



SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

Meeting to be held in the Civic Hall, Leeds on
Wednesday, 19th September, 2007 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

B Anderson	-	Adel and Wharfedale
C Beverley	-	Morley South
A Blackburn	-	Farnley and Wortley
D Coupar	-	Middleton Park
Mrs R Feldman	-	Alwoodley
A Gabriel	-	Beeston and Holbeck
D Hollingsworth	-	Burmantofts and Richmond Hill
G Hyde	-	Killingbeck and Seacroft
R Lewis	-	Pudsey
A Ogilvie	-	Beeston and Holbeck
L Rhodes-Clayton	-	Hyde Park and Woodhouse
F Robinson	-	Calverley and Farsley

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 Procedure 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 circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF INTEREST</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 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES OF THE PREVIOUS MEETING - 25TH JULY 2007</p> <p>To confirm as a correct record the minutes of the last meeting held on 25th July, 2007.</p> <p>(Minutes attached)</p>	1 - 6

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7			<p>EXECUTIVE BOARD MINUTES</p> <p>To receive the minutes of the Executive Board meeting held on 22nd August 2007.</p> <p>(Minutes attached)</p>	7 - 20
8			<p>OVERVIEW AND SCRUTINY COMMITTEE - MINUTES</p> <p>To receive and note the minutes of the Overview and Scrutiny Committee meeting held on 2nd July 2007.</p> <p>(Minutes attached)</p>	21 - 24
9			<p>MEMBERS' QUESTIONS</p> <p>To receive a report of the Head of Scrutiny and Member Development on the opportunity to raise questions and issues with the Executive Board Member with responsibility for Environmental Services.</p> <p>(Report attached)</p>	25 - 26
10			<p>PERFORMANCE REPORT QUARTER 1 2007/2008</p> <p>To consider a report of the Head of Policy, Performance and Improvement presenting the key areas of under performance at the end of Quarter 1 (1st April and 30th June 2007).</p> <p>(Report attached)</p>	27 - 40

Item No	Ward/Equal Opportunities	Item Not Open		Page No
11			<p>SAFER LEEDS 2006/07 ANNUAL PERFORMANCE REPORT</p> <p>To note a report by the Director of Environment and Neighbourhoods on the progress made towards the three year Safer Leeds Strategy running from 2005 until 2008.</p> <p>(Report attached)</p>	41 - 56
12			<p>RECOMMENDATION TRACKING</p> <p>To consider a report by the Head of Scrutiny and Member Development on tracking recommendations made at previous Board meetings.</p> <p>(Report attached)</p>	57 - 98
13			<p>RECYCLING STRATEGY</p> <p>To consider a report by the Director of Environment and Neighbourhoods attaching an Executive Board report for this Boards consideration and comment which amends the Integrated Waste Strategy Targets.</p> <p>(Report attached)</p>	99 - 112
14			<p>INQUIRY INTO THE COUNCIL'S ROLE IN REDUCING CO2 EMISSIONS</p> <p>To consider a report by the Head of Scrutiny and Member Development and agree the draft Terms of Reference on the inquiry into the Council's CO2 emission targets.</p> <p>(Report attached)</p>	113 - 116

Item No	Ward/Equal Opportunities	Item Not Open		Page No
15			<p>WORK PROGRAMME</p> <p>To consider a report by the Head of Scrutiny and Member Development on the Board's current Work Programme (Appendix 1) and the Forward Plan of Key Decisions for September to December 2007 (Appendix 2).</p> <p>(Report attached)</p>	117 - 128

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Agenda Item 6

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

WEDNESDAY, 25TH JULY, 2007

PRESENT: Councillor B Anderson in the Chair

Councillors C Beverley, A Blackburn,
D Coupar, Mrs R Feldman, A Gabriel,
D Hollingsworth, R Lewis, L Rhodes-
Clayton and F Robinson

11 Chairs Opening Remarks

The Chair welcomed everyone to the meeting of Scrutiny Board (Environment and Neighbourhoods).

12 Declarations of Interest

The following personal interests were declared on Agenda item 10 – Minute 18:

- Councillor B Anderson in his capacity as Chair of West/North West Homes
- Councillor A Blackburn in her capacity as a Council Board Member on West/North West Homes.
- Councillor D Coupar in her capacity as a Member of Belle Isle Tenants Management Organisation.
- Councillor A Gabriel in her capacity as a Member of the Beeston Hill and Holbeck Residents Association.
- Councillor D Hollingsworth in his capacity as a Council Board Member on East/North East Homes.

13 Apologies for Absence

Apologies for absence were received on behalf of Councillors G Hyde and A Ogilvie.

14 Minutes of the Previous Meeting - 14th June 2007

RESOLVED - That the minutes of the last Scrutiny Board (Environment and Neighbourhoods) held on 14th June 2007 be confirmed as a correct record.

15 Minutes - Executive Board - 4th July 2007

RESOLVED - That the minutes of the Executive Board meeting held on 4th June 2007 be received and noted.

16 Minutes - Overview and Scrutiny Committee - 4th June 2007

RESOLVED – That the minutes of the Overview and Scrutiny Committee meeting held on 4th June 2007 be received and noted.

17 Members' Questions

The Head of Scrutiny and Member Development submitted a report which afforded Scrutiny Board Members the opportunity to put questions to the Executive Member with responsibility for Neighbourhoods and Housing portfolio.

Opening the session the Chair welcomed Councillor J L Carter and Mr Neil Evans, Director of Environment and Neighbourhoods to the meeting and he asked the Executive Board Member to briefly outline the current issues, pressures and opportunities facing his portfolio in the coming year.

The following issues were raised:

Housing - There is an ongoing priority to obtain **decency** and the need to secure sufficient funding.

PFI Swarcliffe and Holbeck Improvement Work - The recognition that such contracts were difficult to manage and the need to learn from this and past contracts, particularly in relation to tenant management.

Gateway Review – Little London and Beeston Hill - The works for this scheme have gone well and it is anticipated that the scheme will be completed in October 2007.

EASEL - Progress on this project was discussed.

Affordable Housing - The Government's green paper and the proposals therein in relation to affordable housing was discussed. Particular issues discussed were land usage, definitions of affordability, the different schemes available to help house owners purchase properties.

The Executive Member suggested that this Scrutiny Board might like to consider further proposals within the Green Paper.

Community Safety – a broad ranging discussion was held around the Executive Member's responsibilities in relation to community safety, particularly the following issues:

- **'Champion Operation'**
- **Drugs and Rehabilitation.**
- **PCSOs.**
- **Tagging and the Early release of prisoners .**

Choice Based Lettings - A full debate took place on the current system of choice based lettings, other available means of letting and the relationship between letting policies and housing supply. Members raised a number of concerns in relation to the current system. The Executive Board member stated that he would welcome Scrutiny Board undertaking a full inquiry on this matter.

Gypsies and Travellers - The Executive Board Member informed the meeting that there is to be an independent review on this matter in the autumn.

Capital Receipts – A debate took place on the use and allocation of capital receipts. The debate particularly focused on support for capital receipts being treated as ‘city receipts’ and the view that capital receipts in part or whole should stay within the ward in which they were generated. Whilst not coming to any conclusions it was acknowledged that any review would require a review of all capital receipts generated and their contribution to capital developments as a whole.

Concluding the debate, the Chair thanked the Executive Board Member and the Director of Environment and Neighbourhoods for attending today’s meeting and commented on the fact that such an open and wide ranging discussion was good for the scrutiny function and transparent decision making.

RESOLVED -

- (a) That all Members of Scrutiny Board (Environment and Neighbourhoods) be supplied with a copy of the former boards inquiry into Gypsy and Travellers sites.
- (b) That Councillor Steve Smith, Executive Board Member for Environmental Services be invited to a future meeting of this Scrutiny Board to discuss his portfolio.
- (c) That the Scrutiny Board undertake an inquiry into Choice Based Lettings.

18 Monitoring of Scrutiny Board Recommendations

The Head of Scrutiny and Member Development submitted a report following the recommendations from Overview and Scrutiny Committee to adopt a new, more robust system of recommendation tracking to ensure that Scrutiny recommendations were more rigorously followed through.

It was reported that each Scrutiny Board is to receive a quarterly report, coinciding with the quarterly presentation of performance information which will commence in September 2007.

Following the Chair’s request for an early update on the recommendations on the inquiries made by the former Scrutiny Board (Neighbourhoods and Housing) into Anti Social Behaviour Intervention (2004/05) and the Affordable

Housing (2005/06). The Board was presented with an update on progress towards meeting these recommendations.

Julian Mayfield, Community Safety Manager and Ernie Gray, Housing Strategy Development Manager attended the meeting and responded to Members questions and comments in relation to their respective inquiry.

In brief, the main issues raised were:

- Recommendation 3 and 4 relating to a system to **prevent multiple breaches of ASBOs**. In response the Officer informed the meeting that more work was needed to ensure that the data was correct and that the Department are looking at how these breaches are officially managed. It was announced that Members will receive an update on this issue at the January 2008 meeting.
- Recommendation 12 – Members to be kept informed of **Anti-Social Behaviour** issues and activities within their Wards by Council department and ALMOs within the constraints of the law. Some Members informed the meeting that they were not being kept informed. In response, officers assured the meeting that this matter would be investigated further and would look at ways in which the information can be made more accessible. Members requested that some form of reminder should be sent out to Members with regard to those ASBOs in their own Wards.

RESOLVED -

- (a) That the update on those recommendation provided by the Director of Environment and Neighbourhoods be received and noted.
- (b) That a revision into the ways in which Members are notified with regard to Anti-Social Behaviour orders, especially multiple breaches be investigated.
- (c) That this Board's comments regarding the enforcement of Alcohol Licences be passed on to the relevant officer.

19 Inquiry into Regeneration in Beeston Hill and Holbeck - Formal Responses to Recommendations

The Head of Scrutiny and Member Development submitted a report attaching the formal responses provided by the Director of Environment and Neighbourhoods following this inquiry.

John Bracewell, Area Regeneration Officer – South Leeds attended the meeting and responded to Members' questions and comments.

Members welcomed the positive response to the Board's recommendations.

RESOLVED - That the report and appendices be received and noted and be formally incorporated into the Recommendation Tracking system.

20 Work Programme

The Head of Scrutiny and Member Development submitted a report on the Board's current work programme and the Forward Plan of Key Decisions for July to October 2007.

RESOLVED –

- (a) That the report and appendices be received and noted.
- (b) That the Principal Scrutiny Advisor be instructed to set up a Working Group to draft terms of reference for an inquiry into Choice Based Lettings to include:

Councillors B Anderson, A Gabriel, D Hollingsworth and L Rhodes-Clayton.

21 Date and Time of Next Meeting

Wednesday, 19th September 2007 at 10.00 a.m. (Pre-meeting at 9.30 a.m.).

The Chair thanked everyone for their attendance. The meeting concluded at approximately 12.15 p.m.

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EXECUTIVE BOARD

WEDNESDAY, 22ND AUGUST, 2007

PRESENT: Councillor M Harris in the Chair

Councillors A Carter, R Brett, J L Carter,
R Finnigan, R Harker, J Procter and
K Wakefield

Councillor J Blake –Non-voting advisory member

37 Exclusion of Public

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

- a.) The appendix to the report referred to in minute 41 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure would, or would be likely to, prejudice the commercial interests of the Council by virtue of the fact that the information contained within the appendix was obtained through inviting of best and final offers for the property and therefore to disclose this information at this point in time could lead to random competing bids which would undermine this method of inviting bids and affect the integrity of disposing of land / property by means of this process in the future. Also it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties about the nature and level of offers which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information would be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighed the public interest in disclosing the information at this point in time.
- b.) The appendix to the report referred to in minute 42 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure of the valuation of the site may be prejudicial to the commercial interests of the Council as it may prejudice the return that the Council may realise on a future sale of the site.

- c.) The appendix to the report referred to in minute 49 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure would prejudice the Council's commercial interests as both the appendix and the outline business case include matters where negotiations of a confidential nature will ensue with the Local Education Partnership and Environments for Learning.
- d.) The appendix to the report referred to in minute 50 under the terms of Access to Information Procedure Rule 10.4 (1 and 2) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as Education Leeds has a duty to secure improvement and increased confidence in the schools concerned and this would be adversely affected by disclosure of the information.
- e.) The appendix to the report referred to in minute 51 under the terms of Access to Information Procedure Rule 10.4 (1 and 2) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as as Education Leeds has a duty to secure improvement and increased confidence in the schools concerned and this would be adversely affected by disclosure of the information.
- f.) The appendix to the report referred to in minute 53 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure would prejudice the Council's commercial interests as the appendix details matters where negotiations of a confidential nature will ensue. In these circumstances it is considered that the public interest in not disclosing this commercial information outweighs the public interest in disclosure.
- g.) The appendix to the report referred to in minute 56 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure would prejudice the Council's commercial interests as both the appendix and the outline business case include matters where negotiations of a confidential nature will ensue with the Local Education Partnership and Environments for Learning.

38 Declaration of Interests

Councillor J Procter declared a personal interest in the item relating to Leeds Grand Theatre as a Director of the theatre's Board and Councillor Blake as a Director of the theatre's and Opera North Boards.

Councillors Brett and Harker declared personal interests in the items relating to Children's Services PFI and reprovision of Holmfield Children's Home as Chair and as a member, respectively, of the Children Leeds Partnership.

39 Minutes

RESOLVED – That the minutes of the meeting held on 4th July 2007 be approved as a correct record.

DEVELOPMENT AND REGENERATION

40 Draft Leeds Girls High School Planning and Development Brief

The Director of City Development submitted a report on the outcome of the recent public consultation on the Leeds Girls High School Planning and Development Brief. The report also responded to the deputation made to Council in July 2007 on the same subject.

The report outlined a number of options for the site which were recommended for consideration:

1. For the brief to remain essentially the same, with a number of amendments as outlined at paragraph 9.3 of the report. These would include changes to affordable housing provision and the height and density of proposed buildings on the South West corner of the site;
2. To change the brief more radically to meet the wishes of the local community and Elected Members. This would include protecting the playing fields from development;
3. Recognition that the Council's efforts to meet a broad agreement with the school, local community and Elected Members had been unsuccessful and to withdraw the brief.

