



SCRUTINY BOARD (NEIGHBOURHOODS AND HOUSING)

Meeting to be held in Civic Hall, Leeds on
Wednesday, 7th June, 2006 at 10:00 am

A pre-meeting will take place for ALL Members of the Board
in a Committee Room at 9:30 am

MEMBERSHIP

Councillors

J Akhtar	-	Gipton and Harehills
S Armitage	-	Crossgates and Whinmoor
D Atkinson	-	Bramley and Stanningley
D Schofield	-	Temple Newsam
P Ewens	-	Hyde Park and Woodhouse
R Finnigan	-	Morley North
A Gabriel	-	Beeston and Holbeck
G Hyde	-	Killingbeck and Seacroft
M Phillips	-	Garforth and Swillington
R Pryke (Chair)	-	Burmantofts and Richmond Hill
M Rafique	-	Chapel Allerton

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

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Rules (in the event of an Appeal the press and public will be excluded)</p>	
2			<p>EXCLUSION OF THE PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public.</p>	
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstance shall be specified in the minutes).</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 13 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p>	
6	All Wards		<p>PRESENTATION FROM THE DIRECTOR OF NEIGHBOURHOODS AND HOUSING</p> <p>To receive a presentation from the Director of Neighbourhoods and Housing outlining current and future issues facing the department in preparation for setting the initial work programme for the Board for 2006/07.</p> <p>(Report attached.)</p>	1 - 2

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7	All Wards		<p>WORK PROGRAMME</p> <p>To receive the report of the Head of Scrutiny and Member Development proposing guidelines for the development of a Work Programme for the Board.</p> <p>(Report attached.)</p>	3 - 22

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Neighbourhoods and Housing)

Date: 7th June 2006

Subject: Presentation from the Director of Neighbourhoods and Housing

Electoral Wards Affected:

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1.0 INTRODUCTION

- 1.1 As part of the work programme setting process, the Chair has invited the Director of Neighbourhoods and Housing to attend the first meeting of the Board in order to discuss current and future issues facing the department.
- 1.2 Members may also wish to raise issues with the Director in preparation for setting the initial work programme. An invitation has also been extended to the Executive Board Member responsible for Neighbourhoods and Housing.

2.0 RECOMMENDATION

- 2.1 Members are requested to note the discussion and consider the work programme for the coming year in the light of the issues raised.

Report of the Head of Scrutiny Support and Member Development

Scrutiny Board (Neighbourhoods and Housing)

Date: 7th June 2006

Subject: Work Programme

Electoral Wards Affected:

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1.0 INTRODUCTION

- 1.1 This report proposes guidelines for the development of a work programme for this Scrutiny Board.
- 1.2 Members will be aware that Scrutiny Boards are now aligned to Executive Member portfolios. For this Board, the remit covers the responsibilities within the Executive Board Member portfolio for Neighbourhoods and Housing. These areas of responsibility are identified in **appendix 1**.
- 1.3 Whilst the remit of the Board is now aligned to Executive Board Member responsibilities, Members will be aware that the Comprehensive Performance Assessment for the Council has highlighted the need to focus on the corporate priorities outlined in the Corporate Plan. Members may wish therefore to focus the work programme on those issues related to the following priorities:

Priorities within the Corporate Plan relevant to Neighbourhoods and Housing

Narrow the gap between the most disadvantaged people and the rest of the city

Reduce crime and fear of crime

Develop strong and positive relationships between people from different backgrounds

Create a sense of belonging for all communities and encourage active involvement in community life.

Make sure our community facilities meet the needs of local communities now and in the future.

A list of the activities and measures of success relating to these priorities, as outlined in the Corporate Plan is at **appendix 2**.

