

## SCRUTINY BOARD (ENVIRONMENT, HOUSING AND COMMUNITIES)

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Meeting to be held remotely on  
Thursday 24 September 2020 at 10.00 am

*(A pre-meeting will take place for all board members at 9.30a.m.)*

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### MEMBERSHIP

B Anderson (Chair)	- Adel and Wharfedale;
J Akhtar	- Little London and Woodhouse;
J Bentley	- Weetwood;
A Blackburn	- Farnley and Wortley;
K Brooks	- Little London and Woodhouse
D Collins	- Horsforth;
M Dobson	- Garforth and Swillington
A Gabriel	- Beeston and Holbeck;
P Grahame	- Cross Gates and Whinmoor;
P Gruen	- Cross Gates and Whinmoor;
M Harland	- Kippax and Methley
A Khan	- Burmantofts and Richmond Hill
N Sharpe	- Temple Newsam;
T Smith	- Pudsey;

**Note to observers of the meeting:** To remotely observe this meeting, please click on the 'View the Webcast' link which will feature on the meeting's webpage (linked below) ahead of the meeting. The webcast will become available at the commencement of the meeting.

<https://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=1091&MId=10012>

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**Principal Scrutiny Adviser:  
Rebecca Atherton  
Tel: (0113) 37 88642**

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>2. To consider whether or not to accept the officers recommendation in respect of the above information.</li> <li>3. If so, to formally pass the following resolution:-</li> </ol> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p><b>No exempt items have been identified.</b></p>	

3

### **LATE ITEMS**

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

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

4

### **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS**

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.

5

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

To receive any apologies for absence and notification of substitutes.

6

### **MINUTES - 9 JULY 2020**

5 - 12

To approve as a correct record the minutes of the meeting held on 9 July 2020.

7

### **WASTE MANAGEMENT SERVICES**

13 - 38

To receive an update from the Director of Communities and Environment about the progress made in relation to the recommendations of the 2018 scrutiny inquiry into waste management services

8

### **LEEDS ANTI-SOCIAL BEHAVIOUR TEAM (LASBT) REVIEW**

39 - 42

To receive an update from the Chief Officer (Safer Leeds) on the implementation of the recommendations of the recent Leeds Anti-Social Behaviour Team review.

9

**WORK SCHEDULE**

43 -  
74

To consider the Scrutiny Board's work schedule for the 2020/21 municipal year.

10

**DATE AND TIME OF NEXT MEETING**

The next public meeting of the Board will take place on 15 October 2020 at 10.30am (there will be a pre-meeting for all Board members at 10am).

## SCRUTINY BOARD (ENVIRONMENT, HOUSING AND COMMUNITIES)

THURSDAY, 9TH JULY, 2020

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

Councillors J Akhtar, J Bentley,  
A Blackburn, D Collins, P Grahame,  
A Khan, P Gruen, M Harland, N Sharpe,  
K Brooks and T Smith

### 11 Appeals Against Refusal of Inspection of Documents

There were no appeals.

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

There were no exempt items.

### 13 Late Items

There were no formal late items.

### 14 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

### 15 Apologies for Absence and Notification of Substitutes

Apologies for absence had been received from Councillors M Dobson and A Gabriel.

### 16 Minutes - 18 June 2020

**RESOLVED** – That, subject to an amendment to minute no. 8 to read “concerns regarding the financial aspect of the *proposals*... It was requested that information *contained within the business plan be made clear and available to Members*” the minutes of the previous meeting held 18 June 2020, be approved as an accurate record.

### 17 Referral to Scrutiny: Nitrous Oxide Use and Abuse

The Head of Democratic Services submitted a report that presented a referral for Scrutiny, alongside some background information to help inform the Board’s consideration.

The following were in attendance for this item:

Draft minutes to be approved at the meeting  
to be held on Thursday, 24th September, 2020

- Councillor M Robinson, Referrer
- Paul Money, Chief Officer Safer Leeds

The referral for Scrutiny was submitted as follows:

*To consider an inquiry to look at the use and abuse of nitrous oxide (laughing gas) and how the council work alongside/support the Police, help users, educate people, tackle the health problems and work to eradicate the empty canisters we find left within our communities.*

Councillor M Robinson addressed the Board highlighting his concerns in relation to the use and distribution of nitrous oxide as follows:

- Littering of canisters in public spaces including road sides;
- Distribution of 'laughing gas' across the commercial sector in terms of its uses as a legal high;
- Risks associated with health, particularly when used in conjunction with alcohol.

Councillor Robinson suggested Scrutiny work on this matter on an educational basis to raise awareness to gain a greater understanding on the risks associated with the legal high. Additionally, to understand whether there would be any scope to restrict the purchasing of the substance commercially.

In response to the submission, Paul Money (Safer Leeds) addressed the Board. It had been acknowledged that although there had been a relatively small number of deaths in relation to the use of nitrous oxide, this was considerably fewer compared to the use of most controlled drugs. It was confirmed that it was not illegal to be in possession of the substance but is a criminal offence to supply or possess with intent to supply a psychoactive substance. As a consequence of recent events regarding Covid-19, the use of the substance had become more prevalent with users typically being young people. In terms of targeting resources, West Yorkshire Police will deal with breaches of the law concerning the use of nitrous oxide but are also focusing on priority issues such as the impact of Class A drugs on communities and it was confirmed that nitrous oxide had not been deemed to be so harmful as to warrant control under the Misuse of Drugs Act 1971. Members heard of the remedies available to Local Authorities in terms of Anti-Social Behaviour Legislation, the use of Public Space Protection Orders and the powers available in terms of littering. In summarising, the Board noted there was an opportunity to look at legislation, and how the Government could work nationally with the industry and retailers in understanding the supply change.

In response to Members comments and questions, the following was discussed:

- The legalities of supplying canisters in local shops – nitrous oxide is illegal to sell if it is known or believed to be intended for use as a psychoactive substance, but broadly speaking not illegal to sell. Members noted the opportunity to work with retailers on the rules around selling the substance;

- The biggest and most visible impact on communities was the littering of canisters;
- Understanding the impact on users specifically when the substance is taken in conjunction with alcohol;
- Prioritising the allocation of police and other public resources – work is on-going with Public Health colleagues and Children’s Services, as well as the neighbourhood policing teams. There is opportunity to develop community intelligence around the use of the substance, and targeting areas where hot spots can be mapped.

Councillor Robinson agreed that in comparison to Class A drugs the substance is not as damaging but it also was acknowledged that there is the possibility of this being a gateway drug, as well as being detrimental to communities in terms of littering. Councillor Robinson was mindful of police resources, and encouraged a conversation around educating and increasing the awareness particularly in schools and environmental teams.

Whilst the Board were keen to explore the impacts on health and explore anti-social behaviour remedies as part of a working group, it was agreed the remit would not be taken forward as a formal inquiry in the first instance. A suggestion was made to lobby government on national legislation, and to consider the work undertaken by Safer Leeds on drugs and alcohol including legal highs as part of a detailed report so that Board members can take a view on further action on the basis of understanding activity that is already underway.

The Chair confirmed an update would be provided prior to the next meeting of the Scrutiny Board, as to how this piece of work would be taken forward.

**RESOLVED** – The Scrutiny Board (Environment, Housing and Communities):

- a) Noted the contents of the report, along with Members comments;
- b) Agreed that, in consultation with the Chair, the Principal Scrutiny Advisor seeks to commission an update report at an upcoming Scrutiny Board for members to consider in more detail, with a view to determining whether a further working group would be required.

## **18 Responding to the COVID 19 Pandemic - The Volunteer Response**

The report of the Chief Officer Communities sets out the work that Leeds City Council (LCC), Voluntary Action Leeds (VAL) and other organisations undertook to respond community needs in the initial phase of the Covid-19 Pandemic

The following information had been appended to the report:

- Tier 1 numbers, activities and organisations supported (Appendix 1)
- Participant organisations (Appendix 2)
- Referral data (Appendix 3)
- Case studies (Appendix 4)

The Board noted of an amendment to Appendix 2. The Chapel Allerton Hub coordination lead had been listed as 'Feel Good Factor', but should read "The Orion Partnership and Touchstone".

The following were in attendance for this item:

- Shaid Mahmood, Chief Officer Communities
- Councillor Coupar, Executive Member for Communities
- Councillor Hayden, Scrutiny Chair Adults Health & Active Lifestyles
- Martin Dean, Area Leader, Communities & Environment
- James Woodhead, Head of Commissioning Integration
- Rachael Loftus, Head of Regional Partnerships
- Vic Clarke-Dunn, Programme Manager Service Transformation
- Gary Blake, Voluntary Action Leeds
- Richard Jackson, Voluntary Action Leeds

#### Front Line Volunteering Leadership

- Bernie Gahan, Centre Manager Leeds Mencap
- Alisa Rhodes, CEO Older People's Action (OPAL)
- Debbie Forsyth, Avsed
- Shanaz Gill, Hamara
- Vicar Richard Dimery, Pudsey Parish

The Chief Officer Communities introduced the report and provided some context on the role of local authorities, the Third Sector and volunteering arrangements to help support and meet the needs of citizens in Leeds. Arrangements had been set up at short notice and learning had been taken from workshops with the Third Sector and the Faith Sector, following the role of volunteering post flooding.

Leeds City Council (LCC) and Voluntary Action Leeds (VAL) colleagues were invited to address the Board on the Volunteer Programme. The following information had been highlighted:

#### Tier 1

- Tasks were to be undertaken to provide more intensive support, including driving people to medical appointments and providing support inside their homes;
- 485 volunteers confirmed to having enhanced DBS requirements for this type of work and has been a joint effort;
- Work from colleagues whom have been re-deployed volunteers have supported other organisations and services in Leeds such as the Age UK Hospital to Home scheme, Forward Leeds and the Leeds & York Partnership Foundation Trust (LYPFT).

#### Tier 2

- The programme attracted nearly 8,000 across Leeds signing up and of those 5,400 completed their induction ready to be deployed;
- Complexities with identification badges;
- LCC telephone helpline to receive requests from the public;
- Welfare support offer;

- Third Sector organisations in Leeds have responded to the Pandemic by supporting their communities.

### Tier 3

- Thousands of people stepped up to help support neighbourhoods and communities;
- VAL produced the 'Being a Good Neighbour Pack' providing guides and materials to help offer safe support;
- Blogs sought to continuously highlight ongoing activity;
- Volunteers that have not yet been deployed, have been encouraged to help neighbours.

The Board were provided with an update on the development of the "RUOK?" befriending service, with oversight by the Leeds Older People's Forum. The service was currently in the process of standing down, whilst ensuring service users receive their wellbeing calls.

The Chair invited Front Line Volunteering partners to provide an update on work that had been undertaken during the Pandemic. The following key information had been highlighted:

### Hamara

- Staff had conducted wellbeing sessions from home;
- The Hub provided 70 hot meals per day, as well as supporting existing service users;
- Cultural food tailored pack and working with families;
- Challenges identified with language barriers;
- 20-25 food parcels was distributed per day, and up to 90 on a Friday;
- Worked closely with organisations across the city.

### OPAL

- Support from LCC and VAL staff;
- Partnerships with other organisations strengthened to meet the needs of local people;
- Supporting the elderly cohorts emotional needs;
- Challenges with the LCC food purchasing system / pre-paid vouchers;
- Distribution of food parcels.

### Avsed

- Challenges surrounding no offers from other organisations to form a partnership;
- Large numbers of volunteers;
- Food and prescription distribution;
- LCC voucher scheme worked well, and enabled bespoke shopping;
- Challenges with staff stress and limited capacity of staff dealing with numerous calls;
- Longer-term challenges in terms of service users' wellbeing.

### Leeds Mencap

Draft minutes to be approved at the meeting  
to be held on Thursday, 24th September, 2020

- Good volunteer response and partnerships;
- 600 food parcels had been distributed in the first week, and over 3 thousand food parcels distributed from partners;
- Identified the good working partnerships, and encouraged these carry on long-term.

#### Pudsey Parish

- Experience of dealing with the elderly cohort and volunteers;
- Received a large number of referrals;
- Church activities moved to an online method;
- Main source of work has been food parcels, shopping, prescriptions and be-friending services;
- Clothes bank for younger children had been set up;
- Considerations as to how local organisations are promoted – joined up approach.

Members discussed a number of matters, including:

- *Distribution of cultural food* – Members expressed concern regarding the range of cultural food distributed in local communities, to help support diverse communities. Members were assured that a range of large quantities of cultural food had been distributed, and offered to pick separate issues outside of the meeting with local ward councillors.
- *Quality of food for shielded citizens* – Members expressed concern on the quality of food being provided in the food parcels and the complexities around registering as a volunteer. In response, Members were informed a high volume of residents required assistance with food and a local approach had been taken to assist with dietary and cultural requirements due to the national food offer not providing those. Additionally, Members heard that following the shielded cohort not receiving their priority deliveries, community hubs assisted in providing food parcels.
- *Liaison with Government on communications* – Members expressed concern regarding the previous issues with vulnerable citizens being unable to online shop and the coordination of volunteers. Members were informed close collaborative work had been undertaken with the Government nationally, however it is the role of the local authority to contextualise matters for Leeds. Preventative work would be on-going with supermarkets, and encouraging residents to register online for priority deliveries.
- *Financial concerns in local communities* – Members raised concern on the long term impacts in communities regarding the furlough scheme and money spent. A suggestion was made to lobby Government on providing additional income to help support communities.

The Chair thanked everybody for their contributions.

**RESOLVED** – The Scrutiny Board (Environment, Housing and Communities):

- a) Noted the contents of the report, together with comments raised by the Board;

- b) Requested that, a statement report be circulated reflecting the contributions made by councillors, officers and volunteers on the refining of current volunteer hub arrangements and a longer term coordinated volunteering arrangement.

## **19 Work Schedule**

The Head of Democratic Services submitted a report which invited Members to consider the Board's schedule for the 2019/20 municipal year. Copies of the Board's draft work schedule were appended to the report, as well as the remote minutes of the Executive Board meeting held Wednesday, 24<sup>th</sup> June, 2020.

Members discussed the items on the upcoming work schedule, including:

- A potential working group for the fireworks inquiry; and
- To receive an update on the Covid-19 response and how that has developed over the coming months.

**RESOLVED** – The Scrutiny Board (Environment, Housing and Communities):

- a) Noted the items listed for consideration and agreed the overall work schedule;
- b) Noted the Executive Board minutes.

## **20 Date and Time of Next Meeting**

**RESOLVED** – To note the date and time of the next meeting as 24 September 2020 at 10 a.m. (with a pre-meeting for Board Members at 9:30 a.m.)

*The meeting ended at 13:10.*

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Report authors:

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## Report of the Director of Communities and Environment

### Report to Scrutiny Board (Environment, Housing and Communities)

Date: 24 September 2020

### Subject: Scrutiny Inquiry into Waste Management Services – Recommendation Tracking

Are specific electoral wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, name(s) of ward(s):		
Has consultation been carried out?	<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
Will the decision be open for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, access to information procedure rule number:		
Appendix number:		

#### 1. Purpose of this report

- 1.1 This report sets out further progress made in responding to the recommendations arising from the Scrutiny Board's earlier inquiry into Waste Management Services.