Documentation and correspondence from G Mulholland MP, Friends of Woodhouse Moor, Councillor Illingworth and a petition were circulated to members of the Board.

RESOLVED – That the planning brief be withdrawn and the future of the school site be determined through the planning process. Outside of the planning process the Council would facilitate further discussions on the future of the site should relevant parties request.

NEIGHBOURHOODS AND HOUSING

41 The former Royal Park Primary School

The Director of City Development and the Director of Environment and Neighbourhoods submitted a joint report on the disposal of the former Royal Park Primary School site. The report recommended the disposal, through the grant of a long leasehold interest, to the preferred developer with the required library and community space being the subject of a long sub-lease back to the Council at a peppercorn rent.

Further to a marketing exercise to identify proposals for the site, Members were informed that two such proposals were considered to be viable options for consideration. These were as follows:

1. That all of the school building, other than that given over to the Council's uses, be converted to residential use with around forty apartments and twenty seven car parking spaces, with a complete separation between the residential element and the Council's uses.
2. That more recent extensions to the school building be demolished and replaced with more sympathetic new-build elements. The main use of the building would then be given over to eighty age-related assisted living units with an on-site warden to be managed privately.

Documentation and correspondence from Councillors Hussain, Morton and Rhodes-Clayton, the Leeds Muslim Council, and Royal Park Community Consortium were circulated to members of the Board.

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

RESOLVED –

- a.) That a preferred developer be selected on the basis of the schemes described at section 3 of the report as recommended in the exempt appendix;
- b.) That the proposal that the disposal should be on the basis of less than best consideration exercising the Council's powers under the General Consent 2003 as set out in the report be approved;
- c.) That the disposal of a long leasehold interest in the property to the selected developer at the value set out in paragraphs 3.3 and 3.8 of the exempt appendix, subject to a requirement that the Council be granted a sub-leasehold interest at a peppercorn rent, be approved;
- d.) That the decision on any 'less than best' reduction in this disposal value which may arise as a result of the detailed negotiations be delegated to the Director of City Development in consultation with the Executive Member for Development and Regeneration;
- e.) That the consultation process described at 4.5 of the report to determine the precise nature and use of the community space be approved and that a report be brought back to the Board in this respect;
- f.) That the commencement of negotiations with the preferred developer for the undertaking of the fit-out of the library and community space as part of the main contract for the refurbishment with the costs of these works to be deducted from the capital receipt, subject to the Directors of Environment and Neighbourhoods and City Development being satisfied that these costs represent value for money, be approved.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he voted against this decision).

CHILDREN'S SERVICES

42 Deputation to Council - Lingfields and Fir Trees Residents Group re: Fir Tree Primary School Site

The Director of Environment and Neighbourhoods submitted a report on the deputation made by Lingfield and Fir Trees Residents Group to Council in June 2007 following the decision to close Fir Tree Primary School and to recommend that further work be undertaken to identify the most appropriate way to meet community needs.

It was reported that Education Leeds had need of the school site until 2010 however, so no new community facilities would be able to be developed before this time, giving an opportunity for a more in-depth analysis of the need for community facilities in the area.

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

RESOLVED –

- a.) That the North East Area Management Team work with partner agencies, through the Moor Allerton Partnership, (MAP) to lead on a programme of public consultation and partner agency work to consider the future needs of the area for community activities, provision and facilities;
- b.) That the Area Management Team and MAP also work together to facilitate the continuation of community activities and provision currently being accommodated at Fir Tree School.

LEISURE

43 Wharfemeadows Park Fencing Proposals - Recommendation of the Scrutiny Board (Culture and Leisure)

The Head of Scrutiny and Member Development submitted a report on the decision of the Scrutiny Board (Culture and Leisure) to request that work to erect a fence at Wharfemeadows Park be suspended whilst a scrutiny enquiry into the issue is undertaken. In conjunction with this the Assistant Chief Executive (Corporate Governance) submitted a report commenting upon the request.

RESOLVED – That the request of the Scrutiny Board be not acceded to and that the decision of 13th June 2007 (minute 9) be implemented.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this matter).

DEVELOPMENT AND REGENERATION

44 Deputation to Council - Representatives of the Leeds Licensed Taxi Trade Regarding Concerns Over Insufficient Taxi Ranks in Leeds

The Director of City Development submitted a report responding to concerns raised by a deputation to Council in July 2007 made by the Leeds Licensed Taxi Trade regarding the number of taxi ranks in Leeds. The deputation had raised concerns regarding the time taken to carry out a review of taxi rank provision in the city centre.

The report gave an update as to the status of the review. It was outlined that a draft Traffic Regulation Order was in the process of being drafted which would allow the Council to enforce the ranks and take action against those illegally parked within them. Progress was also being made towards the creation of additional 24-hour ranks.

RESOLVED – That the contents of the report in response to the deputation be noted.

45 Street Trading Act of Parliament

The Director of City Development submitted a report on the current arrangements for street trading in Leeds city centre and the district as a whole and proposing that approval be given to the promotion of a local Act of Parliament to deal with pedlars and street trading. As a core city with an attractive retail centre, Leeds would find itself increasingly at risk from unregulated street sellers unless a suitable solution was adopted.

RESOLVED –

- a.) That the possible benefits to the city of a local act and the estimated costs be noted;
- b.) That Council be recommended to authorise the promotion of a local Act of Parliament to deal with pedlars and street trading and to authorise the Assistant Chief Executive (Corporate Governance) to agree minor amendments to the Bill at any stage during its promotion.

46 Major Transport Schemes - Local Government Act Section 31 Grant Claim

The Director of City Development submitted a report on the terms and conditions of the Section 31 Grant Determination for major schemes in 2007/08 and requested that delegated authority be granted to the Director of Resources to accept and submit all future claims.

The report outlined that as part of the offer of a Section 31 Grant the Department for Transport apply a number of legally binding and financially significant terms and conditions which need to be agreed by Authorities. It was reported that none of the conditions were considered unacceptable or likely to cause the Council any difficulties.

RESOLVED –

- a.) That the acceptance of the Section 31 Grant offer to Leeds City Council for 2007/08 under the terms and conditions offered be approved;
- b.) That the Director of Resources be confirmed as having the delegated authority for the acceptance and submission of all future grant offers under the terms and conditions offered.

NEIGHBOURHOODS AND HOUSING

47 Design and Cost Report - Disabled Facilities Grants

The Director of Environment and Neighbourhoods submitted a report requesting an additional injection of £2m into the Capital Programme and seeking authority to spend an additional £4.5m on Disabled Facilities Grants for 2007/08. Such investment would represent significant additional investment for the purpose of altering dwellings in order to give increased independence for disabled residents.

RESOLVED –

- a.) That the injection into the capital programme of £2m be noted;
- b.) That scheme expenditure of up to £4.5m be authorised;
- c.) That officers be instructed to bring a report back in the future on the progress of the scheme.

CHILDREN'S SERVICES

48 Deputation to Council - Parents of Fountain Primary School regarding the loss of teachers at the school

The Chief Executive of Education Leeds submitted a report in response to the deputation to Council in June 2007 by the parents of Fountain Primary School regarding resources and staffing issues at the school following the opening of the school in September 2005 as the result of a merger.

RESOLVED –

- a.) That the concerns expressed by the deputation be noted;
- b.) That the establishment of a Scrutiny Board working group to undertake an independent inquiry into the matter be noted;
- c.) That Education Leeds' assurance that the comments received as part of the deputation be placed as part of the evidence for the inquiry be noted.

49 Leeds Building Schools for the Future Phases 2 and 3 - Submission of the Outline Business Case

The Director of Children's Services and the Chief Executive of Education Leeds submitted a joint report on the outline business case for phases 2 and 3 of the Council's wave one Building Schools for the Future programme, for the re-building and refurbishing of fourteen secondary schools in Leeds over three phases.

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

RESOLVED –

- a.) That the outline business case for phases 2 and 3 of the Council's Wave 1 Building Schools for the Future Programme be approved and that its submission to the Department for Children, Schools and Families and to the Partnerships for Schools be authorised;
- b.) That the capital expenditure and funding as set out in table 2 of the exempt appendix to the report be agreed;
- c.) That the affordability implications over the life of the proposed PFI contract for the new West Leeds High School, as summarised in the exempt appendix, be agreed;
- d.) That the comments in paragraph 2 of the exempt appendix, that the proposed West Leeds High School PFI will provide good value for money to the City Council and the public sector, be noted;
- e.) That the recommendations contained in the exempt appendix be approved and officers be authorised to issue the Council's affordability thresholds relating to both the PFI element and the design and build element to the LEP and Environments for Learning.

50 Termly Report on Standards in Leeds Primary Schools and Update on OfSTED Inspections and Schools Causing Concern

The Chief Executive of Education Leeds submitted a report on the outcome of recent OfSTED inspections in Leeds Primary Schools and an update on schools causing concern.

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

RESOLVED – That the report be noted together with the successes in primary schools and strategies for improvement that have been developed to support further increases in achievement for all pupils, groups and schools.

51 Termly Report on Standards in Leeds High Schools and Update on OfSTED Inspections and Schools Causing Concern

The Chief Executive of Education Leeds submitted a report on the outcome of recent OfSTED inspections in Leeds High Schools and an update on schools causing concern.

Following consideration of appendix 2 to the report and an addendum designated as exempt under Access to Information Procedure Rule 10.4 (1 and 2), which was considered in private at the conclusion of the meeting, it was

RESOLVED – That the report be noted together with the strategies for improvement that have been developed to support further increases in achievement for all pupils groups and schools.

52 Allerton C of E Primary School - Additional Classroom Accommodation

The Chief Executive of Education Leeds submitted a report which sought authority to proceed with a proposed scheme to provide additional classroom accommodation at Allerton C of E Primary School. The report outlined that the school would open in September 2007 as a result of the merger of Archbishop Cranmer C of E Primary and Fir Tree Primary Schools.

The works were necessary as the new school had been identified as the location of a new Children's Centre facility, however the present building was not capable of housing the required number of children and therefore additional building work would need to take place.

RESOLVED –

- a.) That the design proposals in respect of the scheme to provide additional classroom accommodation at Allerton C of E Primary School be approved;
- b.) That expenditure of £1,220,000 from capital scheme 13767/EXT/000 be authorised;
- c.) That the reimbursement of the incurred expenditure against the scheme from the realisation of a future capital receipt be approved, to be injected into the Education capital receipt for reinvestment into the Education estate.

53 Children's Services Private Finance Initiative (PFI) Project

The Director of Children's Services submitted a report on the proposed Children's Services PFI project with the recommendation that it be included within the scope of the Independent Living PFI procurement. The report outlined a proposal to utilise PFI credits to build and equip a residential unit to offer short breaks for young people with learning disabilities and behavioural problems. This was part of the wider modernisation programme for Independent Living, which currently sought to improve housing, care and services for learning disabled adults in the city.

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

RESOLVED –

- a.) That the extension of the scope of the Independent Living Project to include the procurement of the Children's Services PFI Project be approved;
- b.) That the Children's Services PFI projects as outlined in the report be approved;
- c.) That the financial issues covered within appendix 1 of the report be noted;
- d.) That the affordability threshold for the first full year of the Unitary Charge 2010/11 as set out in appendix 1 be agreed;
- e.) That the agreed affordability threshold as set out in appendix 1 be issued to bidders.

- 54 Design and Cost Report - Improvement Works to Various Establishments to Reprovide for the Loss of Holmfield Children's Home**
The Chief Officer, Children and Young People's Social Care submitted a report on the decanting requirements after the closure of Holmfield Children's Home which also sought permission to release part of the future capital receipt to the value of £226,210. The report outlined a summary of proposed works to be undertaken to minimise the impact of the placement move for those children affected by the closure of Holmfield.

RESOLVED –

- a.) That £226,210 of the capital receipt from the sale of Holmfield be used to fund the relocation costs as outlined in the report;
- b.) That the injection of the scheme into the capital programme be approved and authority given to incur expenditure of £226,210.

LEISURE

- 55 Leeds Grand Theatre Refurbishment, Phase 2 Works**
The Director of City Development submitted a report on the final cost of phase one works for the refurbishment of the Grand Theatre and on proposals for phase two of the works to continue the refurbishment of the theatre and renovate the adjacent Assembly Room.

The Director of City Development reported that the estimated construction and total project costs for the phase 2 works were within the total budget provision.

In presenting the report the Executive Member (Leisure) reported because of timing arrangements in relation to the contract there could be significant cost implications if this decision was to be subject to Call In.

RESOLVED –

- a.) That the revised estimated final cost of the phase 1 works at £22,365,000 be noted;
- b.) That a fully funded injection of £19,605 into existing capital scheme no. 03611/PH1/000 and the incurring of expenditure on the phase 1 works to refurbish the Grand Theatre be authorised;
- c.) That the current position regarding the proposed phase 2 works to refurbish Leeds Grand Theatre and adjacent Assembly Room be noted;
- d.) That the Council be authorised to conclude a grant agreement with the Arts Council England for a grant of £2,200,000 towards the cost of refurbishing the Leeds Grand Theatre and adjacent Assembly Room;
- e.) That an injection of £400,000 into existing capital scheme no. 03611/PH2/000 to be funded from Leeds Grand Theatre and Opera House Ltd and the Opera North and Leeds Grand Theatre Development Trust;
- f.) That, subject to concluding grant funding agreements with Arts Council England and the Heritage Lottery Fund, authorisation be given to entering into a building works contract with the preferred participating

- contractor and to authorise total expenditure of £10,459,000 from existing capital scheme no. 03611/PH2/000 on the proposed refurbishment of Leeds Grand Theatre and Assembly Room;
- g.) That it be noted that the Council will be responsible for any cost overruns that may occur on the project that cannot be contained within the phase 2 project budget of £10,664,000.
 - h.) That this decision be exempt from the provisions of Call In.