2.0 WORK PROGRAMME

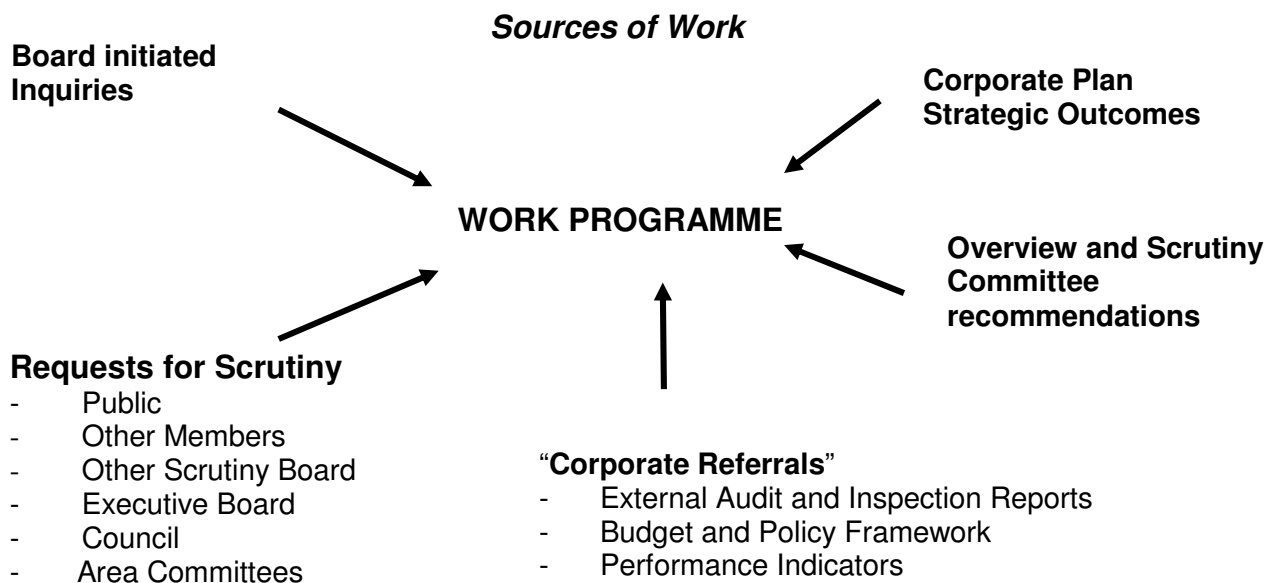
2.1 Scrutiny Boards perform a number of roles. These include:

- holding the Executive to account including the review of executive decisions;
- review and development of policy;
- performance monitoring and review in relation to the objectives set out in the Corporate Plan 2005/08 and Council Plan;
- undertaking tasks as determined within the Council's Constitution;
- evaluating and monitoring initiatives and pilot work.¹

2.2 The development of a manageable work programme enables Members to undertake:

- Effective planning of the Board's time and workload;
- The identification of priorities for inquiry, based on the Corporate Plan 2005/08 priorities;
- The allocation of financial and human resources to support the Board;
- Planning of evidence from Councillors, Officers and potential external witnesses allowing the provision of written submissions in advance where required;
- Informing the public in advance of the Board's proposed activities, thereby enhancing their ability to participate.

2.3 Scrutiny Board work comes from a number of different sources:



2.4 These different elements will require forward planning and the Board will need to consider giving priority to the Corporate Plan 2005/08 strategic outcomes. The Board will also need to create a manageable workload. Over the last few years of Scrutiny Board work, experience has shown that the process is more effective if the Board seeks to minimise the number of substantial inquiries running at one time. It is advised that the Board considers the benefits of single item agendas (excluding miscellaneous information and minutes) in order to focus on all the relevant evidence and complete the inquiry in a shorter period of time. There are various mechanisms available to assist

¹ Leeds City Council Comprehensive Performance Assessment Report – Audit Commission December 2002 e.g. Headingley Streetscene Pilot was evaluated by City Services in 2003/4

the Board in concluding inquiries quickly whilst the issues are pertinent, such as working groups and site visits.