#### 2. Background information

- 2.1 The Scrutiny inquiry into waste management services in 2018 considered the performance of kerbside collections of domestic waste, service standards and engagement with customers and the recycling of household waste in Leeds.
- 2.2 In July 2019 the Board received a formal response of the Director of Communities and Environment, Director of City Development and Director Housing and Resources to the

recommendations of the Scrutiny Inquiry. All the recommendations made were accepted.

- 2.3 An update on progress against the recommendations was provided in December 2019. This report provides a further update.
- 2.4 On 1 October 2019 a referral to scrutiny was received from Cllr Wadsworth, supported by 27 member signatories. The referral was discussed by the Environments, Housing and Communities Scrutiny Board on 17 October.
- 2.5 The Board determined that the successful implementation of the recommendations of the 2018 scrutiny board inquiry would address many of the issues raised in the referral to scrutiny. Given that context the Board requested that officers bring forward the recommendation tracking report scheduled for January 2020 to December 2019. Consideration of the report in December therefore replaced the planned discussion in January, and members recognised that the report included information from a reduced monitoring period as a result of it being submitted to the Board earlier than originally anticipated.
- 2.6 At the December 2019 meeting the Board agree the following status for each of the 14 recommendations: Not fully implemented (Progress made acceptable). Continue monitoring.
- 2.7 This report provides a further update, for the period January to August 2020. This of course is a period almost entirely affected by Covid19 and so further progress on a number of recommendations has been limited. To provide some context and reassurance about the genuine impact Covid19 has had on available service resources and capacity, here are some key headlines:

**(a) Additional waste produced by households:**

Since March, the amount of waste presented by residents in their bins has been unprecedented. In the first few months of lockdown the amount of black bin waste presented for collection increased between 15-20% across the city. Since early August this has reduced slightly, to around 10-15% on average. Green bin (recycling) waste was around 10% up in the first few months but is now around 3% up. When the brown bin (garden waste) service resumed collections in May/June, the first few weeks saw up to 200% more waste than normal for that time of the year, and was still about 50-80% more during July. Currently it is around 20% more than usual for the month of September.

To give an idea of the scale of challenge and the achievement by staff, we have collected over 13,000 tonnes of extra black and green bins waste since lockdown and 8,000 tonnes more from brown bins since collections resumed than we normally would.

**(b) Staffing impact of shielding/self-isolation**

In the first weeks of lockdown, the refuse service had up to 20% of staff unavailable to work due to shielding/self-isolation. This reduced steadily to about 10% by May, remaining at that level until the beginning of August when the restrictions “relaxed”. We

also continue to work under Covid19 restrictions/adaptations to work practices to protect and support staff. For example keeping the same crews as much as possible, ensuring symptomatic staff self-isolate together with those they have been in close contact with, staff have access to all the PPE they need and the required cleaning of vehicles takes place.

### **(c) Supporting other waste management services/functions**

Household Waste and Recycling Centres (HWRCs) reopened across Leeds during May. This required a huge effort to ensure they reopened safely for customers and staff (onsite and in adjoining streets/neighbourhoods) and we met the inevitable demand. This was at a time of high shielding rates, with a need to put in place measures such as a booking system, staffed entrances, extra site staff from other services and safe site rules and procedures. Over 200,000 visits have been made to the sites across Leeds since they reopened, with satisfaction ratings in the high 90%.

All these demands on the service have not only required an extraordinary commitment from our front line staff, day in day out, non-stop for 6 months; but a huge call on the time and expertise of back office staff, supervisors and managers.

- 2.8 In addition to the Covid19 related impacts on Leeds and the capacity of officers to make progress described above, the other key relationship that impacts on our ability to make progress on a number of the recommendations is with the National Resources and Waste Strategy (RWS). DEFRA has delayed the next phase of consultation on the RWS by a year; from early 2020 to early 2021. This phase will cover the key issues of a new Producer Responsibility Scheme (PRS) and a Deposit Return Scheme (DRS); at the end of which it is promised that Councils will be clearer about their future statutory responsibilities, targets, available resources and obligations round consistency of recycling offers etc.

## **3. Main issues**

- 3.1 Scrutiny Boards are encouraged to clearly identify desired outcomes linked to their recommendations to show the added value Scrutiny brings. As such, it is important for the Scrutiny Board to also consider whether its recommendations are still relevant in terms of achieving the associated desired outcomes.
- 3.2 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.
- 3.3 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. Corporate considerations**

### **4.1 Consultation and engagement**

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

### **4.2 Equality and diversity / cohesion and integration**

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

### **4.3 Council policies and the Best Council Plan**

4.2.1 The activities considered in the original inquiry report contribute to our Best Council Plan ambitions in reducing consumption and increasing recycling in the city. The city's waste strategy, which was a feature of the Scrutiny Inquiry, has significant potential to promoting a less wasteful, more resource efficient, low carbon economy.

#### Climate Emergency

4.3.2 The recent declaration of a Climate Change Emergency in Leeds and our commitment to achieve 'net zero carbon' by 2030 has set out starkly the need for radical action at every level, from international to individual, to avoid irreparable damage to the world's eco systems. The earth's resources are precious and finite, and our current rate of consumption and our throwaway culture cannot be sustained. The city's waste strategy shows we are committed as a city to doing our part and leading the way in redressing the balance in favour of the natural world so that it is safeguarded and left it in a healthier state for future generations.

### **4.4 Resources, procurement and value for money**

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

### **4.5 Legal implications, access to information, and call-in**

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

### **4.6 Risk management**

4.6.1 Any specific risk management implications will be referenced against the relevant recommendation within the table at Appendix 2.

## **5 Conclusions**

- 5.1 The progress made in responding to the recommendations arising from the Scrutiny Board's earlier inquiry around the Council's waste management services is set out within Appendix 2 of this report for the Board's consideration.

## **6 Recommendations**

- 6.1 The Board is requested to:
- Recognise the competing pressures and priorities presented since February due to the Covid19 pandemic, and some delay in progress because of that;
  - Agree those recommendations which no longer require monitoring;
  - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

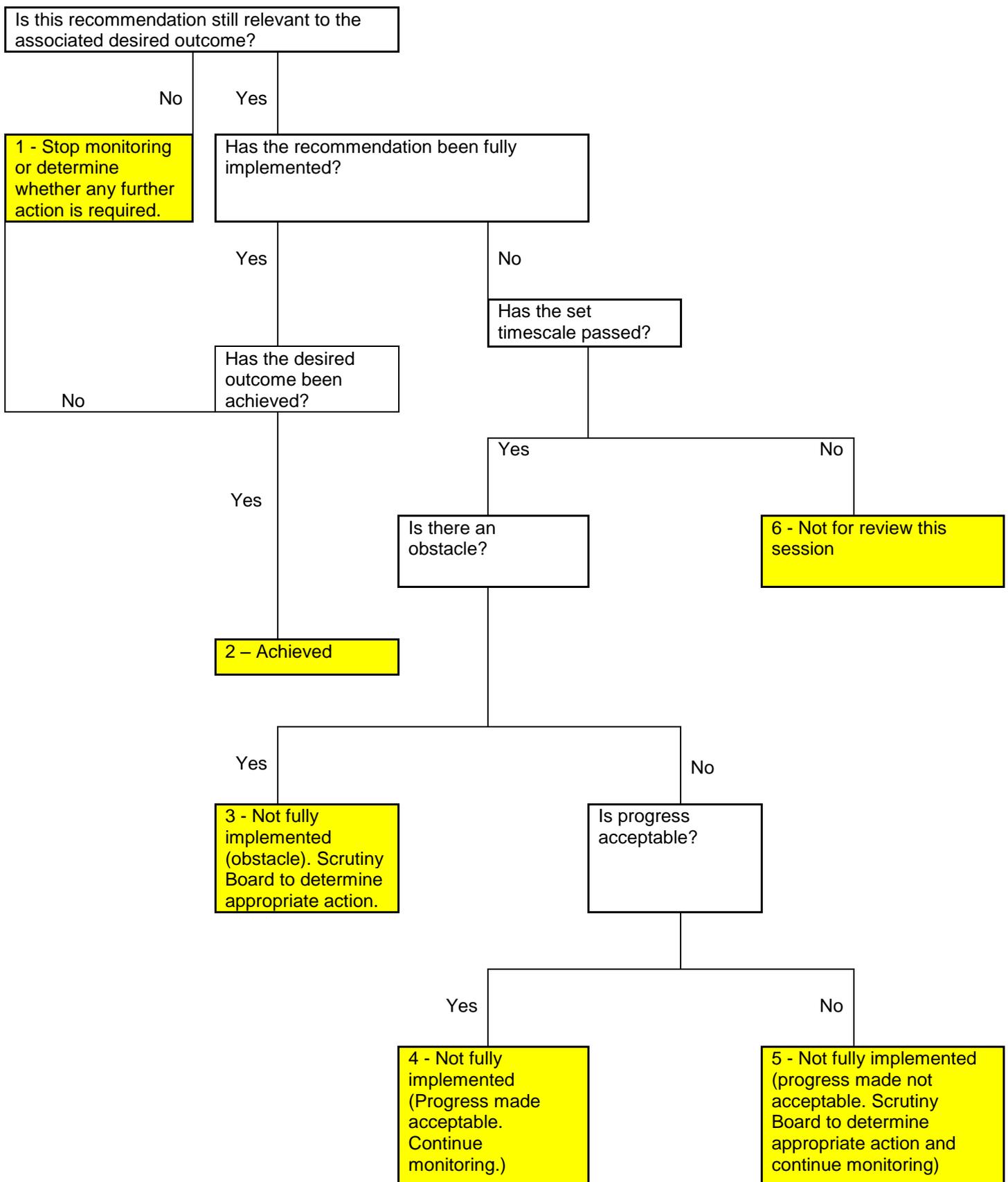
## **7 Background documents<sup>1</sup>**

- 7.1 None

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<sup>1</sup> 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 - To support the presentation of domestic waste in highly populated areas, to reduce side waste, contamination and fly tipping

**Recommendation 1** – that the Director of Communities and Environment, before the July 2019 meeting, explores the creation of a framework contract arrangement to facilitate the expansion of metroSTOR facilities, in situations where funding can be secured.

#### **Formal response (July 2019):**

This recommendation is accepted.

The service will look to explore the availability and suitability of other bin storage solutions similar to the MetroStor (brand name) product which has already been trialled.

There are other commercial providers of this type of bin containment system and we would use learning obtained through the MetroStor product trial to develop a specification for a product which will be fit for purpose and meet the needs of all relevant stakeholders, and to identify the appropriate route for its procurement.

However, the trial, as well as other use of other “communal bin” options show that such solutions are dependent on ongoing engagement with local residents/tenants and still often result in additional side-waste/fly-tipping. This work will help provide options for localised solutions, but is not in itself the answer to reducing waste and fly-tipping. It is more likely to help with increasing recycling/reducing contamination.

#### **Previously reported position (December 2019):**

In relation to the broader desired outcome of this recommendation, the refuse service review is developing bespoke solutions for the city centre, high-rise flats and the largest areas of highest density population (eg Headingley/Hyde Park, Harehills). Proposals are being worked up for dedicated teams for these areas, with services tailored to meet the unique demands presented. These solutions will include closer operational working with the Cleaner Neighbourhoods Team.

Following completion of the technical work, options for delivery models will be worked up in collaboration and consultation with local stakeholders/Members over the next couple of months. Providing new solutions can be agreed and are affordable, the intention is to implement in Spring 2020.

#### **Updated position (September 2020):**

Due to the impact and prioritisation of resources/capacity to meet the challenges of Covid19, the Refuse Service Review has not yet moved on to the development of bespoke solutions/new routes

for these more densely populated areas. The previously reported position set out the need for delivery models to be worked up in collaboration and consultation with local stakeholders/Members in early 2020. This has not been possible yet.

However, a review of how resources are managed across Environmental Services has begun and includes a key objective to better geographically align the organisation and management of Refuse and Cleaner Neighbourhood Team services, including the areas identified in the previous update above. Consultation on these proposals should begin later this month.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring)

**Desired Outcome** – To identify and attribute resources to support the strategic approach defined nationally and locally for waste collection and recycling

**Recommendation 2** – that the Director of Communities and Environment in response to DEFRA's waste strategy identifies:

- a) what funding streams will be made available and how they can be utilised in order to make a positive difference to waste management and recycling rates in Leeds;
- b) Identifies how current Council resources can be better utilised to support the various relevant requirements outlined.

A progress update will be required by the Scrutiny Board in July 2019 with a full overview in January 2020.

**Formal response (July 2019):**

This recommendation is accepted.

- a) The outcome of specific DEFRA consultations on elements of the Resources and Waste Strategy for England will have a critical bearing on the availability of funding for changes to or expansion of recycling services. Consultation responses were submitted by Leeds to DEFRA in May 2019. Further consultations are now anticipated with more detailed information on funding streams and timescales later this year. There is no further detail as yet about when funding streams will be made available other than the indication in the Strategy that it will be 2023.
- b) The Waste Strategy for Leeds will set out aims for maximising the contribution to reuse and recycling by existing services and infrastructure through service improvement and behaviour change. This will inform and be informed by:
  - the current Refuse Service Review, due to be completed summer 2019, and desired outcomes in it around improving the efficiency and effectiveness of the currently configured service to move it into a better position to absorb future city growth and to take opportunities/meet requirements that may come from the national and local waste strategies.
  - The City Conversation on waste has begun with the people of Leeds to gauge their appetite for making changes to the way we all manage waste.
  - The Climate Change agenda, and in particular a move towards carbon based measures of performance, away from weight based recycling targets. So, not simply how much we recycle by weight, but what we recycle and reducing the amount of

waste produced in the first place.

**Previously reported position (December 2019):**

There have been no further specific details from DEFRA in relation to the funding streams that the Government's Resources and Waste Strategy states will be made available from 2023.

The initial consultation phase concluded in May 2019. DEFRA provided an update in late July which indicated no changes to the principle set out in the Strategy that any required changes to how Councils manage waste will be fully funded. The update stated the elements of the strategy that look to introduce greater producer responsibility for ensuring recyclability of packaging and a Deposit Return Scheme remain key. In July, DEFRA reported that it intends to bring forward fresh consultations on firm plans in early 2020.

In the meantime, the Government announced the Environment Bill 2019/20. This bill was due for its second reading towards the end of October 2019, but the dissolution of Parliament prevented that happening. The Bill makes reference to the Office for Environmental Protection's "25 Year Environmental Plan". This plan has a section "Minimising Waste" which includes statements such as: *"We will minimise waste, reuse materials as much as we can and manage materials at the end of their life to minimise the impact on the environment. We will do this by: working towards our ambition of zero avoidable waste by 2050, working to a target of eliminating avoidable plastic waste by end of 2042, meeting all existing waste targets – including those on landfill, reuse and recycling – and developing ambitious new future targets and milestones"*

**Updated position (September 2020):**

DEFRA has revised its timescales for a fresh round of consultation on the three main strands of the Resource and Waste Strategy from "early 2020" to "early 2021", due to the impact of Covid19.