56 Leeds New Leaf Leisure Centres - Affordability Position

The Director of City Development submitted a report seeking agreement on the estimated affordability implications over the life of the proposed PFI contract for the new leisure centres in Armley and Morley. The report also requested permission to issue an outline proposal to the Department for Culture, Media and Sport (DCMS) regarding the potential to replace the existing leisure centre at Holt Park.

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

RESOLVED –

- a.) That the following recommendations from the exempt appendix be agreed:
 - i.) The funding of the annual revenue deficits set out in detail in the annexe to the exempt appendix and at paragraph 2.6 of the appendix;
 - ii.) The funding of the annual client contract management costs following the successful signing of the contract;
 - iii.) That the approvals in (i) and (ii) above be subject to a.) the subsequent successful conclusion of negotiations through the Leeds LEP Ltd; and b.) further reports being submitted to the Board at appropriate times during the procurement, culminating in the approval of the submission of the Final Business Case and appropriate authorities to enter into the Contract at Final Close.

- b.) That the following recommendations from the open report be agreed:
 - i.) That the recommendations to the confidential appendix to the report be agreed and officers be authorised to issue the City Council's affordability thresholds relating to the PFI project to the LEP and to Environments for Learning;
 - ii.) That an outline proposal be issued to the DCMS regarding the potential to replace the existing leisure centre at Holt Park and pump prime the regeneration of the district centre and linkages with the community theatre and library at Ralph Thoresby PFI school should additional PFI credits become available be agreed.

ADULT HEALTH AND SOCIAL CARE

57 Reprovision of Windlesford Green Hostel for adults with learning disabilities and site disposal at less than best consideration

The Director of Adult Health and Social Care submitted a report on plans to reprovide the Supported Living Service for twenty seven people with a learning disability at Windlesford Green and to dispose of the Windlesford Green site at less than best consideration to enable the construction of suitable accommodation that meets the needs of service users and care standards requirements.

Three options were identified in the report for Members' consideration, as outlined below:

1. Continue providing services in the current building. This would lead to the loss of Supporting People income and refurbishment capital costs, and would also result in the loss of benefit income for residents.
2. Provide the service in a dispersed model. This would increase service operating costs to an unaffordable £250,000 per annum.
3. Single site development. Whilst this involves some loss of gross income through housing benefit, this is significantly less than losses experienced under option 1. The sale of the site would also release a capital receipt. This option was identified as most favourable as it met the strategic need to provide services within individuals homes and carried the lowest level of capital risk and revenue liability for the Authority.

RESOLVED –

- a.) That option 3 (single site development) be approved for the reprovision of Windlesford Green;
- b.) That proposals for the disposal of the site at less than best consideration to a value forgone of £455,000 or less dependent on the success of the bid for a Housing Corporation Grant be approved.

CENTRAL AND CORPORATE

58 Capital Programme Monitoring Update 2007/08

The Director of Resources submitted a report giving an update on the resources and estimated spend on the Capital Programme between 2006 and 2009 and highlighting the success of the scheme in delivering investment across the city. The report outlined capital programme pressures and recommended injections into the programme to address these.

RESOLVED –

- a.) That the contents of the report be noted;
- b.) That the Capital Programme injections detailed in paragraphs 3.1.3 to 3.1.10 of the report and appendix A be approved;
- c.) That the Director of Resources be given delegated authority to release funds from a capital contingency scheme of £200,000 for expenditure towards the World Corporate Games;

- d.) That the key principles for managing and controlling the Capital Programme as detailed in paragraph 3.1.11 of the report be approved;
- e.) That the amendment to the capital strategy as outlined in paragraph 3.4 of the report and Appendix B be approved;
- f.) That the measures being taken by the Director of Resources, in liaison with other directors, to ensure the affordability and sustainability of the Capital Programme be endorsed.

59 Financial Health Monitoring 2007/2008 - Quarter 1 Report

The Director of Resources submitted a report on the financial health of the Authority following the first three months of the new financial year, in respect of the revenue budget for general fund services and the housing revenue account.

RESOLVED –

- a.) That the projected financial position of the authority after three months of the financial year be noted;
- b.) That the treatment of LABGI and capital finance savings be approved;
- c.) That the use of up to £195,000 to fund new year pressures being £150,000 for flood alleviation, £24,000 for the part year costs of increasing Youth Service budgets delegated to Area Committees, and £45,000 for the co-location of business and enterprise with the Chamber of Commerce.

60 Treasury Management Annual Report

The Director of Resources submitted a report on the Treasury Management Strategy and operations for 2006/07 as required under the Prudential Code introduced in April 2004. This lifted the restriction on local authority borrowing and created a mechanism to stimulate capital investment, encouraging authorities to borrow whilst interest rates were at a low.

The report outlined that due to long term low interest rates and the restructuring of market loans throughout the year, the Council had made £22.2m in revenue savings.

RESOLVED – That the Treasury Management outturn position for 2006/07 be noted.

DATE OF PUBLICATION: 24TH AUGUST 2007
 LAST DATE FOR CALL IN: 5TH SEPTEMBER 2007

(Scrutiny Support will notify Directors of any items called in by 12:00 noon on Thursday 6th September 2007.)

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OVERVIEW AND SCRUTINY COMMITTEE

MONDAY, 2ND JULY, 2007

PRESENT: Councillor P Grahame in the Chair

Councillors B Anderson, B Gettings,
S Golton, T Hanley, W Hyde and R Pryke

Apologies Councillors S Bentley, A Harrison and E Minkin

13 Chair's Opening Remarks

The Chair welcomed Members and Officers to the meeting, and in particular Councillor Gettings, who was attending his first OSC meeting.

14 Declaration of Interests

No declarations of interest were made.

15 Minutes - 4th June 2007

A Member queried Minute No 5(a), which had referred to the Scrutiny Board (Environment and Neighbourhoods) the decision of the Executive Board taken on 16th May 2007 to extend the **management agreements with the ALMOs** for a further five years, to 31st January 2013, with a view to that Board considering whether to formally review that decision.

Following a further discussion, it was –

RESOLVED –

- (a) That the minutes of the meeting held on 4th June 2007 be confirmed as a correct record;
- (b) That the decision recorded under Minute No 5(a) be rescinded, and a review of the relevant Executive Board decision be added to the OSC work programme.

(NB Councillor Golton joined the meeting at 10.09 am during the consideration of this item).

16 Minutes - Executive Board - 13th June 2007

Councillor Hanley made reference to Minute No 8, **Proposed Development of a Dance Headquarters on Quarry Hill for the Northern Ballet Theatre Company and Phoenix Dance Company**, and indicated that he would be seeking clarification regarding the exact extent of the Council's proposed

financial commitment to this scheme, in his capacity as Chair of the Scrutiny Board (Culture and Leisure).

RESOLVED – That the minutes of the Executive Board meeting held on 13th June 2007 be received and noted.

17 Monitoring of the Personnel Panel - January to December 2006

Further to Minute No 139, 3rd April 2006, the Committee received a report from the Chief Officer (HR) regarding the operation of the Personnel Appeal Panel arrangements during 2006, the first full year of operation of the revised arrangements, which no longer involved Elected Members in the process.

RESOLVED –

- (a) That the report be noted;
- (b) That in view of the continuing involvement of the Corporate Governance and Audit Committee, this issue be removed from the OSC work programme.

18 OSC Work Programme

Further to Minute No 10, 4th June 2007, the Head of Scrutiny and Member Development submitted a report regarding the Committee's work programme, updated to reflect decisions taken at the last meeting.

The following additional items were identified for inclusion in the work programme:-

- **Immigration**, and the effect on Council and partner services;
- **ALMOs** – Review of the Executive Board decision, 16th May 2007, to extend the management agreements with the ALMOs for a further five years, to 31st January 2013 (see earlier Minute No 15);
- **Group Office support to Members**
- OSC's current role in the **budget setting and monitoring** process.

RESOLVED –

- (a) That the report be noted;
- (b) That a Working Group be established comprising the Chair and Councillors Hanley, W Hyde and Pryke to scope the proposed Terms of Reference of the above proposed Inquiries.

19 Scrutiny of the Budget - Performance Outturn 2006/07

Further to Minute No 46, 6th November 2006, the Committee received and considered the Performance Outturn Report 2006/07 of the Director of Resources submitted to the Executive Board at its meeting on 13th June 2007.

Doug Meeson and Helen Mylan, Resources Department, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues raised were:-

- The **Sport and Active Recreation Service** overspend of £400,000 (Paragraph 3.4.2 of report refers) and a breakdown of how much of this figure related to the re-opening of the South Leeds Sports Centre;
- The reasons behind the £100,000 deficit in budgeted income in respect of the **Cemeteries and Crematoria Services** (Paragraph 3.4.4 refers);
- Re-assurances regarding the ring fencing of the **Swarcliffe PFI funding** (Paragraph 7.7 refers);
- **Debt re-scheduling** (Paragraph 3.9.6 refers) – Members requested full details of the original loan arrangements and the revised arrangements which had enabled savings of £21.8 m;
- **ALMO finances and Right To Buy monies** (Paragraph 7.8 refers) – Members requested a breakdown of the 'Right to Buy' receipts and details of what the money had been used for.

RESOLVED –

- (a) That the report be noted;
- (b) That Members be supplied with the requested further details.

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Report of the Head of Scrutiny Support and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 19th September 2007

Subject: Members' Questions

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 INTRODUCTION

- 1.1 Members of the Board have requested the opportunity to discuss relevant questions and issues with the Executive Board members whose responsibilities fall within the remit of this Scrutiny Board.
- 1.2 The Executive Board Member with responsibility for Environmental Services have been invited to this Board meeting and will be in attendance in order to answer Members' questions about his portfolio and to assist the Board in deciding on future issues for scrutiny.

2.0 RECOMMENDATION

- 2.1 That the Board identifies any issues for further scrutiny arising from the Members' Questions session.

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Report of the Head of Policy, Performance and Improvement

Meeting: Environment and Neighbourhoods Scrutiny Board

Date: 19th September 2007

Subject: Performance Report Quarter 1 2007/08

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1 Executive Summary

1.1 This report discusses the key performance issues considered to be of corporate significance identified for the Environment and Neighbourhoods Scrutiny Board as at 30th June 2007. In addition, the report also includes a predicted CPA score for 2007/08 and a performance table detailing all PI's for this Board.

2 Purpose of the Report

2.1 The purpose of this report is to present the key areas of under performance at the end of Quarter 1 (1st April and 30th June 2007).

3 Background Information

- 3.1 This 'highlight report' has been prepared in readiness for the Accountability process, which includes the CMT meeting on 14th August, Leader Management Team on 23rd August and Overview and Scrutiny Committee on 11th September.
- 3.2 The issues discussed in this report have been identified because performance in these areas impacts upon one or more of the following; the delivery of effective services, the delivery of our corporate priorities; our CPA score; or our ability to deliver efficiency savings. This report is supported by detailed PI information.
- 3.3 Any improvement in assessment scores should potentially have a positive impact on the council's Direction of Travel assessment and overall CPA Star Rating.

4 CPA Performance issues

4.1 The table below summarises our predicted CPA scores for February 2008.

	Direction of Travel	Star Category	Corporate Assessment	Level 1 Services			Level 2 Services			
				Use of Resources	Children & Young People	Social Care (Adults)	Benefits	Culture Service Assessment	Environment Service Assessment	Housing Service Assessment
CPA 2006	Improving Adequately	3 star	3	3	3	3	3	2	3	3
CPA 2007 (provisional)		4 star	3	3	3	3	3	3	3	3

4.2 The CPA 2007 provisional score is mainly based on the category scores allocated in 2006. Where this applies the cells are highlighted in grey. This information will be updated as and when assessment scores are confirmed during 2007/08.

4.3 The provisional CPA 2007 Service Assessment scores for Culture, Environment and Housing are included in each Accountability report. These are mainly based on 2006/07 year-end returns, however there are a number of instances where other methods are used.

4.4 The Audit Commission have confirmed the PIs which are to be included in the 2007 CPA Service Assessments and the thresholds to be used to calculate the scores. The above scores have been updated to reflect this, however it must be noted that there are still several outstanding issues which could result in the Culture service assessment score becoming a 2.

The Housing score also takes into account service inspections undertaken between 1 January 2005 and 31 December 2007.

4.5 At this stage we are unable to make an informed judgement as to our predicted Direction of Travel score.

4.6 For a more detailed breakdown of the CPA service assessment scores please see Appendix 1.

5 Environment and Neighbourhoods Performance Issues

5.1 Waste

5.1.1 The first three months performance for waste and recycling is very positive with our highest recycling and composting rate ever recorded. For the period from 1st April to 30th June 2007, 26.1% of Leeds' household waste was recycled or composted, an increase of 19% on the figure of 21.9% in the same period last year. The level of waste generate per household continues to fall with nearly 3kg per household less waste being generated compare to the same period last year.

5.1.2 The pilot of garden waste collection continues to yield higher than predicted volumes of garden waste, with over 1,300 tonnes being collection in the first quarter of the year. The tonnage of waste composted has risen by 9% compared to the same period last year.

5.1.3 Although our performance is better than ever, our aim is now to recycle over 50% of Leeds' waste by 2020. The environmental and financial pressures on the authority to reduce our reliance on land filling waste, coupled with the recent announcement of a 50% national target on recycling for 2020, mean that we need a step change in the way we deal with waste in the city. Over the last year we have been working to assess which kerbside waste schemes would help us to recycle as much as we can. Following widespread public consultation, we have put together a package of recycling services which, if implemented, should yield a recycling rate of over 50% by 2020. This Recycling Strategy for Leeds will be tabled for discussion at Executive Board in September.

5.1.4 We are also looking at the ways in which we deal with the waste that isn't recycled. We are looking at alternatives to landfill using cleaner, more environmentally friendly technologies to treat the waste that is not recycled and gain value from it. Several sites which may be used for these facilities, and for any facilities associated with the enhanced recycling services described above, will need to be located somewhere within the Leeds boundary. Several sites that could be used for this are identified in the Aire Valley Area Action Plan which will be tabled for consultation at Executive Board in September.

6 Housing

6.1 BV-203 (CPA): % change in families placed in temporary accommodation (reduction) - This indicator has been deleted by the CLG for 07/08.