- 2.5 Previous experience has shown that the majority of work is initiated by the Board itself and given that there will be a number of competing demands, this work needs to be carefully selected in order to reflect the priorities associated with the relevant strategic outcome within the Corporate Plan 2005/08 and Council Plan to ensure the Council is achieving those stated aims.
- 2.6 At the end of the last municipal year, a number of Boards suggested 'carry over' items for consideration by the relevant Board this year. These are included on the work programme at **appendix 3** under 'unscheduled items'. The Board may agree to plan these into the year's work, or may agree to prioritise other areas.

Overview and Scrutiny Committee

- 2.6 The Board should also be aware that the Overview and Scrutiny Committee has the power to undertake inquiries into matters which fall within the remit of more than one Scrutiny Board.
- 2.7 The Overview and Scrutiny Committee will from time to time also recommend Inquiry subjects to relevant Boards, which should be taken into account when the Board discusses its work programming.

Work programming

- 2.8 Following discussions with the Director, and/or the Executive Member at the first meeting of the municipal year, it is proposed that Board Members make suggestions for:
- (a) Inquiries (taking into account the corporate priorities in the Corporate Plan and the latest available Corporate Priority Board minutes at **appendix 4**.)
 - (b) Inquiries into emerging policy issues, reviewing existing policies, reviewing performance of significant parts of the service or issues of high public interest
 - (c) Reviews of proposed executive decisions using sources such as the Forward Plan of Key Decisions (attached at **appendix 5**).
- 2.9 It is suggested that the Board agrees an outline work programme that prioritises the issues to be investigated. The work programme would need, in accordance with the protocols, to fairly reflect minority party concerns.

3.0 RECOMMENDATION

- 3.1 Members are requested to agree the details of the Board's work program.

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SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<p>Overview and Scrutiny</p>	<p>Central and Corporate Cllr Mark Harris Liberal Democrat Group</p> <p>Customer Services Cllr David Blackburn Green Group</p>	<p>Chief Executive, Director of Corporate Services and Director of Learning and Leisure (functions relating to Jobs and Skills only¹)</p>	<ul style="list-style-type: none"> • Equality and diversity, communications, performance, customer services, procurement, risk management and international relations activities; • HQ support services including ICT, Human Resources, legal and financial services; • Democratic services including member support, committee/scrutiny support, corporate governance and the Lord Mayor’s office; • Corporate support for Public Private Partnership ventures. • Jobs and skills • ‘Narrowing the Gap’ aim of the Vision for Leeds. • The delivery of the Council’s ‘Customer Strategy’; • The provision and further development of the Council’s Contact Centre, One Stop Shops and Welfare Rights services.

¹ Function (a) of the officer delegation to the Director of Learning and Leisure
Part 3 Section 3B
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Issue 1 –May 2006

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<p>Development</p>	<p>Development Cllr Andrew Carter Conservative Group</p>	<p>Director of Development Director of Neighbourhoods and Housing (Functions relating to Regeneration only²)</p>	<ul style="list-style-type: none"> • The provision of strategic property and asset management services; • Economic, transport and planning policy development; • Planning and building control services; • Land drainage activities; • The provision of architectural and highways design related services; • Regeneration • the 'Going up a League' and the 'Regional Capital' aims of the Vision for Leeds, and • Leeds Renaissance programmes

² Function (d) of the officer delegation to the Director of Neighbourhoods and Housing
Part 3 Section 3B
Page 2 of 5
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SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
City Services	City Services Cllr Steve Smith Liberal Democrat Group	Director of City Services	<ul style="list-style-type: none"> • Highway Maintenance • Parking enforcement • Catering • Building maintenance and cleaning • Corporate fleet management • Client transport services • Street cleaning • Refuse collection and waste management
Neighbourhoods and Housing	Neighbourhoods and Housing Cllr John Leslie Carter Conservative Group	Director of Neighbourhoods and Housing (excluding Regeneration) ³	<ul style="list-style-type: none"> • Housing (condition and occupation) • The reduction of crime, disorder and anti-social behaviour • Environment and consumer protection • Neighbourhood renewal and area-based working arrangements