DEFRA has reaffirmed its commitment to introducing Extended Producer Responsibility (EPR) legislation by 2023. This does appear over ambitious given a key consultation phase has been delayed a year.

Environment Bill 2020 – the Government has published a policy paper, setting out how it will consult and develop key targets with the aim of finalising these initial targets by late 2022.

The availability of and conditions attached to additional funding streams anticipated through the RWS (and its elements such as EPR) will hopefully become clearer once the latest consultation phase is completed later in 2021.

In the meantime, Leeds needs to meet the financial challenges currently presenting themselves due to the impact of Covid19, but at the same time preserve delivery infrastructure to ensure we are able to move forward once the national strategy and statutory requirements are clearer. In that regard, work is ongoing to assess the affordability of options to utilise/maximise the brown bin collection infrastructure in Leeds to both improve recycling rates and to move us in the anticipated direction of the national RWS.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome – The identification of a clear, coherent and robust approach to meeting the future recycling targets as defined by DEFRA.

**Recommendation 3** – that the Director of Communities and Environment: outlines a plan to the Scrutiny Board at the July 2019 meeting which identifies the approach to meeting the 2020 recycling rate of 50%; **or** provides a revised recycling programme proposal to the Executive Board for agreement during 2019 if it is anticipated that the targets as referenced in paragraph 25 and 33 will not be met, explaining the reasons for this.

**Formal response (July 2019):**

Recommendation accepted.

The current performance in Leeds has been maintained over recent years in the face of progressive Government funding reductions. Although Leeds is unlikely to meet the 50% target in 2020, this is reflective of the national picture in relation to recycling performance and the position in which the majority of local authorities therefore find themselves.

The Government's Resources and Waste Strategy 2018 and outcome of the current consultations/availability of funding will inevitably shape future service changes. The consultations cover separate weekly collections of food waste, garden waste, deposit return schemes and producer responsibility and plastic tax. The Strategy talks about a 2023 implementation timescale. It states that net costs will be met by Government for new recycling services provided by a Council as a result of requirements that emerge. Any changes will need to be phased in line with this.

It is important to note that the national waste strategy and other related discussions around climate change talk increasingly about a move away from weight-based recycling targets to measuring the impact of changes/performance through a carbon based methodology. In the meantime, the Refuse Service review is looking at how more can be gained from the existing infrastructure in Leeds. This may mean doing things differently in our more challenging locations, as well as working with residents to make better use of the green bin and local recycling sites/facilities/banks.

**Previously reported position (December 2019):**

The Council is in positive discussions with DEFRA in relation to the future recycling target for Leeds. There is recognition that the current position is reflective of a national trend, particularly in comparison to other core/large cities. Although it is not anticipated that the measure of success will change in the short term, there is an expectation that new/revised legislation that comes from the National Strategy will reflect both the tonnage based measures of amounts of waste recycled and a measure that recognises the carbon impact of actions taken. That is not yet stated however, and we await further guidance and detail from DEFRA in 2020. It is therefore difficult for the Council to be clear at this moment on what "the future recycling targets as defined by DEFRA" may be.

The Leeds Strategy and work being undertaken as part of the refuse service review, is however looking at ensuring we anticipate as much as possible what may be required, and ensure we move forward/improve on existing measures regardless.

In the meantime we continue to innovate and introduce new ways for residents to reduce, re-use and recycle, with a focus on supporting people to change habits/behaviours. Recent examples include:

- From mid-November, the addition of new materials/items accepted in the green bin for the first time in Leeds (pots, trays, tubs and cartons). Resulting in the vast majority of household plastics now being accepted in Leeds green bins for recycling.
- The innovative partnership with the charity Hubbub for the "recycling on the go" initiative in the city centre– with 60 new dedicated bins on the streets and 80 new bins inside places such as shopping centres. In the 8 months of the trial over 65,000 cans, 55,000 bottles and

almost 600,000 coffee cups were collected for recycling. To help “mainstream” this initiative, we have now committed to continue to empty and take the bins for recycling as part of our city centre street cleansing offer.

- Education/social media campaign to get back to basics with what goes in the green bin; for example clear, pictorial “what goes in your green bin” information on the leaflet that is being sent to all households to inform them of the Christmas collection arrangements/dates this year and the production of a social media friendly animation explaining what happens to green bin contents.
- Expansion of bottle and textile banks in Leeds; there are currently 665 LCC bottle banks across the city, capturing around 9,500 tonnes of glass a year for recycling. Ward Councillors are being encouraged to help identify local sites where a new bank would be successful or where existing banks could be more effective. Longer term, the impact of national Deposit Return Scheme proposed in the National Resources and Waste Strategy on the amount of glass that residents would switch to taking to reverse vending or alternative “reimbursement” facilities is of course a consideration; and an example of the difficulty we have currently in predicting, planning for, prioritising and investing in recycling improvements for individual waste streams.
- Development of better recycling service offers in areas of traditionally poor recycling; the refuse service review has identified areas such as Harehills, Headingley, Hyde Park, Woodhouse, City Centre and high rise flats as places where recycling rates are low and where a different approach would help residents recycle more.
- Improvements at Household Recycling and Waste Sites to encourage more recycling and re-use; for example, production of a social media friendly animation showing what can be taken to sites and promoting the re-use of items by charities, improved signage and layouts at sites and work with re-use charity partners to trial the use of volunteers at sites to advise customers/residents.
- We have begun trials at one of our Household Waste and Recycling sites, Kirkstall, to collect and dispose of polystyrene, crisp packets and coffee cups. If it’s viable in terms of markets and cost we will be rolling out to other sites;
- Two successful bids have been made to the national Distributor Takeback Scheme, amounting to over £124,000 for Leeds. This will enable us to undertake activities and improve facilities to increase the amount of Waste Electric and Electronic Equipment (WEEE) we recycle by 130 tonnes and the amount that is re-used by 40 tonnes. We will be working on “amnesty” in schools, employing more staff at recycling sites, providing funding to our re-use partner charities to help with staffing and PAT testing and increase and improve our WEEE bring banks across the city;
- Closer working with Community Committees to better support local initiatives/opportunities; the Refuse Service review is looking at how the service can be better designed/structured, both operationally and accountability wise, so as to better link with Community Committees and local opportunities. The current route redesigns are being based on achieving as much coterminosity as possible with Community Committee boundaries. This of course is subject to affordability but is a priority of the review to try and achieve. The service is engaging with Community Committees between November and January, with views being sought on what local opportunities there are to better support those in the community who champion reduce, re-use and recycle.

**Updated position (September 2020):**

For the reasons outlined in the update for Recommendations 2, we await the new national targets related to the National RWS and Environment Bill 2020. In the meantime we are currently working with DEFRA on the development of a 5-year plan that will set out how recycling rates in Leeds will increase. This plan will of course be interdependent on the RWS and so will initially be mainly aspirational and provide a mechanism to make sure we are joined up, make good infrastructure decisions and be in a good place to meet future statutory requirements.

**Position Status (categories 1 – 6)** *This is to be formally agreed by the Scrutiny Board*  
December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - That the local waste management strategy is progressed in a timely manner and is subject to further independent scrutiny to support informed and ethical decision making.

**Recommendation 4** – that the Director of Communities and Environment:

a) considers the requirements of the DEFRA strategy and the areas of focus outlined in paragraph 38 by this Scrutiny Board and ensures that the service review and development of the local waste strategy is expedited without further delay.

b) ensures that the Scrutiny Board is fully informed of progress and reports back at key intervals to ensure the Scrutiny Board continues to support the development of the local strategy before it is agreed and adopted.

**Formal response (July 2019):**

This recommendation is accepted.

The Waste Strategy for Leeds is to be presented to the Executive Board on 24th July 2019, and will cover issues raised by Scrutiny through the inquiry, and will take account of the DEFRA Resources and Waste Strategy for England. The wording of the strategy is provided at appendix 1 for consideration and comment by Scrutiny at the meeting on 11<sup>th</sup> July. These comments will be fed back verbally at the meeting when the local strategy will be considered by Executive Board, on 24<sup>th</sup> July 2019. Production of the local strategy had been delayed to the summer to allow for initiation of a city conversation on waste and progress on the Refuse Service Review. The conversation is already telling us that there is an appetite for change in the way that we all manage waste and that the city as a whole is keen to play its part. The Waste Strategy Advisory Board has been kept updated on the development of the strategy.

**Previously reported position (December 2019):**

The Waste Strategy for Leeds was approved at the July Executive Board. Appended to this report is the “plan on a page” summarising the agreed strategic approach.

Examples of the impact of the timetable for the National Resources and Waste Strategy (NRWS) has been explained/provided in recommendation 3.

However, it's worth summarising the key issues that until about which we receive further clarity from DEFRA makes it very difficult for us to make local decisions, at least until further clarity is provided by DEFRA, the next update is expected in 2020;

- Glass – a key part of the NRWS is to introduce a continental style Deposit Return Scheme (DRS) that would include glass bottles and possibly jars. The reason being to incentivise the public to take their glass back to facilities in shops/supermarkets that would accept the items and refund the customer in the form of a store credit or possibly money. This may take the form a “reverse vending machine” for example. An obvious consequence of a successful introduction of this requirement would be the amount of glass to collect from the kerbside would be far less. Indeed when launching the strategy for consultation, DEFRA said “Similar schemes already operate successfully in other countries – for example, total return rates of drinks containers in Denmark, Finland, Germany, Norway, the Netherlands and Sweden are at 90%, 92%, 98%, 92% and 85% respectively”. Yet the NRWS still also talks about glass being on the list of proposed waste streams that Councils may be required to separately

collect at the kerbside from 2023 - under the “consistent recycling collections” part of the strategy.

- Food – another key part of the NRWS is to require Councils to offer the kerbside collection of food waste to all residents. The rationale stated by DEFRA is to reduce the amount of food being landfilled and therefore contributing to greenhouse gas effect caused by the methane emissions. In Leeds, of course, any food placed correctly in the black bin goes to the RERF and is burnt to produce power and heating; so no food goes to landfill. In the NRWS it was initially clear that future food collections should be collected and processed separate from any other waste stream. However, following the consultation period in 2019, DEFRA now indicates that the method of collection of food would be subject to what is “technically, environmentally or economically practicable” (known as the “TEEP” test). This is welcomed as it suggests that we can develop a solution that works the best for Leeds.
- Funding – as part of the NRWS consultation DEFRA stated “*the government will ensure that local authorities are resourced to meet new costs arising from this policy*”. The extension of a national producer responsibility system which could, for example, include the “world leading new tax” of any packaging that has less than 30% recycled content is a key part of the strategy. The Government states; “*the management of packaging waste costs local authorities in the region of £820m per year. The proposals in this consultation mean that the funding to meet these costs will transfer from central government and local taxpayers to businesses*”. Much of the cost to Council’s will of course be up-front, infrastructural costs (for example plant, machinery, vehicles). The Government. It is not clear when the clock starts ticking in this respect and DEFRA is yet to provide clarity on that issue. One interpretation is that means anything introduced by Councils after the strategy was approved in December 2018, another is that means once the appropriate legislation is approved, and some interpret as it as from 2023 when the strategy says the bulk of the requirements in the legislation will take effect from. Again, we look forward to further clarity on this in 2020.

#### Updated position (September 2020):

As per the update provided for Recommendation 2, further progress on this has been put back due to the delay in the next consultation phase of the National RWS to early 2021.

However, in terms of the Refuse Service Review during lockdown progress was still made in delivering;

- The completion of the Chargehand development programme and improvement of the use of in-cab technology;
- Completion of the citywide full redesign of garden waste collection routes (brown bins) and introduction of the new routes and collection days across the city. Incorporating new builds, known future developments, additional hard to access streets, improved end of day reporting and moving all the operation to one depot (Cross Green).

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring)

Desired Outcome - That the Waste Collection Service reflects on innovative approaches that will achieve the impact of improved recycling rates, in order to meet expected national targets.

**Recommendation 5** – that the Director of Communities and Environment presents an analysis of waste collection systems that could be utilised in the longer term to accelerate improved recycling rates, which also considers suitability, financial viability, sustainability and expected benefits. The

analysis is to be presented to the Scrutiny Board in January 2020, or before if practicable.

**Formal response (July 2019):**

This recommendation is accepted.

Scrutiny Board has received information in early 2019 on alternative kerbside recycling collection systems operated by other high performing authorities.

Waste management from a producer, retailer and consumer perspective is at a pivotal point and our view is it would be unwise to propose changes to collections systems/ regimes until the outcome of the Governments consultations on weekly collections of food waste, garden waste, deposit return schemes and producer responsibility and plastic tax is released.

Further updates will be provided to the Board, including how more can be gained from the existing infrastructure in Leeds, and the anticipated move away from weight based recycling measure to reducing waste in the first place and judging recycling success through carbon based measures.

**Previously reported position (December 2019):**

When consultation on the Government's new NRWS started in early 2019, DEFRA's headlines were:

"Packaging producers set to pay the full cost of dealing with their waste, more consistent household recycling, and a Deposit Return Scheme for cans and bottles, subject to consultation". Further context/information is provided in the response to Recommendation 4, particularly in relation to what may be required for the management of different waste streams.

In terms of expected national targets, DEFRA has yet to provide any firm detail on that. The initial launch of the NRWS and the Government's 25 Year Environmental Plan talk about possible targets like:

- sending no food waste to landfill by 2030;
- a 65% recycling rate by 2035;
- achieving "zero avoidable waste" by 2050;
- eliminating avoidable plastic waste by end of 2042;
- a focus on reducing the carbon footprint/greenhouse emissions.

The Council is therefore currently looking at what can be done to get more out of the existing waste collection infrastructure and resources available; so in terms of recycling that is mainly the green and brown bins, household waste and recycling centres, glass/textile/WEEE bring banks and facilities, "on the go" initiatives and other opportunities provided through support and collaboration with the third sector (e.g. re-use).

**Updated position (September 2020):**

As per the update provided for Recommendation 2, we are still in the position outlined above, with national consultation effectively put back a year.

However, as also already mentioned, options are being looked at as to how existing infrastructure could be used within affordability to improve the offer to residents and city recycling rates. The brown bin collection infrastructure potentially provides opportunity to add another waste stream, food. This of course needs to be considered alongside the financial pressures the Council currently faces. It is hoped to bring forward options for consideration this year.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring)

Desired Outcome - That the missed bin definition reflects normative resident expectation and when bins are missed there is consistent clearly communicated advice which explains how residents should present their waste for future collection.

**Recommendation 6** – that the Director of Communities and Environment,

- a) reviews the current missed bin definition and considers whether performance benefits could be delivered should it be aligned to customer expectation.
- b) explores the different methods of communication and proactively puts measures in place to inform Leeds residents of the current missed bin policy and what they need to do should their bin not be collected on the established collection day.

An update on progress is to be reported back to the Scrutiny Board in July 2019

**Formal response (July 2019):**

This recommendation is accepted.