6.1.1 The Directorate has continued to monitor this area through the more practical measure, of the numbers of households placed in temporary accommodation (LKI-HAS10). This indicator shows the progress the Directorate has made in tackling the numbers utilising temporary accommodation, despite the continuing scarcity of social rented housing options.

6.1.2 The numbers placed in temporary accommodation peaked at the end of the third quarter 06/07 (615 households) but, following development of a focused action plan, the homeless services has reduced this to the current figure of 469 households (end of 1st qtr 07/08). This represents a 24% reduction over this period. The reduction brings the volumes in temporary accommodation back on target with the overall goal of reducing temporary accommodation usage by 50% by 2010, and year end performance predicted as being better than the 07/08 target of 410 units. Alongside this the Homeless service has continued to provide a reduction in the overall number of households accepted as homeless.

6.1.3 Housing Services has achieved this very significant reduction through a combination of: more focused prevention work in partnership with other public and private partners improvements in prevention outcomes, maximising accommodation options in the public and private sector and ensuring that housing support services deliver their expected outcomes.

6.1.4 There will be a continued focus in 07/08 on the ability of the service and its partners to prevent homelessness, within a context of dwindling housing supply. However the focus on prevention and the reduction in supply does create tensions between customers' expectations and the waiting time for a social housing outcome which has risen from 27 weeks at the end of 05/06 to 37 weeks currently. Alongside the development of prevention services and alternative housing options, the development of the Affordable Housing Plan and the welcome support from Government for increasing the supply in this sector are key to sustaining the overall service improvements.

7 Recommendations

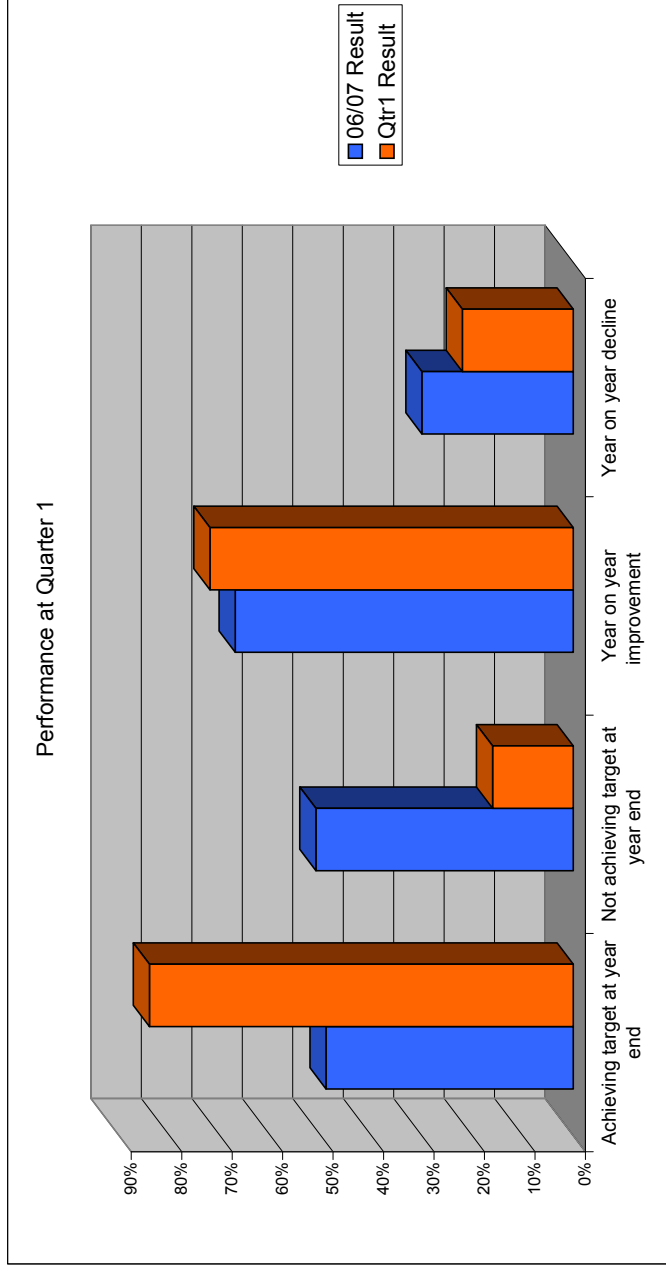
7.1 It is recommended that the Scrutiny Committee considers the Quarter 1 performance information and highlight any areas for further scrutiny.

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Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

	07/08 Result to Date	2006/07 Result
Percentage of indicators achieving target at year end - based on Predicated Full Year Result	84%	49%
Percentage of indicators not achieving target at year end - based on Predicated Full Year Result* (This includes any amber traffic lights due to a tolerance level being set)	16%	51%
Percentage of indicators showing a year on year improvement based on Predicated Full Year Result*	72%	67%
Percentage of indicators showing a year on year decline based on Predicated Full Year Result*	22%	30%
Percentage of indicators in All England Top Quartile based on Predicated Full Year Result*	17%	12%
Percentage of indicators in All England Bottom Quartile based on Predicated Full Year Result*	20%	35%