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³ Functions (a) to (c) and (e) to (g) of the officer delegation to the Director of Neighbourhoods and Housing
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SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<p>Children’s Services</p>	<p>Children’s Services Lead Executive Member Cllr Richard Brett Liberal Democrat Group</p>	<p>Director of Children’s Services; Director of Learning and Leisure⁴ and the Chief Social Services Officer⁵ (in so far as functions relate to children)</p>	<ul style="list-style-type: none"> • functions of the authority in its role as children’s services authority (including arrangements to promote co-operation to improve the well-being of children); • social services functions so far as they relate to children (and young people leaving care); • health services – functions exercisable on behalf of an NHS body so far as they relate to children; • functions of the authority as LEA
	<p>Children’s Services Support Executive Member Cllr Richard Harker Liberal Democrat Group</p>	<p>Director of Children’s Services and Director of Learning and Leisure (functions pertaining to early years, education and youth services)⁶</p>	
<p>Leisure</p>	<p>Leisure Cllr John Procter Conservative Group</p>	<p>Director of Learning and Leisure (functions pertaining to Leisure)⁷</p>	<ul style="list-style-type: none"> • Libraries, record repositories, museums and art galleries, public entertainments, halls and venues and the arts; • Parks • Sports facilities • Countryside management • cemeteries, crematoria, burial grounds and mortuaries;

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⁴ Functions (b) and (g) of the officer delegation to the Director of Learning and Leisure

⁵ Function (a), and functions (b), (c) and (d) of the officer delegation to the Chief Social Services Officer, so far as they relate to children.

⁶ Function (d) of the officer delegation to the Director of Children’s Services, and functions (b) and (g) of the officer delegation to the Director of Learning and Leisure

⁷ Functions (c), (d), (e) and (f) of the Officer Delegation to the Director of Learning and Leisure

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<p>Health and Adult Services</p>	<p>Adult Health and Social Care Cllr Peter Harrand Conservative Group</p>	<p>Statutory Health Scrutiny functions for NHS bodies within Leeds</p> <p>Director of Adult Social Services, and Chief Social Services Officer⁸ (in so far as functions do not relate to children)</p>	<ul style="list-style-type: none"> • The provision of adult health and social care services

⁸ Functions (b), (c) and (d) of the officer delegation to the Chief Social Services Officer, in so far as these do not relate to children.
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Scrutiny Board (Neighbourhoods and Housing) portfolio and details within the Corporate Plan

Activities identified within the Corporate Plan

We will lead a Harmonious Communities strategy group under the Leeds Initiative to improve communication and harmony across the many different communities in Leeds

We will celebrate the distinctiveness and promote the vitality of our district centres and towns by developing and putting in place local area plans

We will tackle anti-social behaviour and hate crime and reduce tension in communities

We will reduce the amount of unpopular housing by investing in new housing stock and where appropriate replacing it with housing that is better suited to people's needs

We will help groups at risk to prevent them from becoming homeless

We will implement our area committee delivery plans to bring about further improvements in neighbourhoods across Leeds

We will review the use of all community centres to create a more sustainable mixture of facilities that better meet the needs of local communities.

We will change the focus of our Environmental Health Service in line with the Government's new public health mission to improve health and the environment.

We will protect health by promoting safety at home, at leisure and at work.

Measures of success within the Corporate Plan

Improve the quality of life of people living in the most disadvantaged areas of the city by narrowing the gap between them and the rest of Leeds

Reduce the number of homeless people in Leeds as defined by the Council to 6.3 per 1,000 households

Increase the percentage of Council owned dwellings that meet government decency standards

Increase to 4.2% the percentage of unfit private sector dwellings made fit or demolished as a direct result of action by the local authority

Ensure 800 private dwellings are made fit or demolished each year

Increase the number of racial incidents recorded by the authority per 100,000 population

Increase the percentage of local people who feel local ethnic differences are respected

Increase the percentage of local people who feel that they belong to their local area

Increase the percentage of local residents satisfied with the community facilities in their local area.