Work is taking place between the Refuse Service and Customer Access to introduce a live update page on the council's website that would allow residents to view that day's bin collection issues – for example to see if there was a particular issue affecting their street that day and what the advice is to do in the meantime. Further work will then take place to make better use of social media and potentially phone apps etc to improve communications. This work is dependent on improvements to how the service records missed bin incidents and in particular the effective use of in-cab technologies. The introduction of a new Crew Chargehand post for every refuse vehicle is seen to be key to this. Proposals for this new role/post have been developed and agreed with unions and the post will be recruited to in due course.

A further update will be provided in January 2020, by when the above actions will be in place.

**Previously reported position (December 2019):**

The introduction of a "live" update page for the public to access remains an aspiration for the service to deliver in conjunction with colleagues in the Customer Access service. The presentation to the July Scrutiny Board meeting on feasibility/exploratory work undertaken in conjunction with North Lincolnshire Council was well received, and gave an insight on what may be possible in the future. Development work is scheduled to continue on that in early 2020.

As also covered elsewhere in this report we are making changes that will improve the format and reliability of the End of Day report that is sent to the relevant ward members. We acknowledge that we need to reach a position where we can all rely on that EOD report being accurate, so it can be used by Members and other stakeholders to help manage the message to customers, for example through proactive or reactive posts in social media.

As previously reported, a key objective of the ongoing Refuse Service Review is to reduce the amount of missed scheduled collections. The related actions and progress on these are covered in other recommendations in this report. But in summary these include a citywide Traffic Regulation Order to reduce the amount of parked cars/vehicles that prevent streets being fully accessed by refuse wagons, a complete redesign of routes citywide to include better use of smaller wagons on narrow streets etc. and renewal of the refuse fleet with 45 new replacement wagons due for delivery by the end of 2019.

However, ultimately the service is not proposing to change the commitment that has been in place for many years; i.e. that it will do all it can within the resources available and circumstances presented to collect/empty the bins correctly presented on the scheduled day of collection, and

where that is not possible it will make every effort possible to do so within a further 48 hours.

This has to be the case as there will always be occasions where issues such as weather, vehicle/mechanical breakdown, staff illness, traffic accidents and road blockages result in a route not being completed and street(s) missed.

It is our view that the majority of customers understand this and know to leave their bins out for a day or so if they can see their street has not been collected that day. The information provided on the Council website and relayed by customer service staff has been reviewed and is consistent with the commitment made. The information provided to customer is;

### **Missed collections**

Your bin won't be emptied if:

- it isn't at the kerbside before 7am on your collection day – the bin crew make a record of this, and will not be able to return to collect it before your next collection day
- it contains something that shouldn't be inside it – please see our advice on what goes in which bin, and remove any contaminating items so we can empty it on your next collection day
- it's too heavy to be lifted safely by the wagon – if your bin contains especially heavy items, for example rubble or compacted grass and soil, please do your best to remove it from the bin so that we can empty it on your next collection day

**Warning If any of the above apply, the bin crew will have made a record, and will not return before your next scheduled collection day. Please return your bin to your property until then.**

If none of the above apply, we have missed your collection for another reason, such as a vehicle breakdown, blocked roads, or severe weather.

In these cases, we will try to come back before 5pm on the same day, or in the two following working days (our bin crew work Monday to Saturday).

### **Updated position (September 2020):**

Since the introduction of the new Chargehand role and completion of a development programme for these staff, significant improvements have been made in the use of in-cab equipment and reliability of information provided by crews.

The promised improvements to the categories shown in the End of Day Report have also now been made and are being used each day,

The Service hopes to introduce a public "end of day report" before the end of 2020. It is likely that this will be initially accessible from the Leeds Bins app, and with the ability to provide links through social media. A dummy (not publically visible) site has been created and the service will trial it during October/November to make sure it works technically and there is the capacity to update it every afternoon.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - That the missed bin policy is reviewed with a view to minimising disadvantage to pedestrians who are mobility or visually impaired.

**Recommendation 7** – that the Director of Communities and Environment considers if the existing missed bin policy should be adapted, working with stakeholder groups to explore the:

- a) negative impact of leaving bins on pedestrian walkways for 48 hours
- b) identification of any innovative solutions or compromise that will prevent access issues for those who are mobility or sight impaired.
- c) cost, benefit and viability implications of any solution or compromise identified

The outcome of these considerations is to be reported back to the Scrutiny Board in January 2020.

**Formal response (July 2019):**

This recommendation is accepted.

A work stream has been established to address this and will include conversations with other Councils on their approaches and consultation with stakeholders (including representatives of those most affected). The initial thoughts of the service are that any fundamental changes to a service designed and resourced on the requirement for residents to present and take back their bins from the kerbside will not be possible.

The focus will therefore be on reducing the occasions when bins are not collected on the scheduled day, particularly where the implications are greater with regards to the issues raised in this recommendation, and how residents and refuse staff can do more to ensure bins are more considerately “parked” on the kerbside.

The service review currently being undertaken includes objectives related to this as well as scope to change council-led behaviour change and enforcement provision. Good progress is being made in service redesigns that will help improve collections on scheduled days. The outcome will be reported to Scrutiny Board in January 2020.

**Previously reported position (December 2019):**

Leaving bins on pathways for 48 hours – as covered in other updates in this report, the service is putting in place improvements that will reduce the number of occasions that scheduled collections will be missed. This in turn will reduce the instances of bins being left out and causing “negative impact”.

With regards to ensuring bins are returned to a safe position after being emptied, we have added that objective to all refuse loaders in their appraisals for 2019/20. In addition the Job description for the new Crew Chargehand post has the following requirement:

- to lead on understanding and following the collection route/tasks assigned for each day’s work and ensure completion to level of quality required – for example that assisted collections/wheel-outs are completed, access problems are safely overcome where possible and empty bins are returned in a safe and neat position.

Also, following successful outcomes experienced with the Public Space Protection Order in Harehills, a new Order has recently been consulted upon and approved for the Headingley and Hyde Park area which includes measures to tackle bins and associated “side waste” left on streets. This is a very resource intensive way of helping tackle the issue, and is to complement/add value to more fundamental ASB related issues being experienced in the area and the improvements the Refuse Service Review hopes to bring (see Recommendation 3) . The “enforcement” of the bins part of the PSPO will need to be proportionate and reasonable. It should not be viewed as

something can simply be lifted and applied to any part of the city experiencing problems with bins left out on the street.

**Updated position (September 2020):**

The PSPO for the Headingley and Hyde Park area is due to be implemented from autumn 2020. Providing Covid19 doesn't present further issues with the ability to enforce the Order then we expect to be able to provide an assessment of its effectiveness in dealing with the issue of bins on the streets around mid-2021.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - To ensure that the full potential for the in-cab systems are fully utilised and that performance information is accurately recorded.

**Recommendation 8** – that the Director of Communities and Environment explores and resolves the technical in-cab technology issues and

a) ensures that all waste personnel are appropriately trained to utilise the technology effectively, with clear lines of accountability and responsibility for its use.

b) prepares an action plan which clearly outlines existing problems with the technology, how these will be overcome and target dates for resolving the problem areas outlined.

A progress update will be required by the Scrutiny Board in July 2019 with a more detailed overview in January 2020

**Formal response (July 2019):**

This recommendation is accepted.

Although the review is not due to be completed in full until August 2019, sufficient progress has been made on a number of key issues which has allowed proposals to introduce a new role/post of Crew Chargehand to be brought forward in June. As part of this work and discussion with staff and unions, work has begun by relevant crew staff to help identify where there are problems and to get the technology working, with the new Crew Chargehands suitably trained. A more detailed report/update will be provided in January 2020. The issues raised in this recommendation are being covered as part of the Refuse Service Review.

**Previously reported position (December 2019):**

Working collaboratively with Trade Unions, the Service has successfully delivered the recruitment process for the new Crew Chargehand post. 99 out of the 103 Drivers applied for the post and were successful. The Job Description for the new role includes:

- You will be responsible for ensuring the main in-cab recording system (currently Bartec) is operational at all times and where it is not that is reported immediately;
- You will be responsible for ensuring accurate input/recording of all necessary information on the in-cab system is being done; for example crew check-ins, missed collections and the reasons for the non-collection, damaged bins etc.

A comprehensive training programme is in place to support the staff in the new role, including ensuring the effective use of in-cab technology.

A post has been identified to ensure on a daily basis that the technology is working, being used and any issues promptly deal with. Our experience has been that because the technology is now being widely used it has prompted a number of technical issues (software and hardware) that have needed resolving. These are being successfully dealt with though and the number of units being successfully used is higher than it has ever been.

**Updated position (September 2020):**

The Chargehand development programme has now been completed. A small number of staff have ongoing training requirements identified as part of that programme. The use of the in-cab units is now standard practice in the service, with the only occasions it isn't used being when there are technical problems/issues with a unit or a hired replacement vehicle does not have a unit installed (in which case the Chargehand reverts to manual recoding of misses etc.).

Information is being better used now to provide more accurate and reliable end of day reports and to help investigate reports of missed bins by accessing tracking information.

Feedback from Members has been very positive in terms of the improvements in information provided to them.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - That all new residential development in Leeds has adequate waste storage facilities and access for waste collection.

**Recommendation 9** – That the Director of Communities and Environment works in collaboration with the Director of City Development to ensure, through national and local planning policy, that Housing Developers are meeting all requirements for the provision of waste storage and collection, at planning and development stages.

The outcome of this collaborative work to be reported to the Scrutiny Board in July 2019.

**Formal response (July 2019):**

This recommendation is accepted.

It has now been agreed that Communities and Environment will produce a technical specification for Housing Developers to use to ensure that provision of waste storage and collection of waste/recycling from properties is fully considered at the planning and development stages. This will be facilitated initially via a technical specification guidance document which will be published on the Councils website as 'Supplementary Planning Guidance' within the Planning and Waste areas of the website. Officers from Planning and Waste will also direct developers to the guidance and provide advice and further information as required. The technical specification will be a living document capable of being updated and amended to ensure it remains valid and relevant.

Officers from Planning and Waste will work together to explore the most appropriate mechanism for the inclusion of the guidance in the planning process. This will include exploring whether the guidance can be adopted as a Supplementary Planning Document (SPD) in accord with policy EN6 of the existing Core Strategy. The wording of Policy EN6 may need some minor modification to ensure that it forms a suitable parent policy for the SPD and this modification would need to be carried out through the Local Plan Review.

**Previously reported position (December 2019):**

Waste Management have commenced work on a technical specification for developers and designers to ensure effective segregation, storage and collection of waste materials following development. This will be used by planning officers in assessing planning applications to ensure that waste management needs are adequately addressed. We aim to have this technical specification completed and in use early 2020. To help better inform the specification and subsequent assessments, Planning colleagues will accompany Refuse staff on a collection round in some of the more challenging streets, where safe access is a particular issue due to parked cars and street design/layout.

The use of the technical specification will be monitored to provide data to support any policy changes that are required in the Local Plan, thereby ensuring they are underpinned by a robust evidence base. Local Plan colleagues are at a very early stage of the Local Plan Review and any policy changes will need to go through the rigorous plan preparation process set out in the LDF Regulations including public consultation and sustainability appraisal. A realistic timescale for a revised Local Plan being in place is late 2021.

**Updated position (September 2020):**

Waste Management are producing a draft technical specification for developers and designers to consider at the conception stage for new developments to ensure effective segregation, storage and collection of waste material. The guide will also be used by planning officers at application stage to ensure the specified criteria has been met. The draft will be reviewed by Planning with the intention that it becomes a Supplementary Planning Document as part of the LDF local plan review which will be consulted on and in place by late 2021.

In the meantime officers from planning and waste are working closely together to ensure that current applications are considered using the draft guidance'

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - To reduce the identified issue of vehicle breakdown which currently hinders waste management collection.

**Recommendation 10** – That the Director of Communities and Environment works collaboratively with the Director of Resources and Housing to advance fleet upgrade without delay. With an update to be provided to Scrutiny Board in July 2019.

**Formal response (July 2019):**

This recommendation is accepted.

The fleet upgrade for Waste Collection Services has been given priority and as such will now see the replacement of 52% of the fleet (45 vehicles) by mid December 2019.

An analysis has been undertaken of the specific requirements of the service, identifying priority vehicles to be procured, furthermore a training programme is established to ensure drivers are pre-trained in the use of the vehicles before they arrive causing minimum disruption to the service. Four vehicles which are suitable for a trial electric retro fit have now been identified meaning 49 of the 86 will be operating as new. The new vehicles are ordered and are on a delivery program which starts in June 2019 for completion in mid-December 2019.

Fleet Services have a number of measures in place to support the Waste Collection Service in their daily operations and a Transport Logistics Officer has been established who works directly with the service. This is to continually provide vehicle support to the current operation, identify future needs and make sure the service has the fleet in place which it needs to deliver the required service each day.

The remaining 37 refuse vehicles are scheduled to be replaced over the next three years 17 of which are planned for 2020/21, 16 in 2021/22 and the remaining 4 in 2023/24 as part of a scheduled fleet replacement programme based on a number of factors including reliability, age and intelligence from regular monitoring of the vehicles performance.

In addition to the work already completed fleet are working in collaboration with waste operations to provide advice and guidance around future fleet configuration and vehicle management issues to support any service changes arising from the Refuse Service review and as implications/opportunities from the national waste strategy become clearer.

#### **Previously reported position (December 2019):**

Fleet Service confirm the fleet upgrade for Waste Collection Services continues to be given priority and the current status for the replacement of 52% of the fleet (45 Refuse Collection vehicles) are on track to be in place by the end of December 2019 with 7 already in place.

The previously mentioned training programme has commenced to ensure drivers, loaders and vehicle technicians are pre-trained in the use and maintenance of the vehicles.

A procurement exercise has been completed for the repowering of four refuse vehicles (effectively converting to electric power), no compliant tenders were received, the reasons behind this are being explored and a decision will need to be made as to whether it is worth retendering or to relook at the affordability of buying new electric RCV's as the market is changing so quickly.

Fleet Services continue to have a number of measures in place, to support the Waste Collection Service in their daily operations and the role of Transport Logistics Officer is working well and continues to provide vehicle support to the current operation.

The remaining 37 refuse vehicles are scheduled to be replaced over the next three years, 21 of which are planned for 2020/21, 12 in 2021/22 and the remaining 4 in 2023/24, as part of the scheduled fleet replacement programme. This replacement program will be carried out using knowledge gained from the current purchasing year and also to be informed by changes in the ever evolving market with regard to future technology and best available options.

Any additional/changes in requirements as a result of the Refuse Service review will be factored into the replacement programme.

#### **Updated position (September 2020):**

The refuse vehicle replacements arrived on schedule and were rolled out in service throughout December 2019 and January 2020. The vehicles of varying configuration including the replacement glass collection were accepted in service with minor works required highlighted by drivers and union colleagues.

A modification programme of works was established and the full fleet was completed including body, chassis and bin lift modifications. All work was closed out with teams and the vehicles are working well in service to date.