Please note predicted performance can change each quarter*



1	2	3	4	5	6	7	8	9	10	11	11a	12	13	14
Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
BV-126	Domestic burglaries per 1,000 households	Community Safety	Monthly No.	Fall	25.40	22.30	6.10	24.30	↑	6.40	13.70	27.45	4	No concerns
Comments	<p>YTD=1974 up 6.9% against previous year, equivalent to 127 more offences. The reasons for the rise in domestic burglary are unclear but appear to have followed national trends and are seen to be linked to increased prison releases and the number of prolific burglary offenders in the community. What can be evidenced is a rise in community penalty sentences and early prison releases. This has required the Police and the Probation Service to manage more offenders resident and active within the community. More time is required to ensure that the Integrated Offender Management process and aligned with the Drug Intervention Programme begins to show a marked impact on performance. The All England Top Quartile traffic light score is not an appropriate comparison as it does not compare like with like and the data is historical (05/06). Analysis of data for Q1 (2007/08) shows that Leeds is ranked 6th in the core city position.</p>													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
BV-127 a	Violent crime per year, 1000 population in the Local Authority area.	Community Safety	Monthly No.	Fail	23.80	22.90	5.60	22.60	↑	12.45	22.90	33.49	3	No concerns
Comments	YTD=4083 down 13.8% against previous year, equivalent to 654 fewer offences. Violent crime is reducing, illustrated by the effect of the police policy for early intervention to prevent low level violence escalating to more serious attacks and the work of the Tackling Violent Crime Programme in the city centre - examples of good practice from this Programme will be rolled out during 07/08. Analysis of data for Q1 (2007/08) shows that Leeds is ranked 3rd in the core city position.													
BV-127 b	Robberies per year, per 1000 population in the Local Authority area.	Community Safety	Monthly No.	Fail	2.30	2.20	0.50	2.20	↑	0.30	1.30	3.94	3	No concerns
Comments	YTD=382 up 31.7% against previous year, equivalent to 92 more offences. Current performance can be partially explained by the impact of the National Crime Recording Standard which is having an adverse effect on the number of robberies recorded. This is because, in accordance with Home Office counting rules, to demonstrate an offence of robbery is now wider than previously and as a consequence the Police now record more offences as robbery and fewer offences as theft from the person. In addition, there has been a growing trend of young people robberies (mobile phones and portable electronic goods). The Youth Offending Service and Education Leads are working on embedding a common policy. In addition, a Youth Crime Strategy is being developed. Analysis of data for Q1 (2007/08) shows that Leeds is ranked 3rd in the core city position.													
BV-128	Vehicle crimes per 1,000 population	Community Safety	Monthly No.	Fail	17.30	16.50	3.70	14.70	↑	7.33	14.60	25.25	2	No concerns
Comments	YTD=2658 down 15.6% against previous year, equivalent to 490 fewer offences. Theft of Motor Vehicles (TOMV) = 700 down 20.8% (184 fewer offences) Theft from Motor Vehicles (TFMV) = 1958 down 0.1% (306 fewer offences). Both TOMV and (TFMV) has reduced this can partially be explained by improvements to vehicle security and the trend in stealing Satellite Navigation systems declining. Analysis of data for Q1 (2007/08) shows that Leeds is ranked 3rd in the core city position.													
BV-174 CP-CS1	The number of racial incidents recorded by the authority per 100,000 population	Community Safety	Quarterly No.	Rise	183.10	256.94	See Comments	See Comments		N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	YTD: CED=46, CityS=32, CorpS=0, Dev=3, L&L=2, N&H=0, SS=1, West North Homes=11, East North Homes=24, Aire Valley Homes=0, Dept.unknown=3 Total=122. Awaiting summer term submission from Education Leads. A Q1 figure has not been supplied as the numbers are low and a rate would be unrepresentative. A year end prediction will be provided in Q2. Currently LCC is developing a multi-agency hate crime reporting form and developing a business case for introducing a hate crime database. An improvement plan to ensure that departments understand and fulfil the corporate requirements for recording incidents and further action taken is being put in place. Targets for each department will be set and reported corporately.													
BV-175 CPA-H19	The percentage of racial incidents that resulted in further action	Community Safety	Quarterly %	Rise	93.96	98.00	See Comments	See Comments		100.00	100.00	84.80	2	Some concerns
Comments	YTD = Of the 122 incidents reported to LCC departments, 100% have resulted in further action. Awaiting summer term submission from Education Leads. A Q1 figure has not been supplied as the numbers are low and a percentage figure would be unrepresentative. A year end prediction will be provided in Q2. A target of 98% has been set to allow for a low level of administrative error within a large organisation.													
BV-225	Action against domestic violence (DV) provision and effectiveness of LA services designed to help victims of DV and prevent DV	Community Safety	Quarterly %	Rise	100.0	100.0	100.0	100.0	↔	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	All actions have been achieved - by the end of 2006/07													
CP-CS50 LAA-SSC8 PSA1	Reduce overall crime levels in Leeds by 35% by 2008	Community Safety	Monthly %	Fail	-23.60	-35.00	-25.50	-27.50	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	YTD=-25.5% (13572) down 10.1% against previous year, equivalent to 1532 fewer offences. Criminal damage is reducing, particularly offences committed to houses and premises. Violent crime is reducing, partially due to the Tackling Violent Crime Programme in the city centre - examples of good practice from this Programme will be rolled out during 07/08. Burglary is an area of concern as detailed under BV126. Safer Leeds has set an internal target of -27.5% for 07/08, this is still a stretching but more realistic target.													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
LKI-CS6 LAA-SSC29a	Total number of drug users in treatment	Community Safety	Monthly No.	Rise	3,879	3,727	See Comments	See Comments		N.A.	N.A.	N.A.	N.A.	No concerns
Comments	The National Treatment Agency are responsible for supplying the figures for this indicator, however, figures have not yet been supplied for quarter 1.													
LKI-CS7 LAA-SSC29b	Percentage of drug users retained in treatment for 12 weeks or more	Community Safety	Monthly %	Rise	79.00	85.00	See Comments	See Comments		N.A.	N.A.	N.A.	N.A.	No concerns
Comments	The National Treatment Agency are responsible for supplying the figures for this indicator, however, figures have not yet been supplied for quarter 1.													
LKI-CS8a LAA-SSC13 LPSA2	Addressing domestic violence by: a) increase the number of reported incidents of domestic violence	Community Safety	Quarterly No.	Rise	11,180.00	12,500.00	2,523.00	10,100.00	↓	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	YTD=2523 down 17.3% against previous year, equivalent to 528 fewer incidents. Trends in reporting domestic violence have fallen across the region. A review of domestic service is nearing conclusion and will be available for consultation shortly. Findings and recommendations for change are likely to be discussed in September, these will assist in determining improvements to service delivery and methods of working to achieve targets.													
LKI-CS8b LAA-SSC14 LPSA2	Addressing domestic violence by: b) reduce repeat victimisation as a proportion of reported domestic violence incidents	Community Safety	Quarterly %	Fall	48.20	44.80	45.90	45.90	↑	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	YTD=45.9%, 2523 incidents 1158 repeats. The work of HAL.T, a locally commissioned service provider for victims of domestic violence has been identified as a model of good practice by the Home Office in supporting victims. MARACs (Multi Agency Risk Assessment Conference) have been successfully applied across Leeds, however as they were only introduced in November 2006 the volume of cases assessed is still relatively small to have a significant impact on performance. They meet monthly and focus activity on the most vulnerable domestic violence victims. Initial feedback from these meetings has been positive. The review of domestic violence services will assess the implications and practice of implementing the Co-ordinated Action Against Domestic Abuse (CAADA) model in full across Leeds. The review is likely to find that there is a shortfall in current resources to meet demand and the volume of victims.													
LKI-CS8c LAA-SSC15 LPSA2	Addressing domestic violence by: c) increase the number of reported incidents of domestic violence that result in a sanctioned detection	Community Safety	Quarterly %	Rise	23.70	16.00	18.80	18.80	↓	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	YTD=18.8% The roll out of the MARACs (Multi Agency Risk Assessment Conference) have been successfully applied across Leeds. Examples of good practice from the Tackling Violent Crime Programme will be rolled out across the city during 07/08.													
BV-217 CP-EN51	Percentage of pollution control improvements to existing installations completed on time.	Environmental Health	Quarterly %	Rise	99	90	94	90	↓	100	83	82	2	No concerns
Comments	Central Government set a target of achieving 90% pollution controls, which Leeds adopts as its target. Currently we are performing above target and expect to perform well again this year, however, the result is dependent on a number of factors outside our control and is therefore not necessarily a good measure of our performance. We are therefore being cautious in predicting that performance will be in line with the year end target despite currently performing above the target. Performance will be reviewed a Q2.													
LKI-EH3	The percentage of food premises inspections that should have been carried out that were carried out for high-risk premises	Environmental Health	Quarterly %	Rise	52.00	100.00	72.00	100.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Performance is low in Q1 due to a delay in the contractor starting. It is expected to be resolved in subsequent quarters and we are therefore still predicting to achieve the year end target.													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
LKI-EH8 CPA-H18	Percentage of private sector homes vacant for more than 6 months	Environmental Health	Quarterly %	Fall	2.39	2.69	2.34	2.14	↑	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	CPA indicator Mid threshold. (When the deprivation adjustment is applied result is 0.68). Internal audit are currently auditing this indicator and have identified some reporting issues, which have now been addressed. Further testing is ongoing.													
BV-183b CPA-H15	The average length of stay in hostel accommodation of households which include dependant children or a pregnant woman who are unintentionally homeless and in priority need	Homeless and Advisory Service	Monthly Weeks	Fall	0	0	0	0	↔	0	17	8	1	No concerns
Comments	CPA - Upper threshold. No temporary accommodation provision in Leeds that meets the definition of hostel accommodation for families, therefore performance will remain the same.													
BV-213 CPA-H24	Number of households who considered themselves as homeless, who approached the local housing authority's housing advice service(s), and for whom housing advice casework intervention resolved their situation.	Homeless and Advisory Service	Monthly No.	Rise	1	3	1	3	↑	5	1	5	5	No concerns
Comments	On target - Preventions including Assured Shorthold Tenancies (ASTs) - above target of 40 per month in June to 62. Ongoing work being done to reduce parental evictions.													
CP-HAS50	Reduce the number of homeless people in Leeds per 1000 households, as defined by the Council.	Homeless and Advisory Service	Monthly No.	Fall	5.30	5.23	1.17	5.23	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	On target - Focussing service on Prevention and Options will enable further achievement.													
LKI-HAS10	Number of households placed in temporary accommodation.	Homeless and Advisory Service	Monthly No.	Fall	548	410	489	400	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Please see 'Highlight Report'.													
LKI-HAS11	Number of sanctuary installations completed	Homeless and Advisory Service	Monthly No.	Rise	174.0	250.0	66.0	260.0	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Sanctuary installations are on target.													
LKI-HAS4	The number of homeless acceptances made in the year (cumulative)	Homeless and Advisory Service	Monthly No.	Fall	1,722.0	1,700.0	380.0	1,700.0	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	On target - Focus on prevention. Need to maintain acceptances under 1800 for the year as part of the LPSA2 target.													
LKI-HAS5 LAA-SSC26	The number of homeless acceptances resulting from parental eviction (cumulative)	Homeless and Advisory Service	Monthly No.	Fall	254.0	210.0	33.0	210.0	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	On target. Working closely with Achway to continue prevention work.													
BV-184a CP-HM51 CPA-H1	The proportion of local authority homes which were non-decent at 1st April 07.	Housing Management	Monthly %	Fall	39	33	35	33	↑	16	47	56	3	No concerns
Comments	Performance is currently being reported from Manifold, PIMMs and LEH database. Progress has been slow during quarter 1, but is expected to improve during 07/08 as schemes complete. An exercise is underway for ALMOs to identify the investment needed to achieve decency by 2010, and any decency gap - the outcome of this exercise is due at the end of September. CPA Mid threshold position.													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
BV-184b CPA-H2	The percentage change in the proportion of non-decent LA homes which are not decent between 1st April 2007 and 1st April 2008	Housing Management	Monthly %	Rise	14.1	40.0	0.6	40.0	↑	28.3	4.1	9.6	3	No concerns
Comments	As BV184a													
BV-212 CPA-H8	Average time taken to re-let local authority housing.	Housing Management	Monthly Days	Fall	41	32	28	32	↑	29	51	59	5	Some concerns
Comments	KPMG are currently in the process of auditing this indicator. A few minor issues have been identified and further testing is scheduled to take place. Performance has improved on the previous year end position and is currently better than target, however there is a tendency for this indicator to increase over the year. The ALMO Performance and Policy Team will discuss performance on relet times in detail with ALMOs at the Q1 Quarterly Review Meetings to establish what work is underway to improve performance.													
BV-63 CP-HM52 LAA-HCOP21	Energy Efficiency - the average SAP rating of local authority owned dwellings	Housing Management	Quarterly No.	Rise	65	67	65	67	↑	69	63	62	4	No concerns
Comments	There has been a change to SAP 2005 calculation methodology using table 16 Guidance. When this methodology comes in fully in October it will see many local authorities losing 4 to 5 SAP points. To offset this impending negative performance shift BV63 has been calculated using this new methodology now to avoid a significant impact later in the year.													
BV-66a CPA-H6	Rent collected by the local authority as a proportion of rents owed on Housing Revenue Account (HRA) dwellings.	Housing Management	Monthly %	Rise	96.7	97.0	94.4	97.0	↑	98.6	97.1	95.4	3	No concerns
Comments	Trend analysis shows that performance tends to improve during the year, therefore it is anticipated that the year end target will be met. Performance in Q1 is adversely affected by Arrears which are brought forward from the previous year, and there was a further issue whereby direct debit payments were not received in time for meeting the Q1 reporting date. Running the BV66a report at week 14 (after the direct debit payments were processed) gave a result of 95.52% which is broadly in line with meeting the year end target.													
BV-66b	The number of local authority tenants with more than seven weeks of (gross) rent arrears as a percentage of the total number of council tenants.	Housing Management	Monthly %	Fall	7.29	7.00	6.57	7	↑	4.12	8.53	10.40	1	No concerns
Comments	This indicator is affected by the processing of Housing Benefit claims which has recently improved. So we expect to meet the year end target of 7.0%.													
BV-66c	Percentage of local authority tenants in arrears who have had Notices Seeking Possession served	Housing Management	Monthly %	Fall	24.93	23.50	4.68	23.50	↑	17.06	35.18	33.16	3	No concerns
Comments	There has been a reduction in the number of NISPs served at the beginning of the year compared to last year. This is in part as a result of arrears prevention action been taken by the ALMOs. Trend analysis shows there are two periods when NISP activity increases these are August & September and January & February so whilst we are currently ahead of the year end target, we are still predicting to meet the target.													
BV-66d	Percentage of local authority tenants evicted as a result of rent arrears.	Housing Management	Monthly %	Fall	0.29	0.26	0.06	0.26	↑	0.21	0.58	1.00	1	No concerns
Comments	Performance is currently operating in the Mid quartile against 'All England' authorities and is on target.													
LKI-HMA3	Percentage of rent lost through Local Authority dwellings becoming vacant	Housing Management	Monthly %	Fall	1.6	1.5	1.3	1.5	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Current performance is well within target.													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
LKI-HMA4 CPA-H5	The average time taken to complete non-urgent responsive repairs	Housing Management	Monthly Days	Fall	12.7	11.0	8.3	11.0	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	CPA Upper threshold performance. While performance is well within target for the start of the year this is, in part, because only orders raised within the current financial year are included in the calculation. As the year progresses there is a greater likelihood of orders being included in the calculation that have taken a longer time to complete.													
LKI-HMA7 CPA-H4	The percentage of urgent repairs completed within Government time limits	Housing Management	Monthly %	Rise	97	97	99	97	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	CPA Upper threshold performance. While performance is well within target for the start of the year this is because only orders raised within the current financial year are included in the calculation. As the year progresses there is a greater likelihood of orders being included in the calculation that have taken a longer time to complete.													
LKI-NR4 LAA-SSC32A	Percentage of local authority homes which meet the governments decency standard	Housing Management	Monthly %	Rise	70.22	80.00	65.00	80.00	↑	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	This indicator is the inverse of BV184a. See comments for BV184a.													
BV-64 CP-PSH2 CPA-H23	The number of private sector dwellings that are returned into occupation or demolished as a direct result of action by the local authority	Private Sector Housing Strategy	Monthly No.	Rise	2377.00	1500.00	685.00	2,000.00	↓	76.50	7.00	498.88	1	No concerns
Comments	There is an ongoing downward trend for long term empty properties throughout the city so our work within this area can be seen to be having a positive effect. However, with a diminishing target area the number of eligible BVPI64 hits will probably reduce accordingly. In the circumstances the target of 1500 is being kept under review but current projections are that we will be well above target. The Revenues Division has advised that the charging of 100% council tax on all long term empty property (which was adopted in support of the Corporate Empty Property Strategy) is proving difficult to collect in many instances and this is having a detrimental effect upon their KPI performance.													
BV-82a(i) CP-RC50 CPA-E6	Percentage of household waste arisings which have been sent by the authority for recycling	Refuse Collection & Waste Management	Quarterly %	Rise	15.83	18.07	17.37	18.07	↑	20.87	14.25	13.75	1	No concerns
Comments	The increase in tonnage can be attributed to an increase in timber tonnes on the previous year as a result of a new timber contract, and an increase in the amount of glass being recycled.													
BV-82a(ii) CPA-E6	Total tonnage of household waste arisings which have been sent by the authority for recycling	Refuse Collection & Waste Management	Quarterly No.	Rise	53486.00	61435.00	15463.00	61,435.00	↑	15126.10	6140.14	32330.58	1	No concerns
Comments	The increase in tonnage can be attributed to an increase in timber tonnes on the previous year as a result of a new timber contract, and an increase in the amount of glass being recycled.													
BV-82b(i) CP-RC51 CPA-E6	The percentage of household waste sent by the authority for composting or treatment by anaerobic digestion	Refuse Collection & Waste Management	Quarterly %	Rise	6.47	7.39	8.74	7.39	↑	13.05	3.55	4.22	5	No concerns
Comments	The amount of waste composted is increasing due to the garden waste pilot currently underway. Overall, the authority has recycled and composted over 26% of its waste during the last quarter compared to 21.91% during the same period last year.													
BV-82b(ii)	The tonnage of household waste sent by the authority for composting or treatment by anaerobic digestion	Refuse Collection & Waste Management	Quarterly No.	Rise	21845.00	25125.00	7785.00	25,125.00	↑	8770.30	1823.31	9767.06	3	No concerns
Comments	The amount of waste composted is increasing due to the garden waste pilot currently underway. Overall, the authority has recycled and composted over 26% of its waste during the last quarter compared to 21.91% during the same period last year.													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
BV-82c(i)	Percentage of the total tonnage of household waste arisings which have been used to recover heat, power and other energy sources	Refuse Collection & Waste Management	Quarterly %	Rise	0.53	0.02	0.44	0.44	↓	6.72	0.00	24.98	5	No concerns
Comments	The slight increase in the amount of waste disposed of in this way is due to a particular contractor who obtains energy from waste through the re-processing of SORT rejections. The service will continue to monitor this.													
BV-82c(ii)	Tonnage of household waste arisings which have been used to recover heat, power and other energy sources	Refuse Collection & Waste Management	Quarterly No.	Rise	1775.00	72.00	392.00	392.00	↓	13174.00	0.00	73265.76	5	No concerns
Comments	The slight increase in the amount of waste disposed of in this way is due to a particular contractor who obtains energy from waste through the re-processing of SORT rejections. The service will continue to monitor this.													
BV-82d(i) CP-RC52	Percentage of household waste arisings which have been landfilled	Refuse Collection & Waste Management	Quarterly %	Fall	77.09	74.52	73.45	74.52	↑	59.41	77.40	55.36	4	No concerns
Comments	The reduction in the amount of waste landfilled compared to the same period last year can be attributed to the increase in the amount of composting and recycling undertaken as well as the fact that YTD the amount of waste arising has reduced.													
BV-82d(ii)	The tonnage of household waste arisings which have been landfilled	Refuse Collection & Waste Management	Quarterly No.	Fall	260416.00	253357.00	64401.00	253,357.00	↑	53892.20	187764.00	121763.00	6	No concerns
Comments	The reduction in the amount of waste landfilled compared to the same period last year can be attributed to the increase in the amount of composting and recycling undertaken as well as the fact that YTD the amount of waste arising has reduced.													
BV-84a CPA-E26	Number of kilograms of household waste collected per head of population	Refuse Collection & Waste Management	Quarterly KG	Fall	467.2	467.2	123.1	467.2	↓	394.0	480.0	458.7	4	No concerns
Comments	YTD Leeds is generating less waste whilst increasing the amount of recycling and composting undertaken.													
BV-84b	Percentage change from the previous financial year in the number of kilograms of household waste collected per head of population	Refuse Collection & Waste Management	Quarterly %	Fall	1.08	0.01	-1.39	0.01	↑	-3.79	1.01	-2.99	5	No concerns
Comments	YTD Leeds is generating less waste whilst increasing the amount of recycling and composting undertaken.													
BV-91 CPA-E7A	Percentage of population resident in the authority's area serviced by a kerbside collection of recyclables	Refuse Collection & Waste Management	Quarterly %	Rise	92.4	95.0	92.7	92.7	↑	100.0	93.5	90.2	4	Some concerns
Comments	The service is currently investigating why some households do not have access to kerbside collection of recyclables to assess what alternatives are available however, there is no provision in the budget for a further increase in access to recycling. With regard to data quality issues, currently there are concerns over the move from Superbase to a new GIS based system. However it is expected that these concerns will be eased as the project progresses.													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
BV-91b	Percentage of households resident in the authority's area served by a kerbside collection of at least two recyclables	Refuse Collection & Waste Management	Quarterly %	Rise	92.4	95.0	92.7	92.7	↑	100.0	90.1	64.3	3	Some concerns
Comments	The service is currently investigating why some households don't have access to kerbside collection of recyclables to assess what alternatives are available however, there is no provision in the budget for a further increase in access to recycling. With regard to data quality issues, currently there are concerns over the move from Superbase to a new GIS based system. However it is expected that these concerns will be eased as the project progresses.													
LKI-82 A&B (i)	Percentage of household waste arisings sent by the authority for recycling or composting	Refuse Collection & Waste Management	Monthly %	Rise	N.A.	N.A.	26.11	26.11		N.A.	N.A.	N.A.	N.A.	No concerns
Comments	No Comments Supplied													
LKI-RC1	Number of household collections missed per 100,000 collections	Refuse Collection & Waste Management	Quarterly No.	Fall	85.00	95.00	37.87	95.00	↓	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	Compared to the same period last year, the service is performing well with only 37.87 bins being missed compared to 104.82 per 100,000 collected in 2006/07.													
LKI-RC1b	Percentage of household waste collections, collected per 100,000 collections	Refuse Collection & Waste Management	Quarterly %	Rise	99.90	99.90	99.96	99.90	↔	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	The service is currently exceeding its target for the year and performing better than the same period last year.													
BV-199a CP-SC50 CPA-E4 LAA-SSC4	The proportion of relevant land and highways (expressed as a percentage) that is assessed as having combined deposits of litter and detritus that fall below an acceptable level	Street Cleansing	Quarterly %	Fall	17.30	16.00	See Comments	See Comments		8.80	21.00	18.10	5	No concerns
Comments	No Comments Supplied													
BV-199b	The proportion of relevant land and highways (expressed as a percentage) from which unacceptable levels of graffiti are visible	Street Cleansing	Quarterly %	Fall	6.00	7.00	See Comments	See Comments		1.00	6.00	11.00	6	No concerns
Comments	No Comments Supplied													
BV-199c	The proportion of relevant land and highways (expressed as a percentage) from which unacceptable levels of fly-posting are visible	Street Cleansing	Quarterly %	Fall	1.00	1.00	See Comments	See Comments		0.00	2.00	3.00	1	No concerns
Comments	No Comments Supplied													