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SCRUTINY BOARD (NEIGHBOURHOODS AND HOUSING) - WORK PROGRAMME - LAST REVISED JUNE 2006

ITEM	DESCRIPTION	NOTES	DATE ENTERED INTO WORK PROGRAMME
Suggested Areas for Scrutiny Currently Unscheduled			
Inquiry into Affordable Housing	To receive a formal response from the department on the recommendations made in the Board's final report.		June 2006
Elections review	To receive a progress report on the proposed Elections review.		June 2006
Meeting date: 12th July 2006			
Meeting date: 6th September 2006			
Meeting date: 11th October 2006			
Meeting date: 8th November 2006			
Meeting date: 6th December 2006			

SCRUTINY BOARD (NEIGHBOURHOODS AND HOUSING) - WORK PROGRAMME - LAST REVISED JUNE 2006

ITEM	DESCRIPTION	NOTES	DATE ENTERED INTO WORK PROGRAMME
Meeting date: 10th January 2007			
Meeting date: 7th February 2007			
Meeting date: 7th March 2007			
Meeting date: 11th April 2007			
Annual Report	To agree the Board's contribution to the Scrutiny Annual report		June 2006

Thriving Communities Corporate Priorities Board

Minutes of the meeting held on April 10 2006

Boardroom, 4th Floor, Merrion House

Chair	Neil Evans (NE), (Chair) Neighbourhoods and Housing
Present	Rory Barke (RB), Neighbourhoods and Housing Steve Speak (SS), Development Julie Meakin (JM), City Services Martyn Stenton (MS), Neighbourhoods and Housing Sue Wynne (SW), Neighbourhoods and Housing
Minutes	David Kidston (DK), Neighbourhoods and Housing

		Action
1.0	Apologies.	
1.1	Apologies were received from Marilyn Summers (MS), Catherine Blanshard (CB), Val Snowden (VS), Rehana Minhas (RM), and John England (JE).	
2.0	Minutes of the last meeting and matters arising	
2.1	Town and District Centres to appear as a standard agenda item.	RB/SW
2.2	A New Deal for Welfare. The response to the Green Paper will be reported to the next meeting, along with an update on the development of the Employment Plan and programmes to address worklessness.	SC/VS
3.0	Intensive Neighbourhood Management	
3.1	SW gave a presentation on Intensive Neighbourhood Management (INM), summarising the key issues covered by the agenda paper.	
3.2	The Leeds approach to INM will build on both national examples of good practice and successful initiatives within the city, including: <ul style="list-style-type: none">• Halton Moor, where INM has led to a reduction of voids (empty properties) and increased investment in private sector housing;• East End Park, where the LCC East Area Management Team, LCC Streetscene Services, Re'new and West Yorkshire police have worked in partnership to address 'crime and grime' issues;• The Signpost project in South Leeds, where multidisciplinary teams are providing positive activities for young people.	
3.3	The Neighbourhood element of the ODPM's Safer Stronger Communities Fund (SSCF) will provide £4.8 million funding for INM initiatives between 2006/7 and 2009/10, but this needs to be used in tandem with mainstream funding. This element of the SSCF is	

Action

targeted at the Super Output Areas (SOAs) in Leeds that fall within the 3% most deprived in the Index of Multiple Deprivation 2004. Leeds is also eligible for £2.1 million of capital funding from the Safer, Clear and Greener block of the SSCF. This funding is targeted towards the same areas to undertake environmental improvement in public spaces and to tackle problem sites.

- 3.4 Work on INM has been taken forward under the umbrella of the Leeds Local Area Agreement (LLAA). The Safer and Stronger Communities Block of the LLAA provides a key opportunity for INM in that it secures partner involvement in improving service delivery in deprived areas of the city and will contribute to the achievement of these targets.

- 3.5 RB reported that although the INM areas are recognised as key priorities by the District Partnerships and the Area Management Teams, many LCC officers delivering front-line services do not yet understand what it means to work in a priority neighbourhood. Officers in these neighbourhoods need to be aware that they are part of a multi-agency approach and begin to share information and intelligence. There is also a need to overcome cynicism amongst front-line staff that INM can create change in areas which have been prioritised under previous programmes but still face significant problems.