The training was undertaken for all fleet engineers to enable the efficient service and repairs of the fleet. Drivers and loaders were inducted on the fleet throughout roll out and Team Leaders given

“train the trainer” on the vehicle configurations to enable improved local monitoring of the vehicles and use.

The exercise was completed and a market test completed however costs submitted for the repowering of the vehicles proved to be prohibitive in the current climate. These vehicles have been programmed for replacement in future years and currently part of the fleet replacement review.

The TLO role has been maintained in addition fleet services have supported the service through the “empowering services programme” training team leaders enabling them to do full driver assessments on new and existing drivers providing more flexibility in services and reducing delays in the recruitment of new drivers.

Through the financial impact of COVID the refuse fleet have been reviewed for replacements and the joint work between services highlighted 4 vehicles to be replaced which form part of the small 12t and 18t hard to access vehicles enabling the roll-over of the remaining fleet. These vehicles have been highlighted to reduce downtime, increase up time while taking into account service changes and the necessary requirements.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - To reduce the identified issue of street access which currently hinders waste management collection.

**Recommendation 11** – That the Director of Communities and Environment works in collaboration with the Director of City Development to explore practical solutions, that are palatable to local residents, to resolve access problems through the implementation and enforcement of Traffic Regulation Orders.

The outcome of this collaborative work to be reported to Scrutiny Board in July 2019.

**Formal response (July 2019):**

This recommendation is accepted.

Consultation and discussions have taken place with all ward members over March/April 2019 on those locations where it is known or felt that access issues regularly cause delays to bin collections. A ward analysis of reported “misses” was provided as part of that consultation. The information gathered has now been collated, together with views from crews (aided by work of union stewards as part of the Refuse Service review). Highways staff are now in the process of working through the many locations identified citywide. Once this work is completed, an Emergency TRO will be submitted, with approval likely to be required through Executive Board in due course.

**Previously reported position (December 2019):**

The relevant Traffic Regulation Order is now ready to present to Executive Board for approval. However, due to the cancellation of the December meeting due to the General Election, this will now be presented in January 2020. The intention is for the approval to allow additional locations to be added to the Order without further reference to Executive Board, subject to any necessary local consultation etc.

**Updated position (September 2020):**

Executive Board gave approval in January 2020, however the scheme was unable to progress

during the pandemic due to competing Covid19 related scheme priorities. However, there is now capacity to progress and ward members with locations identified in phase 1 will be contacted in September to confirm their agreement to proceed. Highways will then progress the scheme with parking restrictions being introduced before the end of the year. Any further locations identified will be packaged together for a phase 2 scheme. All locations must have sufficient evidence that parking is causing significant issues for the reliability of collections.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - To provide clarity regarding the side waste policy in Leeds to all residents.

**Recommendation 12** – that the Director of Communities and Environment considers if the existing side waste policy should be adapted, including the positive and negative implications of adopting a consistent city wide approach. The outcome of this consideration is to be reported back to the Scrutiny Board in July 2019.

**Formal response (July 2019):**

This recommendation is accepted.

The outcome of this consideration is linked to the refuse service review currently taking place and due to be completed late summer 2019. The service view is that there cannot be a one size fits all approach to this issue and there needs to be bespoke solutions in those areas where this issue actually causes a problem (either by implementing the policy, or not implementing it).

Currently, the policy is that there should be no side waste in streets where alternate week collection takes place, but it is allowed in streets where monthly green bin/weekly black still takes place (the “excluded” AWC areas). Examples of how this does not work locally though are Headingley and Harehills – where allowing side waste has a detrimental effect on the environment of the streets, often contributing towards litter and fly-tipping problems.

Environmental Services is looking at how this issue is looked at in the round in the way the whole environment (service) is managed/delivered in areas such as this. Proposals will be brought forward as part of the refuse service review and reported to Scrutiny Board.

**Previously reported position (December 2019):**

There is little more to add to the above update.

The current basic policy of the Council remains, anyone in receipt of Alternate Weekly Collection is prohibited from putting any additional/side waste with their black bins, those who are still on a weekly residual collection can still put bagged, side waste next to their black bin. Anyone can put additional clear, bagged recycling waste next to their green bins.

This is being reviewed as part of the Refuse Service Review with the objective being to achieve greater consistency, reduce litter and encourage. There is a recognition that any changes need to be done in conjunction with being clear about how many bins households are entitled to, changes to service provision in our more environmentally challenging areas and encouraging people to use their residual bin less and recycle more.

**Updated position (September 2020):**

There has been no progress on drafting a new “Kerbside Collection/Bins Policy” as part of the Service Review due to the reasons already provided. However, the work will be prioritised and a new draft policy is expected to be ready to consult on by the end of 2020. The intention is produce the policy (or at least the more relevant parts of) in video form too, so that it is more accessible to the public and in a format that can be easily shared (for example on social media and to respond to complaints).

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

Desired Outcome - To provide accurate and informative End of Day reports which will support Elected Members in providing advice to their constituents and enable them to quickly identify service level problems in their Electoral Wards.

**Recommendation 13** – That the Director of Communities and Environment:

- a) updates alert procedures to ensure that Ward Members are included in Customer Access staff updates, where their ward is affected.
- b) improves the quality of information provided to Elected Members in the ‘end of day reports’ ensuring that they are accurate, provide an explanation of the reason for the missed collection and detail the action to be taken to resolve the issue, including longer term solutions that may be necessary.

A progress update is to be reported to the Scrutiny Board in July 2019.

**Formal response (July 2019):**

This recommendation is accepted.

The updates provided for Recommendations 6, 7 and 8 to a large degree cover this recommendation. The information available to Customer Access staff is that which is also made available to Ward Members. Customer Access and Waste Management Services are now looking at how the end of day reports can be improved to be more meaningful to Members, Customer Service Officers and customers.

**Previously reported position (December 2019):**

The update is partly covered in updates to Recommendation 6 and 8; particularly in relation to work that has been done to improve the reliability of the End of Day reports (i.e. that the in-cab technology is working and being used and therefore streets that have been missed are reported/included).

Appended to the report is the proposed new End of Day (EOD) report template for comment. This includes a draft “glossary” that would be attached to the EOD report email to help explain terminology used.

The new format will be used as soon as possible following feedback from Scrutiny. Work is being undertaken with IT Services to make the necessary changes to the in-cab unit and the Council’s reporting/analytical software to change the options/list for the reasons for a missed street. This is unlikely to be completed before early 2020 and so in the interim the EOD report will be in the new, consistent format, but with the existing reasons for misses.

**Updated position (September 2020):**

As per the above, the updates to this recommendation are largely covered in Recommendations 6, 7 and 8.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

**Desired Outcome** - That technological opportunities are fully explored in order to provide web or app based information which is accessible to the public, reducing the need to access non digital customer contract services.

**Recommendation 14** – That the Director of Communities and Environment fully explores and implements the provision of customer access information, either web based or app, which enables both residents and Elected Members to identify accurately reported missed bin collections, which is updated in an efficient and timely manner.

A progress update will be required by the Scrutiny Board in July 2019 with a more detailed overview in January 2020.

**Formal response (July 2019):**

This recommendation is accepted.

As with the previous recommendation, the updates provided for recommendations 6, 7 and 8 to a large degree cover this recommendation. In line with the recommendation a more detailed update/overview will be provided in January 2020.

**Current position:**

There is nothing to add to this than has been covered in updates for Recommendations 6,7, 8 and 13.

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

December 2019: 4 - Not fully implemented (Progress made acceptable. Continue monitoring

**Desired Outcome** - That accurate and supportive information is provided to residents where waste collection problems are identified and that this information is provided in a consistent manner.

**Recommendation 15** – That the Director of Communities and Environment reviews

- a) how information is consistently provided when problems arise
- b) that information sharing processes are being followed, particularly information which advises residents how to present waste for collection, so that they are clear about their responsibilities. (e.g. when contamination is evident, in areas with a transient population and where side waste is an issue)

A progress update is to be reported to the Scrutiny Board in July 2019.

**Formal response (July 2019):**

This recommendation is accepted.

As with the previous recommendation, the updates provided for recommendations 6, 7 and 8 to a large degree cover this recommendation. In addition, the update provided in recommendation 12 provides information on work being done as part of the wider Refuse Service Review to focus on the most significant areas of the city where a transient population presents a particular challenge to how household waste is presented and collected/managed.

**Previously reported position (December 2019):**

Already covered in updates provided in a number of Recommendations.

The Refuse Service Review identifies a number of large areas where there is a significantly sized population living in streets where the level of recycling is low, “contamination” of bins is high, transiency of population is high and the consequences of side waste is greatest. These include Headingley, Hyde Park, Woodhouse and Harehills. Working closely with the Cleaner Neighbourhood Team, a joined up approach is being developed for those areas which redesigns the refuse collections service to complement engagement and educational work with residents, and localised enforcement where appropriate (e.g. through PSPOs).

**Updated position (September 2020):**

As above, progress on this recommendation is covered in previous ones.

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

## Report of Director of Communities and Environment Report to Environment, Housing and Communities Scrutiny Board

Date: 17<sup>th</sup> August 2020

### Subject: Update Leeds Anti-Social Behaviour Team (LASBT) Review

Are specific electoral wards affected? If yes, 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 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

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### Summary of main issues

1. This report updates the Environment, Housing and Communities Scrutiny Board on progress with the LASBT review.
2. A key recommendation to come out of the review is that decision making should be based on an effective triage system with the identification and assessment of risk embedded in procedures from the first point of contact.
3. The proposed actions aim to complement wider corporate ambitions around the Council's Inclusive Growth Strategy and reflect the priorities of the Safer Leeds Community Safety Strategy and the Best Council Plan.

### Recommendations

The Scrutiny Board is requested to comment on the contents of the report and progress made since initial consultation took place with the Board.

#### 1. Purpose of this report

- 1.1 This report updates the Environment, Housing and Communities Scrutiny Board on progress with the LASBT review.

#### 2. Background Information

- 2.1 The volume, complexity and breadth of cases being referred to LASBT has evolved since the service was established. Demand for the service has increased, and the team is responding to a far greater number of high risk incidents. This has been more prevalent with the lockdown retractions in relation the Covid 19 pandemic.

2.2 Throughout the review officers have worked to ensure connections are made to the priorities identified in the Safer Leeds Community Safety Strategy 2018-21.

### 3. Main Issues -

- 3.1 **Triage of referrals:** The service implements a triage system for all incoming referrals so that cases can be appropriately prioritised.
- 3.2 The Triage team commenced on the 20<sup>th</sup> January 2020 and is made up of 5 Triage Officers from various backgrounds and Triage Supervisor with specialism surrounding safeguarding and Hate Crime.
- 3.3 The team have developed a risk assessment process call THRIVE, this is the same model that West Yorkshire Police use and provided consistency within the partnership
- 3.4 Ongoing reviews have been undertaken of working procedures to ensure the best customer journey and ensuring risk is identified at the earliest opportunity.
- 3.5 The team have seen an increasing demand for service especially within the lock down period rising from 1194 in April 2020 to 2073 in July 2020, there is an upward trend month on month. Additional staff have had to be resourced via the re-allocation pool.
- 3.6 There has also been a noted increase in higher risk cases rising from 181 cases in April 2020 to 294 cases in July 2020, again this is a continuous upward trend.
- 3.7 Noise still remains the most reported type of ASB with over 50% of reported ASB enquiries falling under this category.
- 3.8 Changes have been made to how the Triage team deal with Domestic Violence cases. This fully complements the Domestic Violence policies meets level 2 of the Domestic Violence Quality Mark
- 3.9 The Triage have dealt with some high level / high risk cases, including incidents of modern slavery and people trafficking, serious safeguarding cases where life has been at risk and most recently a case involving a sexual predator which had elements of stalking involving a 16 year old girl.
- 3.10 **ASB MARACs:** For complex and persistent cases the service now has the option of ASB MARACs. This is to promote early resolution of cases, joint decision making and more effective problem solving. This will enable officers to assess and manage risk more effectively for both perpetrators and victims.
- 3.11 Referrals have been received and we have managed to ensure relevant partners are working on each of the cases and unblocking barriers and any gaps in service provision. An example of the work is one of the cases was an extremely vulnerable male (Housing Association) who refused any support for his complex needs, this approach brought together key agencies to address the wide ranging issues.
- 3.12 **Mediation:** A flexible mediation service was due to be commissioned to promote early intervention. This approach has the potential to resolve more ASB cases before they escalate and become increasingly entrenched. Not only could this deliver improved outcomes for the individuals involved it also has the potential to reduce costly demands on public services.

- 3.13 A full specification has been drafted working with the procurement team with a view to going out to tender however it has been decided to put a temporary hold on going out to tender due to the current working arrangements.
- 3.14 **Noise:** Over 50% of incoming referrals are in relation to noise nuisance. The existing resources cannot meet the demand and expectation of the service. The provision therefore needs to be revised, joining up day time and out-of-hours services more effectively and ideally delivering increasingly flexible coverage.
- 3.15 The Out of Hours Service is now piloting an Evening Triage Team to allocate noise calls based on priority, the team are also able to offer guidance and assistance to the customer on how to log issues in a nuisance diary book. This reduces the timescale for the customer's enquiry to be dealt with, assisted in reducing the amount of time call backs are made to the customer and the Response Officers are able to get round to more visits. The feedback that has been received is really positive from our customers.
- 3.16 The majority of noise complaints are in the areas that are highly populated with students, it should however be pointed out, that Leeds has a very large student population, and whilst numbers of complaints seem high, this actually represents a very small percentage of the overall numbers of students studying in the city. LASBT, UoL & LBU are working closely to develop a more enhanced service initially on a temporary basis with some funding provided by the Universities.
- 3.17 **Communication:** External communications have been revised in order to provide more clarity and advice to those seeking to use the service.
- 3.18 Following the Triage 6 month review we have identified the need for a direct inbox for elected members. This will be created with revised guidance, to help support elected members and their constituents in a more focused approach.
- 3.19 Customer satisfaction surveys are now been sent out electronically on closed cases in line with LCC preferred method of contact.
- 3.20 Website is in the process of being updated around noise nuisance to assist complaints with actions they are able to take themselves or sign post to the relevant department.
- 3.21 **Location of the West Team:** Work is on-going to identify a suitable alternative base for officers currently based in the west of Leeds, ideally co-located with other services in the same area of the city. Discussions with Trade Union representatives are ongoing.
- 3.22 **ASB Strategy:** The Anti-Social Behaviour Strategy has been finalised but was not subject to a formal launch at the time due to restrictions under Purdah and then followed by impact of lockdown.

#### 4. Corporate considerations

##### 4.1 Consultation and engagement

##### 4.2 Equality and diversity / cohesion and integration

- 4.2.1 An equality impact assessment has been carried out as part of the project.