Environment and Neighbourhoods Quarter 1 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30 June 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Year-End data)	All England Bottom Quartile (Based on 2005/06 Year-End data)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues
BV-199d	The year-on-year reduction in the total number of incidents and increase in total number of enforcement actions taken to deal with fly tipping	Street Cleansing	Quarterly Level	Fall	3.00	2.00	1.00	2.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	The council's performance on this indicator has improved from 'good' to 'very effective'. This is due to a reduction in the number of fly tips reported via the contact centre and an increase in the number of enforcement actions undertaken. Comparing Q1 2006/07 to Q1 2005/06, this year the council has reduced the number of fly tipping incidents by 21.15% (350 incidents) whilst increasing the number of enforcement actions by 454.20% (2866 actions). This has been possible through the additional funding available this year.													
BV-218a	Percentage of new reports of abandoned vehicles investigated within 24 hours of notification	Street Cleansing	Quarterly %	Rise	92.54	92.5	86.24	92.50	↓	96.64	73	75.93	3	Some concerns
Comments	In terms of data quality, there are concerns with regard to the way Insight reports on this performance indicator, the number of administration errors occurring, and the way some calls reported by LCC to the police call centre have been handled. Each issue is being investigated and it is expected that these concerns will be resolved shortly.													
BV-218b LAA-SSC57	Percentage of abandoned vehicles removed within 24 hours from the point at which the authority is legally entitled to remove the vehicle	Street Cleansing	Quarterly %	Rise	92.17	90.00	72.73	90.00	↓	95.00	61.11	74.22	5	Some concerns
Comments	Performance on this indicator has been affected by the recent floods. Doncaster Auto Spares who are under contract to pick the vehicles up are located in Tollbar, South Yorkshire and have struggled to achieve the service levels agreed due to their depot being flooded and a sharp increase in urgent work. The service is currently working with them to address these issues. Data Quality issues in terms of admin errors and reporting on Insight as mentioned in the BV-218a commentary are also applicable to this indicator. As mentioned in 218a, we expect concerns to be eased within the next quarter.													
LKI-SC6	The average time taken to remove fly tips	Street Cleansing	Quarterly Days	Fall	1.11	1.15	1.38	1.15	↓	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	The number of days taken to remove flytips has increased compared to the same period last year. The service will continue to monitor this.													

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Originator: Harvinder
Saimbhi
Tel: 3950810

Report of the Director of Environment & Neighbourhoods

Environment and Neighbourhoods Scrutiny Board

Date: 19 September 2007

Subject: Safer Leeds 2006/07 Annual Performance Report

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

The purpose of this report is to inform members on the progress made towards the three-year Safer Leeds Strategy running from 2005 until 2008. In 2006/07 recorded crime in Leeds fell by 4% from 2005/06. However, despite this drop in recorded crime and other achievements in a number of areas, it is unlikely that Safer Leeds can achieve the 35% reduction in British Crime Survey comparator offences by 2007/08 as required by PSA1.

1.0 Annual Report 2006/07

Attached is the Safer Leeds Annual Report for 2006/07. The period covered by the report, April 2006 to March 2007, represents the second year of the three-year strategy period. The report summarises the priority themes identified in the Safer Leeds Strategy and reviews crime trends, PSA1 performance, residents' perceptions, the activities and interventions commissioned or supported by Safer Leeds and looks at performance against the Safer Leeds Strategy targets.

2.0 PSA1 Quarter 1 - 2007/08

In quarter 1 of 2007/08, PSA1 performance has improved from the level reported on page 7 of the annual report. The overall reduction in British Crime Survey comparator offences in quarter 1 of 2007/08 was 25.5% compared to 24% at the end of 2006/07. This improvement in performance is largely due to falling numbers of offences of common assault, theft from vehicle and criminal damage compared to the previous year. The performance reported in the table on page 9 of the report presents the year-end position for the Safer Leeds strategy targets for 2006/07.

3.0 Community Safety Priority Areas

The table below presents, as far as possible, the results for the first quarter of 2007/08.

Priority 1 – Acquisitive Crime		
Measurements of Success for Q1 2007/08	Target	Progress
To reduce the rate per 1000 households of recorded domestic burglary	22.3	6.1
To reduce the rate per 1000 population of recorded theft from motor vehicles	11.9	2.7
To reduce the rate per 1000 population of recorded theft of motor vehicles	4.5	0.97
Priority 2 – Anti-Social Behaviour and Environmental Crime		
Measurements of Success for Q1 2007/08	Target	Progress
To reduce the level of recorded criminal damage	28.5	6.4
To reduce the number of people begging in the city centre	25	Annual Reporting
To reduce the number of people sleeping rough	10	
To increase the number of Acceptable Behaviour Contracts, with young people, supported by an intervention	80	11
Priority 3 – Drugs		
Measurements of Success for Q1 2007/08	Target	Progress

To increase the number per 1000 population of drug users (aged 15-44) in treatment from 2004/05 baseline	8.20	Not yet available from NTA
To increase the % of drug users retained in treatment at 12 weeks	80%	
To reduce the number of deaths related to illicit drug use	18	Annual Reporting
Priority 4 – Reassurance		
Measurements of Success for Q1 2007/08		Target
Reassurance targets measured on an annual basis using the results from the Leeds annual residents' survey.		Progress
		Annual Reporting
Priority 5 – Violent Crime		
Measurements of Success for Q1 2007/08		Target
		Progress
To reduce the rate per 1000 population of recorded violent crime	22.9	5.6
To reduce the rate per 1000 population of recorded robbery	2.2	0.5
To reduce the rate per 1000 population of recorded common assault	4.9	1.3
To reduce the rate per 1000 population of recorded wounding (serious and other)	10.0	2.4
Excellent Performance	Progress Made	Weak Performance

4.0 Domestic Burglary

The increase in domestic burglary began during 2006, appears to follow national trends, and could be linked to prison releases and the number of prolific burglary offenders resident in the community. West Yorkshire Police are currently working with partners to develop an integrated offender management process to help address these issues.

5.0 Anti Social Behaviour

New Home Office guidance and the requirements of the Respect Task Force have shifted the emphasis on tackling anti-social behaviour with a greater priority being given to early intervention and prevention. There is work in progress to review the use tools and powers to address anti social behaviour, these will be applied as part of the ongoing work of the Corporate Safety Outcome Group

6.0 Recommendations

Members are requested to note the report.

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Safer Leeds Crime and Disorder Report

2006/07

Foreword

In 2005, Safer Leeds developed a three-year strategy for tackling drugs and crime. The strategy, based upon the findings of the Leeds Crime, Disorder and Drugs Audit 2004, outlines the priorities for Safer Leeds until 2008. This annual report provides information about crime trends in Leeds from April 2006 to March 2007 and looks at the progress that Safer Leeds has made towards delivering the strategy.

Last year was a successful one for Safer Leeds, with recorded crime falling by 4%. Despite this and other achievements, crime and disorder remains a primary concern for the citizens of Leeds. The year ahead promises to be busy and challenging, Safer Leeds intends to build on previous successes confident that by working together we can continue to make progress in improving quality of life for the people of Leeds.

We would like to thank all those who work in partnership with Safer Leeds, without the considerable efforts of our partners, community groups and the staff who work for the partnership we would not be able to achieve our vision of making Leeds a safer place to live, work or visit.

Neil Evans
Councillor Les Carter

Chair of the Safer Leeds Executive
Chair of the Safer Leeds Board

Safer Leeds is the name for the Crime and Disorder Reduction Partnership in Leeds, formed in 2005 when the Leeds Community Safety Partnership and the Drug Action Team merged. Safer Leeds has a membership drawn from representatives of the 'responsible authorities' (named in the Crime and Disorder Act 1998 and the Police Reform Act 2002) along with representatives from the public, private and voluntary sectors.

The Safer Leeds Executive

The Executive members represent the 'responsible authorities' and include:

- Children and Young People's Partnership
- Leeds City Council
- Leeds Strategic Partnership
- National Offender Management Service (Probation)
- Primary Care Trusts
- West Yorkshire Fire and Rescue Service
- West Yorkshire Police
- West Yorkshire Police Authority
- Safer Leeds Chair of the Board
- Safer Leeds Partnership Manager

The Safer Leeds Board

The Safer Leeds Board is made up of representatives from the public, private and voluntary sectors.

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Safer Leeds Strategy Priority Themes

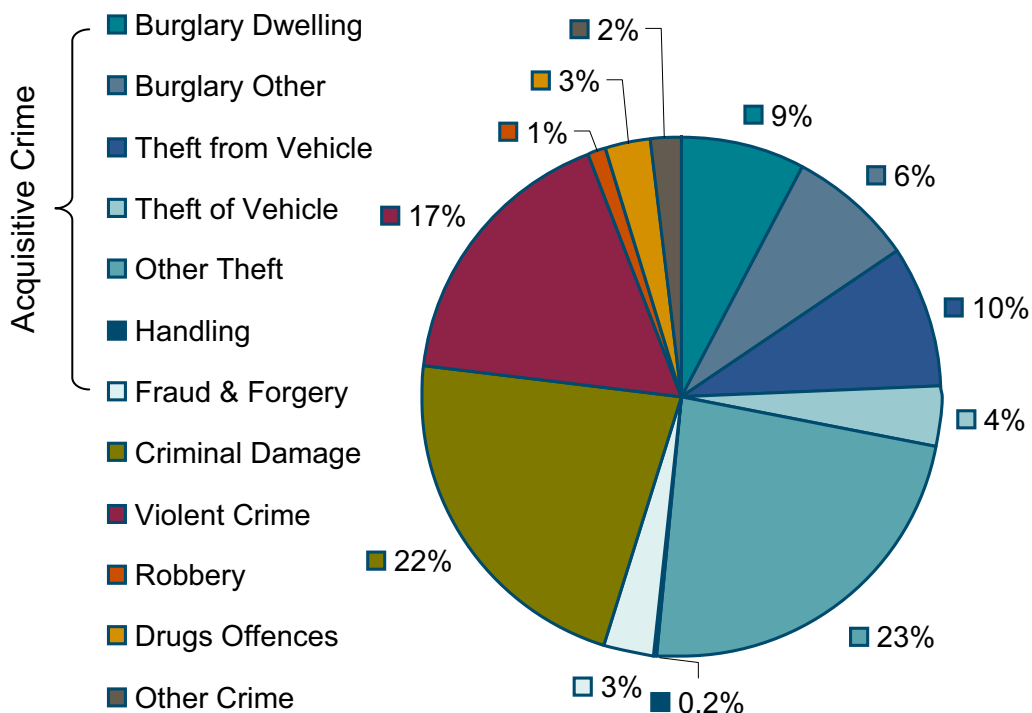
The Safer Leeds Strategy identifies five priorities for the period from 2005 to 2008, these are:

- **Acquisitive Crime**
Aim: To reduce acquisitive crime and opportunities for offending.
- **Anti-Social Behaviour and Environmental Crime**
Aim: To reduce anti-social behaviour and improve the local environment.
- **Drugs**
Aim: To reduce drug availability and minimise the harm caused by drugs.
- **Reassurance**
Aim: To improve public reassurance and help prevent crime.
- **Violent Crime**
Aim: To reduce the level and impact of violent crime, particularly domestic violence, hate crime and alcohol related violence.

Crime in Leeds 2006/07

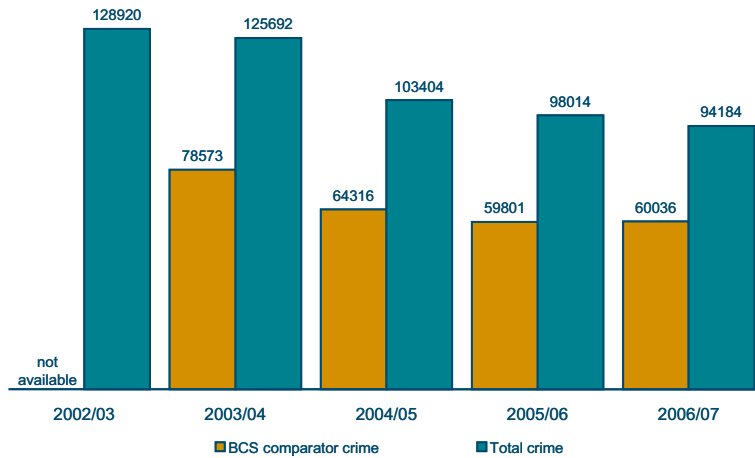
- More than half the offences recorded by the police are *acquisitive crimes*, but fewer than one in ten offences are burglary dwelling.
- More than one in five offences recorded by the police are *environmental crimes* (criminal damage).
- Fewer than one in six offences recorded to the police are *violent crimes* (violence against the person and disorder).

