Members made reference to the actions being taken to achieve the target within the Council's Core Strategy in respect of brownfield land development. In addition, emphasis was placed upon the potential benefit which could be gained from the development of brownfield land sites which were situated in key areas and which were currently owned by other organisations.

Responding to an enquiry into the extent to which the Council had submitted bids to national initiatives which had been established to promote the development of brownfield land sites, it was noted that a briefing on this would be circulated to Board members for information, with a report being submitted to the Board on this matter at the earliest opportunity.

In conclusion, emphasis was placed upon the potential benefits which could be realised by the regional delivery of regeneration skills programmes which were currently provided by central Government, and it was noted that discussions continued with Government on the potential devolution of such programmes.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the use of the Homes and Communities Agency's Development Partner Panel to select a development partner or partners to deliver new homes on sites included within the Council's Brownfield Land Programme, as set out in paragraph 3.22 of the submitted report be agreed;

- (c) That the necessary authority be delegated to the Director of City Development in order to determine how the sites outlined in paragraph 3.22 of the submitted report, in addition to any additional sites made available through the potential termination of the EASEL Strategic Development Agreement (paragraph 3.23 of the same report), are to be included within each development package;
- (d) That the necessary authority be delegated to the Director of City Development, in consultation with the Executive Member for Transport and the Economy, in order to enter into a development agreement with a preferred developer or developers selected through the procurement exercise as set out in resolution (b) above, with the final terms of any such agreement to be reported back to Executive Board.
- (e) That the necessary authority be delegated to the Director of City Development in order to incorporate other cleared development sites into the procured partnership as may be appropriate, as a means of increasing the capacity and pace of housing delivery in the city.
- (f) That it be noted that the Head of Regeneration will be responsible for the implementation of such matters, as outlined within the submitted report.

117 Design and Cost Report for NCP Car Park, Harper Street, Leeds

The Director of City Development submitted a report which sought approval to the proposed acquisition of the Council's head tenant's leasehold interest in respect of the Harper Street Car Park, which would allow the Council to receive direct a substantial rental income from their sub tenant NCP.

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

RESOLVED –

- (a) That the acquisition of the head lease as an investment, on the terms as outlined within the exempt appendix 1 to the submitted report, be approved;
- (b) That the injection of, and the authority to spend the sums detailed within the exempt appendix 1 to the submitted report, into the capital programme, be approved;
- (c) That it be noted that the Director of City Development, under his delegated powers, will negotiate the detailed Heads of Terms for the acquisition.

118 Connectivity Improvements to South Bank

The Director of City Development submitted a report which outlined issues impacting upon the potential success of Leeds Dock and the rest of South Bank and proposed the contribution of funding and in-kind support to a number of public realm, cycling and public transport improvements in order to improve connectivity to South Bank.

Members welcomed the proposals detailed within the submitted report and highlighted the role that the improved connectivity of the area could potentially play in the revitalisation of Leeds Dock and the regeneration of South Bank.

Given the significant level of footfall within the city centre on a Sunday, an enquiry was raised about the potential to extend the current proposal to operate a City Bus to Leeds Dock 7 days a week. In response, it was proposed that as part of the tender process for the bus service, a variant opportunity be provided to enable submissions for a Sunday service also, which could be taken into consideration as part of the overall process.

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

RESOLVED – That the following be noted:-

- (a) a contribution of £50,000 LCC funding will be sought from the capital programme alongside private sector contributions of £94,000, which will help fund public realm improvements from Leeds Rail Station through South Bank. Once the details have been finalised, a report will be taken to Director of City Development for approval;
- (b) a contribution of £25,000 is made from the Local Transport Plan (LTP) towards the cycling and bus stop provision in order to complement the £150,000 City Connect scheme which will provide cycling infrastructure from the Leeds Railway Station to Leeds Bridge by extending facilities into the South Bank;
- (c) that funding will be allocated from the S106 Public Transport contributions in order to support public transport provision from the railway station to Leeds Dock, and that it is recommended that the bus is branded as 'City Bus (South Bank)', with fares kept in line with the existing City Bus (currently 50p).

CHILDREN AND FAMILIES

119 Outcomes of Statutory Notices to increase primary school provision in Armley and Bramley & Stanningley

Further to Minute No. 34, 16th July 2014, the Director of Children's Services submitted a report detailing proposals aimed to ensure that the local authority met its duty regarding the sufficiency of school places. The report was divided into two parts - Part A described the outcome of a statutory notice in relation

to the expansion of primary provision in Armley for September 2016, and which sought a final decision on the proposal. Whereas Part B described the outcome of a statutory notice in relation to the expansion of primary provision in Bramley and Stanningley for September 2016, and which sought a final decision on the proposal.

RESOLVED –

- (a) That changes to Castleton Primary School by increasing its capacity from 210 pupils to 420 pupils, increasing in the admission limit in reception from 30 to 60 from September 2016, be approved;
- (b) That changes to Hollybush Primary School by changing the lower age limit from 3 to 2 from January 2015 and increasing its capacity from 420 pupils to 630 pupils, increasing the admission limit in reception from 60 to 90 from September 2016, be approved;
- (c) That it be noted that the responsible officer for the implementation of such matters is the Capacity Planning and Sufficiency Lead.

120 Children and Young People's Plan 2015-19

The Director of Children's Services submitted a report setting out the intention to consult with stakeholders on the development of the 2015-19 Children and Young People's Plan before the final draft is submitted to full Council for approval in April 2015.

Responding to an enquiry, the Board was provided with an update following the publication of a report by Ofsted earlier in day regarding Local Authorities' role in the safeguarding of children from exploitation.

RESOLVED –

- (a) That the proposals for initiating the conversation about the shape of the Children and Young People's Plan 2015-19, be noted.
- (b) That it be noted that the officer responsible for the such matters is the Chief Officer, Partnership, Development and Business Support, and that in terms of timescales, it is proposed that the Plan be formally considered by Council in April 2015.

(The Council's Executive and Decision Making Procedure Rules state that the power to Call In decisions does not extend to those made in accordance with Budget and Policy Framework Procedure Rules (B&PFPRs). As the resolutions relating to this minute (above) were being made in accordance with the Council's B&PFPRs, such matters were not eligible for Call In)

DATE OF PUBLICATION: FRIDAY, 21ST NOVEMBER 2014

LAST DATE FOR CALL IN

OF ELIGIBLE DECISIONS: FRIDAY, 28TH NOVEMBER 2014 AT 5.00 P.M.

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 1st December 2014)