##### 4.3 Council policies and best council plan

- 4.3.1 The Best Council Plan 2018/19 – 2020/21 includes Safe, Strong Communities as a Best City Priority and one of the intended outcomes of the plan is for people to 'be safe and feel safe.'
- 4.3.2 The LASBT review aims to enable officers to increasingly focus on preventative activities and early intervention, with a view to empowering residents and supporting communities to become more resilient. The outcomes that could be achieved through that work would support the ambitions set out in the Inclusive Growth Strategy.
- 4.3.3 The proportion of the households reporting anti-social behaviour is included as one of the KPIs used to measure progress against the Best City priorities.
- 4.3.4 The LASBT review aims to enable the service to work towards priorities set out in the Safer Leeds Community Safety Strategy, which was approved by Executive Board in October 2018.

#### **4.4 Resources and value for money**

- 4.4.1 The aim of this review is to change the way LASBT operates in order to maximise the value derived from existing resources.
- 4.4.2 The ambition is to enable officers to work with communities, and to make better use of early intervention tools, thereby reducing demand on public services and the associated cost of dealing with complex cases that have escalated.

#### **4.5 Legal implications, access to information, and call-in**

- 4.5.1 The Safer Leeds Executive has accountability for the LASBT review. As a significant programme of change, the review has been a standing agenda item for the Safer Leeds Executive.
- 4.5.2 There are no exempt items so there are no access to information issues.
- 4.5.3 There are no legal implications for the work set out in this report.

#### **4.6 Risk management**

- 4.6.1 The key to ensuring a sustainable, effective LASBT service will be to enable decision making to be based upon need, to inform targeted use of resource and capacity. This will rely upon join-up working with colleagues and partners.
- 4.6.2 Safeguarding runs through all the work of the LASBT service and the community safety partnership, as outlined in the corporate risk report on community cohesion.

### **5. Recommendations**

- 5.1 The Scrutiny Board is asked to comment on the content of the report and the progress made.

**Report of Head of Democratic Services**

**Report to Scrutiny Board (Environment, Housing and Communities)**

**Date: 24 September 2020**

**Subject: Work Schedule**

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open 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. Purpose of this report**

1.1 The purpose of this report is to consider the Scrutiny Board’s work schedule for the remainder of the current municipal year.

**2. Background information**

2.1 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. In doing so, the work schedule should not be considered a fixed and rigid schedule, it should be recognised as a document that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.

**3. Main issues**

3.1 The latest iteration of the Board’s work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

3.2 The statement of the Board’s conclusions regarding the voluntary response in Leeds to the covid-19 pandemic is included as Appendix 2. Formally approval of the statement is sought from members of the Board.

3.3 Executive Board minutes from the meeting held on 20 July and 1 September 2020 are attached as Appendix 3 and 4. The Scrutiny Board is asked to consider and note

the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and identify any matter where specific scrutiny activity may be warranted, and therefore subsequently incorporated into the work schedule.

#### Developing the work schedule

- 3.4 When considering any developments and/or modifications to the work schedule, effort should be undertaken to:
- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
  - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
  - Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review.
  - Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
  - Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.
- 3.5 In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where necessary and appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

#### Covid-19 and Scrutiny Board meetings

- 3.6 The On 16 March 2020, in light of the Covid-19 pandemic, Leeds City Council took the necessary step to cancel a number of planned meetings of various Committees, Boards and Panels. This included all Scrutiny Board meetings and any joint scrutiny arrangements where the Council acts as the lead authority.
- 3.7 In cancelling Scrutiny Board meetings it was acknowledged that, after the urgency of the initial stages of the pandemic response, there would be opportunity to reflect and identify any lessons learned across different service areas and statutory local authority scrutiny functions would have an important role to play in this process.
- 3.8 With Council services focused on the urgent pandemic response and subsequent city recovery plan, the usual collaborative process of annual work programming for Scrutiny Boards was also suspended. However, in May 2020 all Scrutiny Boards were briefed on decision making relating to the areas of the pandemic response that fell within their respective remits and this may influence members’ priorities for the 2020/21 work programme.
- 3.9 In June 2020 remote public sessions of all Scrutiny Boards were introduced. There is a degree of continuing uncertainty about how future meetings will be hosted – they may be hosted remotely, be buildings-based or involve a hybrid approach. However, all meetings have been scheduled in such a way as to ensure they can continue to be resourced remotely if that is the required approach.

#### **4. Consultation and engagement**

4.1.1 The Vision for Scrutiny states that Scrutiny Boards should seek the advice of the Scrutiny officer, the relevant Director(s) and Executive Member(s) about available resources prior to agreeing items of work.

#### **4.2 Equality and diversity / cohesion and integration**

4.2.1 The Scrutiny Board Procedure Rules state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include 'to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council's Equality and Diversity Scheme'.

#### **4.3 Council policies and the Best Council Plan**

4.3.1 The terms of reference of the Scrutiny Boards promote a strategic and outward looking Scrutiny function that focuses on the best council objectives.

##### Climate Emergency

4.3.2 When considering areas of work, the Board is reminded that influencing climate change and sustainability should be a key area of focus.

#### **4.4 Resources, procurement and value for money**

4.4.1 Experience has shown that the Scrutiny process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time.

4.4.2 The Vision for Scrutiny, agreed by full Council also recognises that like all other Council functions, resources to support the Scrutiny function are under considerable pressure and that requests from Scrutiny Boards cannot always be met.

Consequently, when establishing their work programmes Scrutiny Boards should:

- Seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources;
- Avoid duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue;
- Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.

#### **4.5 Legal implications, access to information, and call-in**

4.5.1 This report has no specific legal implications.

#### **4.6 Risk management**

4.6.1 This report has no specific risk management implications.

## **5. Conclusions**

- 5.1 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. The latest iteration of the Board's work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

## **6. Recommendations**

- 6.1 Members are asked to consider the matters outlined in this report and agree (or amend) the overall work schedule (as presented at Appendix 1) as the basis for the Board's work for the remainder of 2020/21.
- 6.2 Members are also asked to formally approve the statement included as Appendix 2.

## **7. Background documents<sup>1</sup>**

- 7.1 None.

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<sup>1</sup> 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.



## Scrutiny Board (Environment, Housing and Communities) Work Schedule for 2020/2021 Municipal Year

June	July	August
<b>Meeting Agenda for 18 June 2020</b>	<b>Meeting Agenda for 9 July 2020</b>	<b>No Scrutiny Board meeting scheduled.</b>
<p>*REMOTE SESSION*</p> <p>Outcome of the consultation on the proposals for the land currently occupied by Temple Newsam Golf Course</p> <p>Safer Leeds (verbal update)</p>	<p>*REMOTE SESSION*</p> <p>Volunteer Hubs – learning lessons to ensure the future resilience of the 3<sup>rd</sup> sector</p> <p>Referral to Scrutiny: Nitrous Oxide (Cllr Robinson)</p>	
<b>Working Group Meetings</b>		
	Discussion re: parameters of River Cleanliness Inquiry	
<b>Additional Notes</b>		
	Request for detailed Nitrous Oxide Report	

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**Scrutiny Work Items Key:**

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



## Scrutiny Board (Environment, Housing and Communities) Work Schedule for 2020/2021 Municipal Year

September	October	November
<b>Meeting Agenda for 24 September 2020</b>	<b>Meeting Agenda for 15 October 2020</b>	<b>Meeting Agenda for 18 November 2020</b>
<p>Waste Management Services: update on the recommendations of the 2018 scrutiny inquiry [PM]</p> <p>LASBT Review: update following the introduction of changes to the service in early 2020. [PSR]</p> <p><i>Work programme to include: update on River Cleanliness inquiry &amp; Statement regarding volunteer hubs to be noted</i></p>	<p>Housing Activity Update [PM]</p> <p><b>Budget consultation – review of proposals</b></p> <p><i>*Nitrous Oxide report to inform discussion around work programming in response to referral*</i></p>	<p>Locality Working and Priority Neighbourhoods [PM]</p> <p>Voluntary Sector: reflections on lessons learned from the Covid 19 experience [following July 2020 discussion]</p>
<b>Working Group Meetings</b>		
<p>Budget – Early Consultation - <b>25 September 10am-12pm</b></p>	<p>River Cleanliness [HG Co-Ordinating]</p> <p>Fireworks partnership, parameters of proposed inquiry, following the 2020 referral to scrutiny</p>	<p>River Cleanliness [HG Co-Ordinating]</p>
<b>Additional Notes</b>		

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PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



## Scrutiny Board (Environment, Housing and Communities) Work Schedule for 2020/2021 Municipal Year

January	February	March
<b>Meeting Agenda for 14 January 2021</b>	<b>Meeting Agenda for 25 February 2021</b>	<b>Meeting Agenda 25 March 2021</b>
Reducing Poverty and improving Financial Inclusion – update report, including impact of Universal Credit. (PSR)  Financial Health Monitoring and Initial Budget Proposals [PDS]  Best Council Plan [PDS]	Standards in the Private Rented Sector – update report [PSR]  CEAC update on progress and activity  Parking Strategy and Management update [PM]	Fuel Poverty Update / Energy Efficiency in Council Housing Stock / Carbon reduction in the Private Rented Sector [PM]  <i>Clean Air Zone – post implementation review (PSR)</i>
<b>Working Group Meetings</b>		
		Universal Credit Update: Service user experience as per discussions in January 2020 <i>Current deferral in light of CV19 impact</i>
<b>Site Visits</b>		

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PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response

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Scrutiny Board (Environment, Housing and Communities) -  
Summary of the Board's Discussion July 2020  
**The Volunteer Response to the Covid-19  
Pandemic**

## Introduction

1. The urgency of the initial response to the Covid-19 pandemic quickly brought the City Council and its voluntary and faith partners together to meet rapidly emerging community needs.
2. As the city moves into what is hoped will be the first phase of recovery from the pandemic, members of the Environment, Housing and Communities Scrutiny Board agreed it would be timely to consider an early evaluation of the voluntary sector response during this extraordinary period.
3. The intention was to explore how our organisation and its partners might use the lessons learned from this experience to build resilience, agility and responsiveness in the sector.
4. Members wanted to better understand how partners can work together to meet ongoing and future community needs, as well as seeking assurances that the city is well positioned to respond effectively to any future outbreaks of Covid-19.

## Evidence and Information Considered

5. The Chief Officer for Communities presented a report to the Environment, Housing and Communities Scrutiny Board on 9 July 2020.
6. The report set out the work which Leeds City Council, Voluntary Action Leeds and other organisations undertook to respond to community need in the initial phase of the Covid-19 pandemic.
7. The full report can be found [on the committee's calendar page](#) which also includes a link to [the webcast of the meeting](#).

8. The following representatives were in attendance to participate in debate, share their experiences, and to respond to Members' questions and comments.

- **Cllr Debra Coupar**  
Executive Board Member
- **Cllr Helen Hayden**  
Scrutiny Chair, Adults, Health & Active Lifestyles
- **Shaid Mahmood**  
Chief Officer Communities
- **Martin Dean**  
Area Leader
- **Vic Clarke-Dunn**  
Programme Manager Service Transformation
- **James Woodhead**  
Head of Commissioning Integration
- **Rachael Loftus**  
Head of Regional Partnerships
- **Richard Jackson**  
Voluntary Action Leeds
- **Gary Blake**  
Voluntary Action Leeds
- **Debbie Fawthrop**  
Aireborough Voluntary Services to the Elderly (AVSED)
- **Ailsa Rhodes**  
Older People's Action in the Locality (OPAL)
- **Shanaz Gul**  
Hamara
- **Vicar Richard Dimery**  
Pudsey Parish
- **Bernie Gahan**  
Leeds Mencap

9. During its deliberations the Board acknowledged that discussions would be based upon initial reflections about an unprecedented period of challenge and change, and that the process of evaluation in cooperation with partners will continue to evolve.



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## **Deliberations and Conclusions**

7. Board members were unanimous in their desire to put on record their thanks to Leeds City Council officers and their voluntary and faith partners, for the enormous effort, energy and hard work during the first months of the pandemic.
8. Councillors also reflected upon the wider community and neighbourly activity across the city which complemented the formal operation of volunteer hubs.
9. Voluntary representatives present described the collective pandemic response as “the hardest thing we’ve ever done” but equally said it was “a privilege to have been part of.”

### Strong Existing Relationships

10. The strength of existing relationships between the Council and the voluntary sector was a recurring theme throughout the Board's discussions and it was agreed that this provided a solid foundation upon which to build the emergency pandemic response.
11. One participant explained “we were not just used by the Council, we were true partners.”

**The Board recognises the strength of existing partnerships as an asset for the city, which should be maintained and developed.**

### Introducing New Structures at Pace

12. With the coronavirus lockdown creating a distressing situation for many people, particularly with regard to food and medical provisions, the structures to co-ordinate the voluntary sector response were introduced very quickly.
13. The Council and its partners were faced with a number of logistical challenges during this process. For example, representatives from VAL outlined the challenge of identifying, with little notice, suitable organisations to lead local hubs to provide coverage across all 33 wards.
14. Other challenges included:
  - Faith organisations having difficulty accessing national financial support, creating severe financial pressure.
  - Participants described “vast amounts of information” coming from a range of sources in the first few weeks.
  - There was lack of awareness in some instances of the role of local organisations and the mechanisms for local referrals.
15. Irrespective of these challenges anecdotal and initial comparative evidence suggests Leeds was a national leader in terms of the speed at which it established voluntary arrangements to support the needs of the population.

### Local Leadership Meeting Local Need

16. The Board concluded that the experience of the pandemic reinforced the importance of place based leadership. Delivering bespoke solutions



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- through local partners better enabled support services to respond to the needs of individual communities.
17. This included being able to tailor food provision to meet varied cultural and dietary needs, as well as responding to family size. In Leeds local services ensured an effective response in this regard.
18. In contrast, the quality and targeted delivery of food within the national programme of food parcels was reported to be inconsistent. Significantly, the system unable to accommodate variations in dietary requirements even where medically required by shielding individuals. The evidence from the experience in Leeds suggests that in the event of a future outbreak central support would be more effectively delivered via locally established routes.
19. Representatives from the voluntary sector drew attention to the effectiveness of allowing their organisations to “do what they needed to do” to meet the needs of the communities they were best placed to understand. They welcomed the support for a “bottom up” approach to the response effort from the Council.
20. Voluntary organisations also acknowledged the speed at which funding was directed by the Council into the Covid-19 response. While not removing the extreme financial pressure the organisations found themselves under, having a commitment to a degree of support at the outset of lockdown gave them the confidence to deliver support services more rapidly.

21. Members were advised that service delivery through trusted local organisations – be they statutory or third sector – appeared to play an important role in ensuring support was accessed and accepted within communities.
22. The locally led approach resulted in stronger and wider relationships developing across the voluntary sector. This was a trend participants reported they would like to continue to develop.

**Local place based leadership resulted in better outcomes for communities and should be central to any future model of co-ordinated voluntary arrangements.**

**The CV19 response has resulted in voluntary networks evolving, strengthening and expanding. The Board regards this as a huge asset for the city.**

#### Scale of the Volunteer Response

23. The volume of volunteers engaging with the response effort was of national significance. Approximately 8,000 people signed up to express interest in volunteering in Leeds.
24. The Board noted the importance of maintaining levels of engagement in volunteering to support ongoing need.
25. The local engagement with volunteering reflected a level of community spirit that should be celebrated. However, the scale of the response also presented a



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challenges for organisations attempting to manage those expressions of interest.