Recorded Crime in Leeds by Offence Type 2006/07



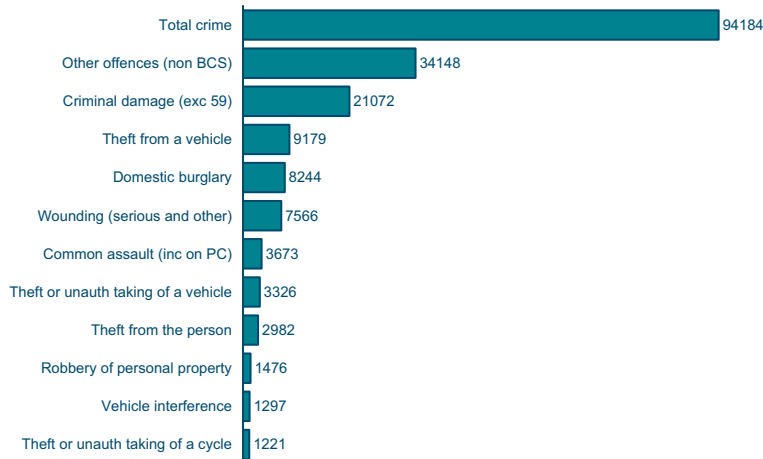
Crime in Leeds 2006/07

Crime Trends in Leeds 2002/03 to 2006/07

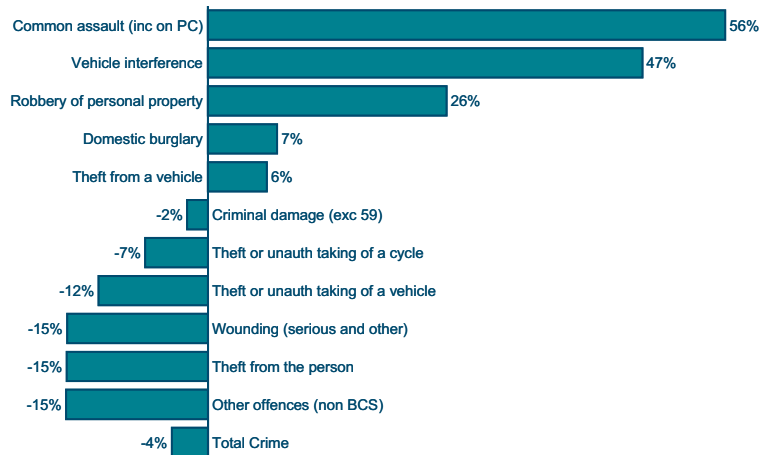


In Leeds, the police recorded 94,184 crimes in 2006/07, 3,830 fewer offences than in 2005/06; this is a 4% reduction in offences compared to a 2% reduction in England and Wales during the same period.

Recorded Crime in Leeds 2006/07



Change in Recorded Crime in Leeds 2006/07



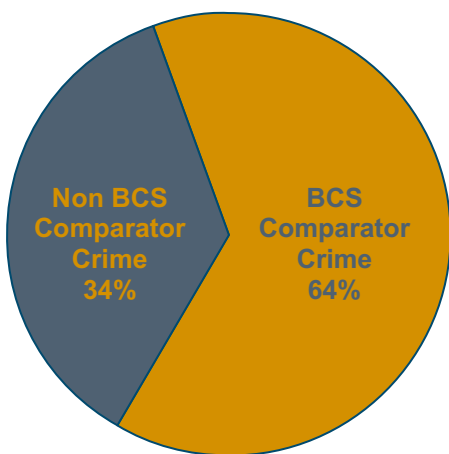
A number of crime types showed fewer offences in 2006/07 than in 2005/06, particularly theft of vehicles, wounding and theft from the person. However, some crime types had more offences recorded in 2006/07 than in 2005/06, most significantly vehicle interference and common assault. The large increase in the common assault was due to new police powers for this offence.

PSA1 Performance in Leeds

PSA1 is a Public Service Agreement containing the crime reduction targets that the police, local authority and CDRP must achieve by March 2008. The PSA1 target measures BCS (British Crime Survey) comparator crime against the level recorded in 2003/04. The PSA1 target for England and Wales is that by March 2008, BCS comparator crime must fall by 15% from the level recorded in 2003/04. However, high crime areas have PSA1 targets that are more demanding, with the requirement that BCS comparator crime must fall by at least 20%. To improve the situation in Leeds, West Yorkshire Police and Safer Leeds set a very ambitious PSA1 target of 35%, much higher than the minimum 20% reduction. As PSA1 runs for three years from April 2005 to March 2008, there are annual targets to monitor progress towards the overall target of 35%, in 2006/07 the PSA1 target for Leeds was 25%.

The government uses police recorded crime and the British Crime Survey to measure crime. The British Crime Survey (BCS) questions individuals about the crime they have experienced in the last year. The survey includes crimes *not reported* to the police, but it only covers crime personal crime and not commercial crime. However, information from the BCS is not available at a local level, so to allow comparisons with the British Crime Survey, PSA1 uses a sub-set of police recorded crime, looking at only those offences covered by the BCS.

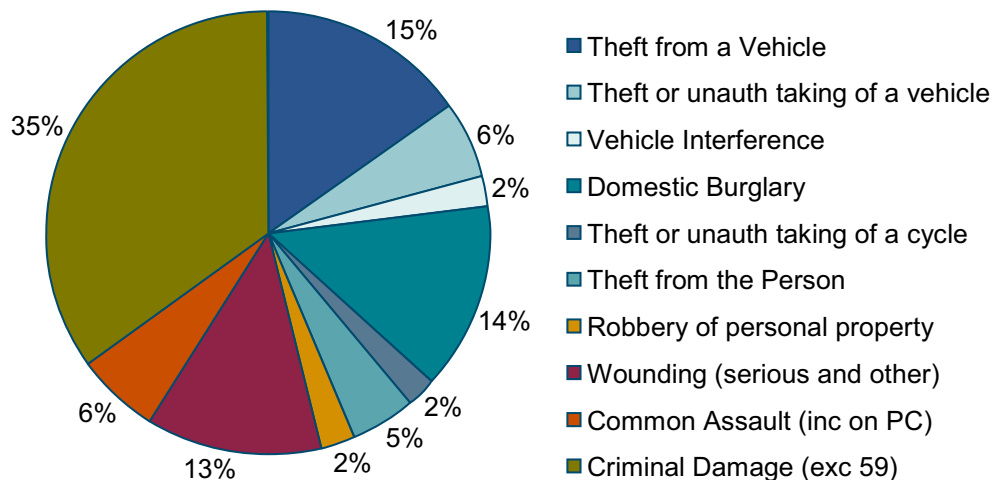
Recorded Crime in Leeds 2006/07



Police recorded crime statistics cover the crimes recorded by the police that the public have reported to them.

BCS comparator crime looks at a sub-set of police recorded crime.

BCS Comparator Crime in Leeds 2006/07

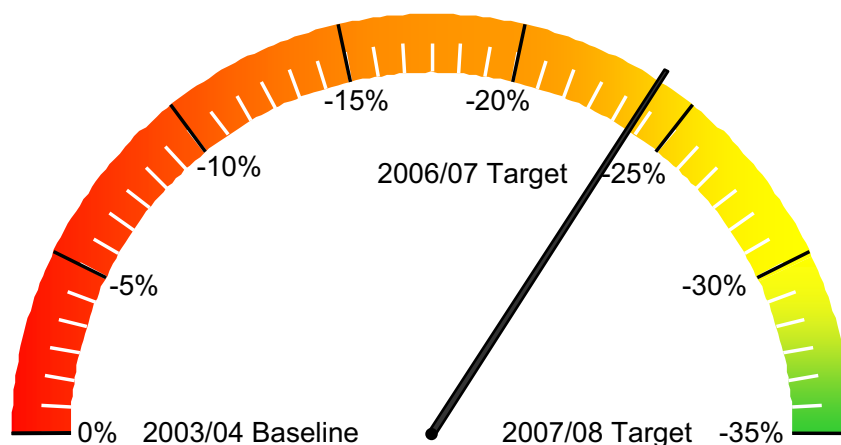


PSA1 Performance in Leeds

In 2006/07, Safer Leeds had a PSA1 target to reduce BCS comparator crime by 25% from the 2003/04 baseline.

In 2003/04, there were 78,573 BCS comparator crimes, this fell to 60,036 BCS comparator crimes in 2006/07 a reduction of 18,537 offences (24%) from the 2003/04 baseline.

Reduction in BCS Comparator Crime from 2003/04 Baseline



Leeds PSA 1 Performance 2006/07

What Leeds Residents think about Crime and Disorder

In 2006/07, a survey of 2,000 residents, undertaken by Leeds City Council, revealed that:

- 78% of residents felt safe when walking alone in their area during the daytime.
- 31% of residents felt safe when walking alone in their area after dark.
- 11% of residents felt that drunkenness and rowdiness was a very big problem.
- 31% of residents believed that people using or dealing drugs was a very big problem.
- 47% of residents felt that vandalism, graffiti and other deliberate damage to property or vehicles was a very big problem.

The methods used to conduct the 2006/07 survey changed from previous surveys, therefore direct comparison of the results from 2006/07 with previous years may not give an accurate representation of residents' perceptions.

Delivering the Safer Leeds Strategy

Safer Leeds supports and commissions a variety of activities to help reduce crime and disorder in Leeds. These are just some of the things Safer Leeds did to help deliver its strategy in 2006/07.

Reducing acquisitive crime and the fear of crime through prevention activities, visible street security and publicity

- Safer Leeds target hardened 2,914 properties and installed 80 alley gates in locations across the city.
- Safer Leeds repeated a successful crime prevention campaign with students, distributed information to people in the city centre and attended community events.
- Twenty car parks in Leeds now meet the Safer Car Parks standard.

Reducing anti-social behaviour and improving local environments

- Leeds became a 'Respect' area, with more resources made available for family support and increased emphasis on enforcement activity to tackle anti-social behaviour. Respect areas will be able to adopt the Respect Housing Standard.
- We have introduced Parenting Pathfinder Programmes aimed at 8-13 year olds, with an 'expert practitioner' to share good practice.
- Safer Leeds worked with partners to deliver 28 multi-agency operations, making communities safer and reducing anti-social behaviour.

Reducing drug availability and minimising the harm caused by drug misuse

- To ensure that drug services meet the Drugs and Alcohol National Occupational Standards (DANOS) requirements by 2008, Safer Leeds has implemented a workforce development programme for non-professionally trained staff.
- Drug Intervention Programme provides a new service, for persistent and prolific offenders who misuse drugs, with two clinics per week.
- New measures mean that prostitutes are fast-tracked into drug treatment services.
- The Alcohol Strategy for Leeds will address the specific problems caused by alcohol misuse in Leeds.

Reducing the level and impact of violent crime, particularly domestic violence, hate crime, robbery and alcohol-related violence

- The Tackling Violent Crime Plan (2006/07), delivered through a multi-agency task group, contributed to the 17% reduction in violent crime in Leeds city-centre.
- A taxi marshalling scheme and night-bus services ran throughout the festive season to help people travel home safely at the end of a night out in Leeds city centre. The taxi marshalling scheme covered four sites in the city centre and there were no violent assaults at any of the marshalled sites during the period. 690 passengers used the night bus service.
- A 'sanctuary' scheme to help victims of domestic violence stay in their own homes began in July 2006, with 174 installations receiving approval by the end of March 2007.
- Three Multi-Agency Risk Assessment Conferences (MARACs), one per police division, meet on a monthly basis. MARACs provide a structured forum for the sharing of information, risk assessment and safety planning in cases of domestic abuse and ensure adequate appropriate support is available to the victim and any dependants.
- Safer Leeds established the Strategic Hate Incident Group (SHIG) to increase the reporting of hate crimes, improve service responses to hate crime and develop preventative activities.

Performance against Safer Leeds Strategy Targets

Priority 1 – Acquisitive Crime		
Measurements of Success for 2006/07	Target	Outcome
To reduce the rate per 1000 households of recorded domestic burglary	23.3	25.4
To reduce the rate per 1000 population of recorded theft from motor vehicles	11.7	12.7
To reduce the rate per 1000 population of recorded theft of motor vehicles	5.1	4.6
Priority 2 – Anti-Social Behaviour and Environmental Crime		
Measurements of Success for 2006/07	Target	Outcome
To reduce the level of recorded criminal damage	27.2	29.4
To reduce the number of people begging in the city centre	25	5
To reduce the number of people sleeping rough	10	not available
To increase the number of Acceptable Behaviour Contracts, with young people, supported by an intervention	120	76
Priority 3 – Drugs		
Measurements of Success for 2006/07	Target	Outcome
To increase the number per 1000 population of drug users (aged 15-44) in treatment from 2004/05 baseline	8.20	11.60
To increase the % of drug users retained in treatment at 12 weeks	80%	79%
To reduce the number of deaths related to illicit drug use	23	18*
*Provisional result – still awaiting inquest verdicts from Coroner		
Priority 4 – Reassurance		
Measurements of Success for 2006/07	Target	Outcome
Reduce the fear of crime, measured by:		
a) Increase the % of residents who feel safe walking alone in their area during the day	94%	78%
b) Increase the % of residents who feel safe walking alone in their area after dark	54%	31%
c) Reduce the % of residents who feel drunkenness & rowdiness is a very big problem	28%	11%
d) Reduce the % of residents who believe that people using or dealing drugs is a very big problem	28%	31%
Reduce the % of residents who feel that:		
e) Vandalism, graffiti and other deliberate damage to property and vehicles is a very big problem in their area	32%	47%
f) ASB has got worse in the past 12 months	44%	not available
Priority 5 – Violent Crime		
Measurements of Success for 2006/07	Target	Outcome
To reduce the rate per 1000 population of recorded violent crime	23.6	23.8
To reduce the rate per 1000 population of recorded robbery	1.8	2.3
To reduce the rate per 1000 population of recorded common assault	3.1	5.1
To reduce the rate per 1000 population of recorded wounding (serious and other)	11.7	10.5
Excellent Performance	Progress Made	Weak Performance

Overall, Safer Leeds has made some progress in all the priority themes.

Delivering the Safer Leeds Strategy in 2007/08

Safer Leeds will continue to concentrate on the five priority themes and commission services and activities to reduce crime and disorder. Safer Leeds will also play a significant role in delivering Operation Champion; Face the People and Anti-Social Behaviour Roadshows.