SW/RB

- 3.6 Practical proposals for engaging front-line staff in INM will be discussed at the next meeting of the Neighbourhood Policy Group and reported to the next meeting of the Board. This could include promoting successes and highlighting examples where services have not fully met the needs of priority areas.
- 3.7 RB commented that the window of opportunity presented by the availability of SSCFNE funding over the next four years needs to be capitalised upon. There are concerns that proposed and impending organisational changes facing key partners may act as a barrier to optimum delivery, including the rationalisation of the PCTs, the review of the Leeds Housing ALMOs, the proposed changes to the police force and the establishment of LCC Children's Services.
- 3.8 NE commented that it is important unemployment and worklessness in the priority neighbourhoods is addressed if INM is to be successful. TH suggested that the emphasis on worklessness in the New Deal for Welfare Green Paper could result in JobCentre Plus focussing resources on Incapacity Benefit claimants at the expense of unemployed residents in deprived areas.

4.0 Compact for Leeds Implementation

- 4.1 MS presented a report on Compact for Leeds Implementation.

Action

- 4.2 The Board ratified the Compact Codes of Practice and the Mediation and Disputes Resolution Procedure which have been written to support the implementation of the Compact for Leeds
- 4.3 The Compact Implementation Group currently includes representatives from Social Services, Learning and Leisure and Neighbourhoods and Housing, reflecting the contractual and partnership arrangements between these departments and the voluntary and community sector. Tom Smith in City Services and Paul Maney in Development were identified as key contacts to be approached regarding involvement of their respective departments in the Compact implementation process.
- 4.4 MS asked the Board to consider the most appropriate ways to engage members in the Compact implementation process. It was proposed that a Member champion should be identified for the Compact.

5.0 Performance Management

- 5.1 SW reported that Quarter 4 updates to the Work Programme have been provided by some, but not all, departments. SW will send reminders to the relevant CPB members and the updated Work Programme will be presented to the next meeting of the CPB with the quarterly update on Performance Indicators (PIs). **SW/
lead
officers**
- 5.2 SW reported that Quarter 4 updates on actions contained in the Thriving Communities section of the Council Plan have been provided by some, but not all, departments. SW will send reminders to the relevant CPB members. All updates need to be returned by 5 May so that a composite report can be presented to the next meeting of the Board to meet the timescales for the production of the Council Plan. **SW/
lead
officers**

7.0 Date of next meeting

- 7.1 The next meeting will take place at 15.00-17.00 on 11 May 2006 in the Boardroom, 4th Floor West, Merrion House.

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LEEDS CITY COUNCIL**FORWARD PLAN OF KEY DECISIONS**For the period 1st June 2006 to 30th September 2006

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
The Future of ALMOs in Leeds – To agree preferred options upon which to consult tenants	Executive Board (Portfolio: Neighbourhoods and Housing)	14/6/06	Full programme of tenant consultation in July, further discussion with ODPM, ALMO Boards, ALMO Chief Officers and the Audit Commission	The report to be issued to the decision maker with the agenda for the meeting	Director of Neighbourhoods and Housing
Area Function Schedules 2006/07 – To endorse the Area Function Schedules 2006/07	Executive Board (Portfolio: Neighbourhoods and Housing)	14/06/06		The report to be issued to the decision maker with the agenda for the meeting	Director of Neighbourhoods and Housing

NOTES

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £500,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

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

Executive Board Portfolios

Executive Member

Central and Corporate
Development
City Services
Neighbourhoods and Housing
Leisure
Learning
Children's Services
Social Care and Health
Narrowing the Gap
Leader of the Labour Group
Advisory Member

Councillor Mark Harris
Councillor Andrew Carter
Councillor Steve Smith
Councillor John Leslie Carter
Councillor John Procter
Councillor Richard Harker
Councillor Brian Jennings
Councillor Peter Harrand
Councillor David Blackburn
Councillor Keith Wakefield
Councillor Judith Blake