26. Ensuring systems are in place to assist partners in responding to large scale volunteer engagement would be, in the view of the Board, a significant tool to reduce pressure on organisations in the case of a future outbreak.

**Options should be explored to assist with the management of large scale volunteer engagement to relieve pressure on organisations in the event of a future outbreak.**

**Local volunteers should be retained and developed.**

Understanding Activity within the Structure

27. While much of the discussion focused on Tier 2 community care volunteers, the meeting did consider Tier 1 and Tier 3 activity. For example, the Board explored the way in which the Council's Business Support centre had facilitated the confirmation of the DBS status of 485 volunteers in order to enable them to undertake tasks such as transporting people to urgent medical appointments, enter people's homes or collect pensions or prescriptions.
28. Members were advised that the Council played an important role in co-ordinating infrastructure to support various initiatives such as producing identification badges for volunteers.
29. Members discussed the proportion of volunteers that had been supplied to other organisations and had assisted in

programmes such as the Age UK Hospital to Home scheme, Forward Leeds and the Leeds & York Partnership Foundation Trust.

30. The Board explored the neighbourliness cited as central to the successful provision of informal volunteering throughout the city, and noted the guidance and support provided to those engaging in this activity through channels such as social media blogs.
31. Particular attention was given to the local response to food provision. The local structures set up were highlighted as an example of real achievement, given the partnership work involved and the way in which volunteers and re-deployed council officers came together to make the system work effectively.

Transitioning from Emergency Support

32. A key concern for the Board was the transition period for many organisations from the levels of support being provided at the peak of the response, often outside an organisation's traditional area of expertise, to a situation where at least some of those organisations can move back to focusing on core activity.
33. However, it was acknowledged that there remain high levels of demand for ongoing support. The pandemic response has also revealed additional, often complex, support needs amongst individuals who were not previously accessing services. Such cases often involve mental health referrals.



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34. Voluntary organisations anticipate further referrals in the autumn as financial support schemes such as the furlough programme and mortgage holidays cease, and the effects on the economy are not clearly known. One voluntary representative said their organisation anticipated higher levels of demand for two years, with particular advice likely to be required around employment.

35. Autumn will also see many volunteers returning to work and increasing numbers of re-deployed Council staff returning to their substantive posts, thereby reducing capacity in the system to meet demand.

36. There is therefore a balance to be found which enables the city to sustainably meet the needs of its most vulnerable citizens whilst also supporting voluntary organisations to focus on their

core activity.

37. In considering the need for long-term sustainable funding it was noted that the Council is also awaiting clarity over future Government funding. However if full Government funding is not available the Board recommended that the Council should assess where the additional funding could come from to maintain this valuable and possibly essential service to our residents.

#### Shopping Services

38. Shopping services were a central function for many voluntary organisations involved in the pandemic response.

39. A number of representatives identified national challenges with arrangements for priority online shopping deliveries. For example, national advice to use online shopping where possible combined with a confusing process for registration for priority status led to a large proportion of people not being able to access online delivery slots. In Leeds only 40% of those advised to register have done so. As a result many people who could otherwise have been self-sufficient in terms of food provision found themselves reliant on alternative, locally provided services.

40. The Board welcomed the fact that regular feedback has been provided to Government about these concerns.

41. Another issue raised was an inconsistency with pre-paid vouchers. Some organisations reported no problems. However, another described

**Voluntary partners must continue to be supported by the council as they transition from a position of emergency response to a sustainable model of service delivery.**

**Complex needs, especially around mental health have been revealed through the Covid-19 response effort and should be reflected in plans for future locality based support.**

**The Council needs to develop a policy to determine how they might fund these voluntary arrangements in the current financial situation where they may need to prioritise certain expenditures over others.**

**The success of the current voluntary arrangement is dependent on funding being devolved from the Council and the importance of ensuring the funding is made available is essential.**



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adopting the relatively high risk strategy of paying for shopping and then seeking reimbursement from service users due to ongoing problems.

**The Board supports ongoing dialogue with Central Government to ensure that if access to online shopping for certain groups of residents is to be maintained in any future spike, then this is prioritised.**

**It might be worthwhile the Council engaging with local supermarkets directly to ensure they understand the flexibilities that may be necessary to meet any future pandemic. They can in turn ensure that their Head Offices are aware of the flexibilities that each store needs to have based on current demand and need that became apparent throughout the pandemic.**

#### Emotional Impact for Workers

42. The Board appreciated the frank accounts of those present in recounting the personal experience of the pandemic response. This was a sustained period of pressure, often involving very long hours, dealing with vulnerable people with some very complex needs. In addition the areas of highest demand were communities where lockdown compounded challenging issues associated with persistent long-term deprivation and inequality.

43. "No-one could have work harder or tried harder" said one representative. Another described their impact on staff of seeing service users with whom they had

worked closely pre- pandemic falling ill and in a number of instances dying.

44. Members highlighted the wellbeing of those involved in the sector as a priority and suggested that securing the right transition arrangements in the recovery period would be an important part of helping to support staff and volunteers to adopt increasingly sustainable working arrangements going forward.

**The health and wellbeing of those working in the voluntary sector must be a priority for the Council and its partners as they work to establish a more sustainable model of co-ordinated voluntary arrangements in Leeds.**

#### Working with Central Government

45. Board members expressed concern about the levels of engagement with central government and the risk of 'unintended consequences' where discussion had not taken place with local leaders before the issuing of national advice.

46. While it was noted that voluntary sector representatives had been able to exert some influence in relation to a number of policy announcements, organisations described "working around central systems not with them" in order to coordinate activity locally.

47. In preparing for future outbreaks the Board recommended reiterating the importance of effective dialogue with Government to share 'lessons learned' with a view to jointly improving outcomes in the event of another lockdown.



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**Dialogue with central government should emphasise the importance of facilitating locally delivered solutions to meet community needs wherever possible.**

**The Board would like to re-visit this topic in November 2020.**

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## REMOTE MEETING OF EXECUTIVE BOARD

MONDAY, 20TH JULY, 2020

**PRESENT:** Councillor J Blake in the Chair  
**(REMOTELY)**  
Councillors A Carter, D Coupar, S Golton,  
J Lewis, L Mulherin, J Pryor, M Rafique and  
F Venner

**APOLOGIES:** Councillor R Charlwood

### 15 Chair's Opening Remarks

The Chair welcomed everyone to the remote meeting of the Executive Board, which was being held as a result of the ongoing social distancing measures established in response to the Coronavirus pandemic.

On behalf of the Board, the Chair congratulated Leeds United Football Club for their recently confirmed promotion to the Premier League, as champions of the Championship, which she highlighted was a great achievement for both the club and also for the city, with Members emphasising the boost that the promotion would bring for Leeds as a whole.

### 16 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 from publication 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) That Appendix 1 to the report entitled, 'District Heating Phase 3E: Extension to the Southbank', referred to in Minute No. 24 be designated as being exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The appendix contains detailed pricing information underpinning the Council's heat sales business case which if disclosed, could damage the commercial interests of the Council. Disclosure of this information would seriously harm the Council's negotiating position when discussing heat sales with potential customers. Therefore it is considered that the public interest in maintaining the content of the appendix 1 as exempt from publication outweighs the public interest in disclosing the information.

## 17 **Late Items**

### Agenda Item 7 (Update on Coronavirus (COVID-19) Pandemic – Response and Recovery Plan)

With the agreement of the Chair, a late item of business was admitted to the agenda entitled, 'Update on Coronavirus (COVID-19) Pandemic – Response and Recovery Plan'.

Given the scale and significance of this issue, it was deemed appropriate that a further update report be submitted to this remote meeting of the Board. However, due to the fast paced nature of developments on this issue, and in order to ensure that Board Members received the most up to date information as possible the report was not included within the agenda as originally published on 10th July 2020. (Minute No. 21 refers)

## 18 **Declaration of Disclosable Pecuniary Interests**

There were no Disclosable Pecuniary Interests declared at the meeting.

## 19 **Minutes**

**RESOLVED** – That the minutes of the previous meeting held on 24<sup>th</sup> June 2020 be approved as a correct record.

## COMMUNITIES

## 20 **The Managed Approach Independent Review**

The Director of Communities and Environment submitted a report providing the findings and recommendations from the Independent Review (IR) of the Managed Approach to on-street sex working in Leeds, which had been undertaken by the University of Huddersfield following an associated procurement exercise. The Independent Review document was appended to the submitted report for Members' consideration.

The Chief Officer, Safer Leeds provided Members with an overview of the Managed Approach together with details of the procurement exercise from which the University of Huddersfield was identified as the organisation to undertake the IR.

Following this, Professor Jason Roach of the University of Huddersfield presented to the Board the key findings and recommendations arising from the IR for the Council and other partner agencies to consider, and also provided details of the methodology used to conduct the review, including the methods used to engage a range of stakeholders and to source relevant information and data.

Responding to Members' comments and questions, the Board received further information regarding:-

- The 'Listening Well' community events, with it being noted that the IR team had attended a number of those events and these had therefore contributed to the IR, however, it was noted that the overall outcomes from those sessions were still awaited;

- Members received further detail regarding the approach used to manage on-street sex working together with related issues in other areas/cities;
- The communications strategy in relation to the Managed Approach and also with regard to the wider promotion of Holbeck as an area and its communities;
- The size and spread of the cohort engaged as part of the Independent Review, the actions which had been taken to try and widen involvement from that cohort and the challenges which had been encountered;
- The role of the Safer Leeds Executive partnership in considering any changes to the Managed Approach, with it being noted that any actions would require involvement by a number of partners/agencies. Also, it was noted that Executive Board would be kept informed and consulted on any key changes proposed in responding to the recommendations of the IR;
- The extensive work being undertaken to address the issues associated with on-street sex working, to support those involved in it and also to liaise and work with members of the local community on such matters.

With regard to a specific enquiry regarding the communication process with the local community, the Board was advised that there was nothing to suggest that local residents had been advised that certain services, with specific reference to litter patrols and additional policing, would be withdrawn, should the Managed Approach be stopped.

In conclusion, the Chair thanked Professor Roach for his attendance at the meeting, and also for the comprehensive work that he and his team at the University of Huddersfield had undertaken when carrying out the Independent Review.

**RESOLVED –**

- (a) That the Managed Approach Independent Review, as appended to the submitted report, be received, and that its key findings and recommendations, be noted;
- (b) That it be noted that the Director of Communities and Environment, and where appropriate partner representatives, will be responsible for considering the recommendations and implementing any changes proposed, reporting such matters to the Safer Leeds Executive Partnership;
- (c) That Members of the Executive Board be kept informed and updated on any key changes proposed arising from the independent review.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within this minute)

## **INCLUSIVE GROWTH AND CULTURE**

### **21 Update on Coronavirus (COVID-19) Pandemic - Response and Recovery Plan**

Further to Minute No. 14, 24th June 2020, the Chief Executive submitted a report which provided an update on the continued Coronavirus (COVID-19) work being undertaken across the city including the emerging recovery approach, outbreak management, together with information regarding the management of current issues and risks. The report also highlighted how the city's multi-agency command and control arrangements continued to be used alongside the Response and Recovery plan which aimed to mitigate the effects of the outbreak for those in the city, especially the most vulnerable, and to help prepare for the longer term planning of stages of recovery, including local outbreak planning.

With the agreement of the Chair, the submitted report had been circulated to Board Members as a late item of business prior to the meeting for the reasons as set out in section 9.1 of the submitted report, and as detailed in Minute No. 17.

By way of introduction to the report, the Chair highlighted the comprehensive discussion which had taken place at the recent full Council meeting, emphasised the need for all to remain vigilant, noted the recent launch of the COVID-19 Outbreak Control Plan, highlighted key aspects of the next stage of the recovery process and emphasised the key importance of clear messaging which reminded communities to stay safe and abide by measures that remained in place. In addition, the Chair paid tribute to the work that the Chief Executive had undertaken in this area, specifically, the role which he had played at a national level, including championing the role of Local Government during the pandemic.

The Chief Executive then provided an update which covered a number of areas including:-

- the significance of the new plans established with local partners to reduce the transmission of COVID-19 and prevent and manage outbreaks;
- the progress made in respect of the sharing and receipt of relevant data, and the progress being made regarding the test and trace system;
- the importance of the national system having a very strong local and regional foundation in order for it to maximise its effectiveness;
- key factors for consideration in terms of the next phase of the recovery process;
- the need for the financial position of the Council and the sector as a whole to be stabilised in order to enable the Local Authority to continue to play its key role both in the recovery from the pandemic and in serving the community generally.

The Director for Public Health reiterated the importance of remaining vigilant and working with neighbouring authorities to continue to undertake

preventative work and to manage infection rates. An update regarding the latest statistics in terms of Leeds' 7 day infection rates was also provided to the Board.

In response, Members then discussed the detail within the submitted report, which included the following:-

- Members highlighted the speed at which outbreaks or suspected outbreaks had been managed in Leeds, and emphasised the need for such an approach to continue;
- The continued importance of ensuring that the cross-party approach towards lobbying the Government for the resource it required was emphasised;
- The key importance of maintaining a consistent and clear communications strategy aimed at the promotion of communities abiding by the regulations which remained in place;
- The recent introduction of the increased powers at a local level to help prevent the transmission of the virus, the delivery of that role by the Local Authority and partner organisations and how that fed into the national programme.

In conclusion, the Chair highlighted the crucial need of ensuring that the Local Authority and partners were sufficiently resourced in order to be able to deliver the services which they were required to, highlighting the risks raised by the current financial position faced throughout the sector.

#### **RESOLVED –**

- (a) That the updated context, progress made and issues, as the Council and partner organisations move through phases of dealing with the COVID-19 pandemic, as detailed within the submitted report, be noted;
- (b) That the launch of the Leeds COVID-19 Local Outbreak Control Plan, aimed at ensuring effective local arrangements for outbreak management and which is linked to the national testing and tracing approach, be noted;
- (c) That the emerging issues for consideration during the next phase of recovery, be noted;
- (d) That the need for vigilance across the city as we move into the next phase, with an emphasis upon 'stay safe' messaging, be recognised;
- (e) That in respect to the financial implications for the Council arising from the Coronavirus pandemic, the contents of the submitted report be used as context when the Board considers the more detailed financial health monitoring report, as detailed at Minute No. 22.

## **RESOURCES**

### **22 Financial Health Monitoring 2020/21 – Month 2**

The Chief Officer (Financial Services) submitted a report providing the projected financial health position of the Authority for 2020/21, as at month 2 of the financial year.

In presenting the report the Executive Member for Resources highlighted the need for the Local Authority's financial position to be stabilised in order to enable the Council to continue to effectively respond to the focus being placed upon the more localised control and management of COVID-19 outbreaks, to enable public services to be restored as appropriate, whilst also enabling the Council to play its role in helping the local economy and infrastructure to recover from the effects of the pandemic.

In addition, the Board received an update and was advised that the revised funding gap for 2020/21 now currently stood at £63.9m, with it being noted that the submitted report detailed the actions being taken by the Council to manage this position as much as it could.

The Chief Executive then provided the Board with an update regarding the discussions which continued with Government on such matters, which would enable the Council to be in a position to formally approach the Government to request further supportive measures after the summer, should a funding gap still remain.

Responding to the introductory comments made, Members reiterated the need for the cross-party approach towards such matters to continue, and in response to a Member's request, it was undertaken that Group Leaders would continue to be kept informed of the financial position, as appropriate.

In conclusion, it was noted that partner organisations across Leeds had shown their support for the Council and the need for it to be appropriately resourced to ensure it continued to play its key role in serving communities and the city, whilst the Board also noted that the figures within the report remained subject to fluctuation from month to month, given the nature of the current position.

### **RESOLVED –**

- (a) That the projected financial position of the Authority, as at month 2 of the financial year, as detailed within the submitted report, be noted, with the projected impact of COVID-19 on that position also being noted;
- (b) That it be noted that a further package of financial support for Local Government has been announced, with it also being noted that funding allocations are yet to be confirmed;

- (c) That it be noted that although this additional funding is welcome, the remaining gap will still require significant savings and further support from Central Government.

### **23 Capital Programme 2020/21 - 2024/25: Quarter 1 Update**

The Chief Officer (Financial Services) submitted a report providing an update on the Council's Capital Programme for 2020/21 as at Quarter 1 and which included an update of Capital resources and progress on spend. In addition, the report also outlined the review of the Capital Programme being undertaken as a result of the need to address the financial impact of Covid-19.

Responding to a Member's enquiry, the Board was provided with an update on the recent announcement regarding the further provision of £22.3m of funding for the for the next phase of the Leeds Flood Alleviation Scheme on the River Aire (including £1.3m for the Natural Flood Management element of the scheme), which, it was highlighted, was subject to final business case approval.

Members provided their support for the approach being taken to restrict further capital spending whilst the programme was reviewed, which was subject to the exceptions as outlined by the Executive Member for Resources and as detailed within the report.

Responding to an enquiry regarding the actions being taken to progress the delivery of capital receipts and the disposal of surplus assets, it was undertaken that the Member in question would be provided with a briefing on such matters.

#### **RESOLVED –**

- (a) That the following injections into the Capital Programme be approved:-
- £65,166.3k of 2021/22 Basic Need Grant allocation within the Learning Places Programme as set out in Appendix B of the submitted report;
  - £3,822.0k of Presumption Free School Grant for East Leeds Free School as set out in Appendix B of the submitted report;
  - £1,672.2k for Kirkstall Road Corridor as set out in Appendix B of the submitted report, funded by European Social Fund (ESIF) grant part of Leeds Flood Alleviation Stage 2;
  - £1,534.2k for Adaptations Programme as set out in Appendix B of the submitted report, funded by Disabled facilities grant;
  - £1,321.7k of other injections, primarily relating to grants for Flood Alleviation, WYCA (West Yorkshire Combined Authority) grants, various prudential borrowing schemes and some section 106, as set out in Appendix B of the submitted report;
- (b) That it be noted that the above resolutions to inject funding of £73,516.4k will be implemented by the Chief Officer (Financial Services);

- (c) That the latest position on the General Fund and Housing Revenue Account Capital Programme, as at quarter 1 2020/21, be noted;
- (d) That the review of the Capital Programme for 2020/21 and future years which is being undertaken due to the current financial position of the Council, be noted.

## **CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT**

### **24 District Heating Phase 3E Extension to the Southbank**

Further to Minute No. 201, 17<sup>th</sup> April 2019, the Director of Resources and Housing submitted a report which provided an update on the progress of the District Heating project and which sought approval to construct Phase 3E of the network, subject to securing funding from the Heat Networks Investment Project (HNIP) and also subject to other conditions, as detailed within the report being met.

Responding to a Member's enquiries, assurances were provided that a final decision to invest in the network would only be taken once a suitable commercial agreement with Vastint had been reached, with an undertaking to first liaise with the Executive Member and Opposition Executive Members to ensure that sufficient guarantees were in place before formally progressing.

Members were also advised that the report had been submitted to this meeting to enable the Board's agreement on the proposal to be sought, subject to the conditions detailed within the submitted report, so that the HNIP funding could be drawn down, which added to the commercial viability of the scheme.

Following consideration of Appendix 1 to the submitted report designated as being 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 public part of the meeting, it was

### **RESOLVED –**

- (a) That the contents of the submitted report and its appendices, be noted;
- (b) That subject to HNIP funding being secured together with commercial agreement with Vastint, approval be given for the additional injection of £6.215m in order to deliver Phase 3E of the District Heating Network;
- (c) That authority to spend for the construction of Phase 3E of the District Heating Network extension of £6.215m, funded through £2.438m HNIP grant and supported by £3.777m of prudential borrowing, be approved; and as this is subject to the approval of the HNIP grant from the Department for Business, Energy and Industrial Strategy (BEIS), the necessary authority be delegated to the Director of Resources and Housing to enable the Director to negotiate an alternative package;

- (d) That the necessary authority be delegated to the Director of Resources and Housing to enable the Director to take the final decision to invest in the network, once a suitable commercial agreement with Vastint has been reached;
- (e) That agreement be given to award contracts to Vital Energi Utilities Limited and Ove Arup and Partners Ltd., as set out in sections 4.4.10 - 4.4.13 of the submitted report;
- (f) That agreement be given to: passport the full grant award to the Leeds District Heating PipeCo Limited SPV once received, with no mark up or deductions, loan the SPV £3.692m at the minimum state aid compliant rate and require the SPV to meet the terms of the HNIP grant agreement;
- (g) That support be given to the connection of the Discovery Centre to the District Heating Network at a cost of £85k.

## **25 Transport Hub Improvements and Public Transport Access Schemes**

The Director of City Development submitted a report which sought approval for the design and delivery of a package of seven schemes to provide new or upgrade existing facilities, to improve the waiting environment and travel information as well as improving walking and cycling links between public transport hubs and local communities. The report noted how the schemes were part of the Transport Hubs and Connecting Communities package within the Connecting Leeds public transport programme work stream, which was being developed by the West Yorkshire Combined Authority in collaboration with the Council.

Responding to a Member's enquiry, it was confirmed that with regard to the proposal affecting the Pudsey Ward, moving forward, Ward Councillors would be kept fully briefed on such matters.

Also in response to a Member's enquiry regarding the evaluation of the cost levels for those schemes affecting public transport post-COVID-19, it was noted that such matters continued to be subject to change, but that they were being monitored and that liaison with the Combined Authority and contractors would continue, as appropriate.

With regard to the proposed scheme for Rothwell Ward, Members discussed and received further detail on the consultation which had taken place with the local community and Ward Members on such matters, and the benefits that the proposal would bring to existing facilities.

### **RESOLVED –**

- (a) That the package of seven schemes, as outlined in Section 3 of the submitted report and shown in appended Drawing Nos. TM/00/321/01 to 05, 06 to 06b and 07 to 07d, which would provide new or upgrade existing public transport facilities, to improve the waiting environment

and travel information as well as improving walking and cycling links between public transport hubs and local communities, be approved;

- (b) That authority to incur expenditure of £7.36 million, comprising of £5.81 million works costs, £1.21 million staff fees and £340,000 statutory undertakers diversionary costs, be approved, to design and construct the proposed seven projects, as outlined in Section 3 of the submitted report, all to be fully funded from Department for Transport grant administered by the West Yorkshire Combined Authority as part of the Connecting Leeds public transport programme;
- (c) That it be noted that the Chief Officer (Highways and Transportation) is to receive reports concerning all Traffic Regulation Orders as required, necessary for and related to the purposes of the schemes and to ensure progression of the same;
- (d) That it be noted that the construction of the scheme is programmed to commence in the Summer of 2020 for completion by Summer 2021;
- (e) That it be noted that the Chief Officer (Highways and Transportation) will be responsible for the implementation of such matters.

## **LEARNING, SKILLS AND EMPLOYMENT**

### **26 Local Government and Social Care Ombudsman report on the provision of suitable education for a child absent from school due to anxiety**

Further to Minute No. 71, 18<sup>th</sup> September 2019, the Director of Children and Families submitted a report providing an update and also providing assurance that the Council had taken effective action in response to the Ombudsman recommendations of the case detailed within the submitted report, and that both the Scrutiny Board (Children and Families) and the Ombudsman were satisfied with the actions which had been taken.

Responding to a Member's enquiry, it was undertaken that the Scrutiny Board (Children and Families) would be provided with progress reports in respect of the associated action plan, as appropriate.

#### **RESOLVED –**

- (a) That the Ombudsman's letter, as presented in appendix 2 to the submitted report, which states that the Ombudsman welcomes the actions taken by the Council following the report and to formally confirm that they are satisfied with the Council's response in accordance with section 31(2) of the Local Government Act 1974, be noted;
- (b) That it be noted that the Scrutiny Board (Children and Families) welcome the actions which have been taken in response to the Ombudsman's report;

- (c) That the importance of the ongoing governance review work, aimed at achieving greater consistency amongst Clusters, be acknowledged;
- (d) That it be noted that the responsible officer for such matters is the Head of Learning Inclusion.

**27 The Annual Standards Report 2018-19**

The Director of Children and Families submitted a report which presented the outcomes in respect of the annual educational attainment standards for the 2018/19 academic year and which provided details on the progress made in comparison with the outcomes from the equivalent 2017-18 annual report. In addition, the report outlined where Leeds was in relation to the ambition to support children, including those living in poverty and with disadvantage, as set out within the Council's 3As Strategy.

Members welcomed the recent Government guidance published which related to addressing the issue of 'off-rolling'.

Responding to a Member's enquiry, in addition to officers undertaking to provide further detail in writing to the Member in question, the Board received an update on the actions being taken to increase the comparatively low uptake rates in Leeds for those who were eligible for 2 year old provision.

With regard to a Member's enquiries on the Council's performance in relation to Early Years services, the issues being faced by Early Years providers in both the public and the private sector including the impact of the Coronavirus pandemic and the financial position across the sector, the Board received information on the actions being taken by the Council on such matters.

**RESOLVED –**

- (a) That the submitted report, which presents details of the outcomes of children and young people in Leeds in the 2018-19 academic year, be noted;
- (b) That it be noted that this report will be used to measure the progress of outcomes against previous years and to set future targets in line with the obsessions and priorities, as identified within the Council's 3As Strategy;
- (c) That it be noted that the Deputy Director for Children and Families (Learning) is the officer responsible for the delivery of the Annual Standards Report;
- (d) That it be noted that due to the current Covid-19 pandemic situation, data in this format will not be available for all Key Stages in the 2019-20 academic year.

**DATE OF PUBLICATION:**

WEDNESDAY, 22ND JULY 2020

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:**

5.00 P.M. ON WEDNESDAY, 29TH JULY  
2020

## EXECUTIVE BOARD

TUESDAY, 1ST SEPTEMBER, 2020

**PRESENT:** Councillor J Blake in the Chair

Councillors R Charlwood, D Coupar,  
S Golton, J Lewis, L Mulherin, J Pryor,  
M Rafique and F Venner

**SUBSTITUTE MEMBER:** Councillor A Lamb

**APOLOGIES:** Councillor A Carter

**28 Exempt Information - Possible Exclusion of the Press and Public**  
There was no information designated as being exempt from publication considered at the meeting.

**29 Late Items**  
There were no late items of business considered at the meeting.

**30 Declaration of Disclosable Pecuniary Interests**  
There were no Disclosable Pecuniary Interests declared at the meeting.

### **INCLUSIVE GROWTH AND CULTURE**

**31 Devolution Deal for West Yorkshire - Consultation Outcomes**  
Further to Minute No. 169, 19<sup>th</sup> May 2020, the Chief Executive submitted a report which provided an update on the latest stage of the process to implement the West Yorkshire Devolution Deal as agreed between the region and Government in March 2020. The report also detailed the outcome of the public consultation exercise which had been held between June and July 2020 and outlined the next steps in the implementation process. Finally, the report also invited the Board to consider the outcome of the consultation process and approve progression to the next phase, including the submission of a summary of consultation responses to the Secretary of State.

Following the comprehensive discussion of this matter at a meeting of full Council held earlier in the day, which included agreement of the recommendations put before Council and the incorporation of an amendment in the name of Councillor A Carter, in considering the submitted report, the Board briefly discussed several issues, including the need to ensure that the tangible benefits arising from devolution for communities across West Yorkshire were maximised and that public awareness of it was increased. It was also acknowledged that West Yorkshire's devolution journey was in its infancy and that there was a lot more work to be done in order to establish and embed devolved arrangements in the region. Members also briefly discussed the Mayoral Combined Authority model.

Draft minutes to be approved at the meeting  
to be held on Thursday, 24th September, 2020

## **RESOLVED –**

- (a) That the content of the submitted report, along with the Summary of Consultation Responses, as attached at Appendix 1, be noted;
- (b) That in considering the submitted report, the resolutions and representations made by full Council at its meeting prior to Executive Board, which included Council's agreement to the incorporation of an amendment, as submitted in the name of Councillor A Carter, be noted;
- (c) That the joint statement from Leeds Scrutiny Board Chairs, as detailed at Appendix 3 to the submitted report, together with the summary of Leeds-led engagement in sections 3.29 and 3.45 of the submitted report, be noted;
- (d) That agreement be given to submit the Summary of Consultation Responses, as set out in Appendix 1 to the submitted report, to the Secretary of State by 11th September 2020, and that approval also be provided to jointly delegate authority to the Managing Director of the Combined Authority, in consultation with the Leader and Chief Executive of each constituent Council and the Chair of the Combined Authority, to finalise and submit documents, subject to any technical issues which may arise;
- (e) That the updated timetable, as set out in Appendix 2 to the submitted report, together with the next steps, be noted, which are subject to consent being given by constituent Councils and the Combined Authority to the draft Order in November 2020, so that a Mayoral Combined Authority model and associated changes may be adopted and implemented by May 2020, as set out in the Deal;
- (f) That in response to the resolutions and formal amendment as agreed by full Council earlier in the day, agreement be given to also make additional representations on strategic planning powers to the Secretary of State for Housing, Communities and Local Government and reach an agreement that provides firmer guarantees that each of the constituent authorities would have a veto over being part of any Mayoral spatial strategy;
- (g) That the Corporate Governance and Audit Committee be invited to consider the proposed governance arrangements, as set out at paragraph 3.55 of the submitted report, regarding the Council's reporting arrangements on devolution;
- (h) That approval be given for all decisions taken by Executive Board from this report, and as resolved above, be exempted from the Call In process on the grounds of urgency, for the reasons as set out in paragraph 4.5.3 of the submitted report.

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from the Call In process by the

decision taker if it is considered that the matter is urgent and any delay would seriously prejudice the Council's, or the public's interests. In line with this, the resolutions contained within this minute were exempted from the Call In process, as per resolution (h) above, and for the reasons as detailed within sections 4.5.3 of the submitted report)

**DATE OF PUBLICATION:** THURSDAY, 3<sup>RD</sup> SEPTEMBER 2020

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** NOT APPLICABLE

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