Operation Champion

Operation Champion is a programme of coordinated “days of action”, building on the good work already happening in Leeds to reduce crime, disorder and the fear of crime. Similar initiatives have run in other parts of the country and these areas have seen marked reductions in crime and disorder. Operation Champion is a multi-agency initiative involving a wide range of partners including Leeds City Council, West Yorkshire Police West Yorkshire Fire and Rescue Service and many others. Partners will take part in a wide range of activities and action to tackle crime and grime, including enforcement action, litter and graffiti removal along with crime prevention and fire safety advice.

Operation Champion will run as a rolling programme across the City throughout the 2007, 26 operations will run between April and December 2007 (four operations ran in 2007 before April).

Face the People

The findings of the Crime and Disorder Act review require CDRPs to hold regular Face the People sessions. Face the People sessions will involve senior representatives of agencies including the police and local councils meeting members of the public and the local media in the community, using locations like shopping centres and community centre or leisure centres. Face the People sessions in Leeds will begin in October 2007 with a high profile citywide event.

Anti-Social Behaviour Roadshows

Anti-social Behaviour Roadshows will showcase the work of the Anti-Social Behaviour Unit, the first event is planned to take place in the autumn of 2007. Members of the public will be able to meet staff from the ASBU and hear about the work they have done to improve the lives of people living in the city and find out what they can do to make their community a better place to live, work or visit.

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Originator: Sharon Winfield

Tel: 24 74707

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 19th September 2007

Subject: Recommendation Tracking

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 Last year Overview and Scrutiny Committee agreed to adopt a new, more formal system of recommendation tracking, to ensure that scrutiny recommendations were more rigorously followed through.
- 1.2 As a result, each board will receive a quarterly report, coinciding with the quarterly presentation of performance information. This will allow the board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The board will then be able to take further action as appropriate. Monitoring of recommendations relating to Anti-social Behaviour and Affordable Housing were received at July's meeting and will therefore be submitted in the next round of monitoring.
- 1.3 A standard set of criteria has been produced to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 1.5 In deciding whether to undertake any further work, members will need to consider the balance of the board's work programme.

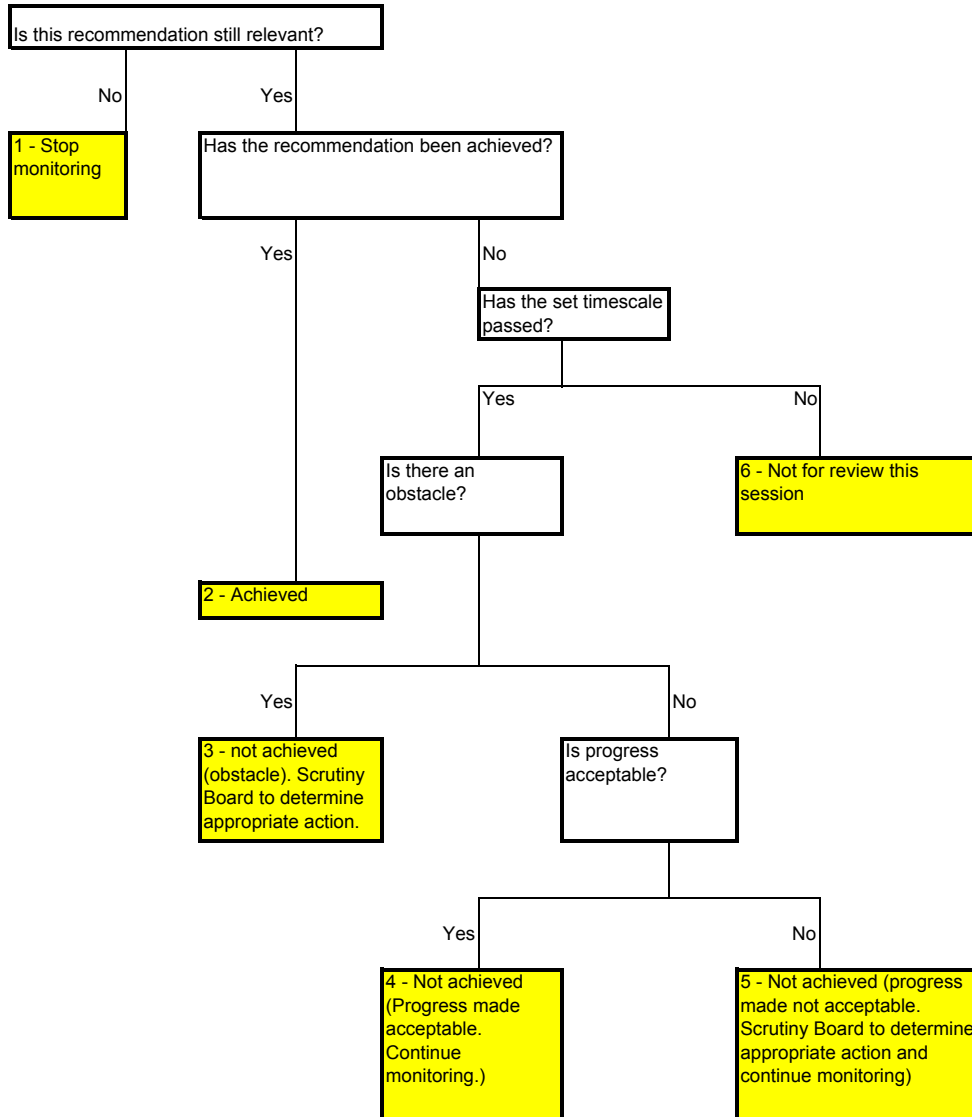
2.0 Next Steps

- 2.1 In October the Overview and Scrutiny Committee will receive a composite report which draws together any issues raised by each of the Scrutiny Boards during the recommendation tracking process, and decide any appropriate action.
- 2.2 The next cycle of quarterly recommendation tracking reports will be presented to Scrutiny Boards in November, enabling the Board to judge progress against outstanding recommendations.

3.0 Recommendation

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

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



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Scrutiny Board (Environment and Neighbourhoods)

Recommendation Monitoring: Grass Cutting Inquiry (2005)

Recommendation	Update	Status
<p>RECOMMENDATION 1</p> <p>That the senior project officer, the project manager and project boards do not disband until the project board is satisfied that the contract or new service arrangements are established and running satisfactorily, in order to provide a co-ordinating body dealing with issues, risks and contingencies up to, and beyond, the start of the contract or the establishment of new service delivery arrangements.</p>	<p>A grounds Maintenance Contract Review Board has been established and will continue to operate until any future contracts are awarded, set up and operating.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 2</p> <p>That CMT discuss the monitoring arrangements for this contract to ensure that there is agreement on where this function should lie.</p>	<p>The responsibility for monitoring the Grounds Maintenance Contract has been clearly defined and agreed. Streetscene Services monitor the highways grass verges, shrub beds on behalf of Highways Services.</p>	<p>Ongoing</p>

<p>RECOMMENDATION 3</p> <p>That projects involved in procuring services ensure that specifications and any proposed variations are costed simultaneously to prevent the need for the re-submission of tenders.</p>	<p>Each ALMO is responsible for monitoring all services within their respective areas.</p> <p>City Services accepted the recommendation and will ensure that the approach is adopted in the future Grounds Maintenance Contract specification.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 4</p> <p>That any future Streetscene Grounds Maintenance contracts are awarded well ahead of the growing season, so as to ensure the Contractor has sufficient time to mobilise.</p>	<p>City Services supports the recommendation and will ensure that the approach is adopted in all future contracts.</p>	<p>Rough cut, sight line, 'In Bloom' routes and motorway junction work is currently out to tender. The procurement timetable will ensure contract award 3 months ahead of grass cutting season.</p>
<p>RECOMMENDATION 5</p> <p>That risk assessments for seasonal contracts should identify a cut off point by which time the contract should be awarded for the effective delivery of the service. Where this is unachievable, the award should be deferred.</p>	<p>City Services accepts the recommendation and will ensure that in future an evaluation of timelines of the award process is included in the risk management matrix.</p>	<p>The Project Board has established a risk register for both the interim contract and extending the review date of existing contract. The principle will be used when the main Grounds Maintenance is re-tendered.</p>

<p>RECOMMENDATION 6</p> <p>That a mechanism is established to identify high and low risk projects and to formalise the necessary reporting of issues to CMT.</p>	<p>City Services accepts this recommendation.</p>	<p>The process has been agreed with CPU and high risk issues have been reported to CMT e.g. the decision to extend the contract review date.</p>
<p>RECOMMENDATION 7</p> <p>We recommend that training takes place or information is disseminated to ensure that the term 'letter of intent' and other specialist procurement terminology is used correctly</p>	<p>City Services accepts this recommendation.</p>	<p>Representatives from CPU are now key members of the Grounds Maintenance Contract Review Board and the Grounds Maintenance Contract Review Team to ensure procedures are adhered to and terminology is understood.</p>
<p>RECOMMENDATION 8</p> <p>That the Corporate Procurement Unit develop and establish the improvement measures identified as part of the review of the Streetscene Grounds Maintenance project, particularly regarding the roles and responsibilities and project management tools in place, the reporting process, the remit of the project board, costing the specification and the time</p>	<p>City Services supports this recommendation.</p>	<p>Representatives from CPU are now key members of the Grounds Maintenance Contract Review Board and the Grounds Maintenance Contract Review Team to ensure procedures are adhered to and terminology is understood.</p> <p>All Board and Review Team minutes are recorded as well as Client/Contractor Operational and performance review meetings.</p>

<p>allocated to the stages of procurement. We also recommend procedures are introduced to ensure all meetings throughout the process are minuted.</p>		
<p>RECOMMENDATION 9</p> <p>That as part of the project management process for high profile or high risk contracts or new service delivery arrangements adequate contingency plans are put in place.</p>	<p>City Services supports this recommendation and will ensure that the approach is adopted in all future contracts.</p>	<p>The risk assessment process has been used to identify the issue with the interim contract.</p> <p>Ongoing</p>
<p>RECOMMENDATION 10</p> <p>That where a high profile project is experiencing any difficulties or risks that might influence the awarding of a contract or the delivery of new service arrangements, the relevant Executive Board Member is briefed by the chair of the project board at the earliest possible stage. To complement this we recommend that guidelines are drawn up outlining the appropriate stages</p>	<p>The Executive Member has a regular (4 weekly) briefing session with Streetscene Officers and an update about the grounds maintenance contract is given there. In addition the Executive Member is kept informed and involved with any major issues relating to the Grounds Maintenance Contract.</p>	<p>The Grounds Maintenance Contract was also subject to Scrutiny Board enquiry in 2006.</p>

<p>at which Members should be briefed.</p>		
<p>RECOMMENDATION 11</p> <p>That the current risk assessment methodology is reviewed to ensure that issues identified in this inquiry are incorporated and to ensure that a rolling risk register is always adopted for projects.</p>	<p>The corporate risk assessment and risk register methodology is adhered to.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 12</p> <p>That the risk assessment process ensures that the option of a phased approach to a contract is considered.</p>	<p>City Services accepts the recommendation.</p>	<p>The current risk register reflects this e.g. Interim Contract demonstrates phased approach.</p>
<p>RECOMMENDATION 13</p> <p>That work continues on the database held by Parks and Countryside to ensure that data is up to date and correctly attributed. We also recommend that where a similar contract is let in the future issues around data are resolved and checked before the specification is agreed and is given to the</p>	<p>Streetscene Services has now transferred all of the grounds maintenance information from Parks & Countryside onto its own independent GIS system.</p>	<p>This system is now maintained and updated by Streetscene Services.</p>

<p>Contractor / service deliverer in a usable form.</p>		
<p>RECOMMENDATION 14</p> <p>We recommend that City Services and Parks and Countryside work alongside Ward Members in identifying privately owned land erroneously on the cutting schedule and that the owners are contacted to take over maintenance. We also recommend that this exercise also identifies land which should be on the schedule and is currently not being cut.</p>	<p>Streetscene Services has now transferred all of the grounds maintenance information from Parks & Countryside onto its own independent GIS system.</p>	<p>This system is now maintained and updated by Streetscene Services.</p>
<p>RECOMMENDATION 15</p> <p>We recommend that City Services establishes what is required for the 'In Bloom' routes and ensures that appropriate arrangements are made for next year.</p>	<p>The 'In Bloom' routes have been maintained by a sub contractor for the past 2 seasons.</p>	<p>The 'In Bloom' work has been varied out of the main contract and currently out to tender as part of an interim contract. The specification for In Bloom work has been enhanced.</p>
<p>RECOMMENDATION 16</p> <p>That City Services, as the monitoring department,</p>	<p>City Services continues to provide the Contract Administration function for the</p>	<p>City Services provides the Contract Administration function for the main</p>

<p>continues to closely monitor the performance of the Contractor particularly with regard to shrub maintenance and verge contingencies being developed by both the Council and the Contractor for the start of the next cutting season.</p>	<p>Grounds Maintenance Contract.</p>	<p>contract and will also provide it for the interim contract. Service monitoring remains with the ALMO's and Streetscene. See Recommendation 2.</p>
<p>RECOMMENDATION 17</p> <p>That City Services (in consultation with the Executive Board Member) consider the possibility of a winter cut this year and an earlier Spring cut next year and that where appropriate this is included within the budget discussions, whilst ensuring that the specification has been fully met.</p>	<p>The principle of additional winter cuts has been agreed and included in budgets i.e. Highways Services and ALMO's.</p>	<p>The delivery of the additional cuts is decided year on year in consultation with the ALMO's, Highways Services and the Contractor. Seasonal variations determine the most appropriate timing and frequency of the additional cuts.</p>
<p>RECOMMENDATION 18</p> <p>That induction arrangements are regarded as a priority when handing over a service to a new delivering body, internally or externally to the Council.</p>	<p>City Services accepts this recommendation and will ensure that it is fully implemented in future contracts.</p>	<p>Ongoing</p>

<p>RECOMMENDATION 19</p> <p>That City Services review the arrangements around weed control to ensure that any issues are resolved for next year.</p> <p>RECOMMENDATION 20</p> <p>That City Services develop and arrangement with the Contractor to allow direct access for Ward Members to the service provider, whilst continuing the appropriate performance monitoring.</p>	<p>The management of the weed spraying contract remains with Parks & Countryside.</p>	<p>A new contract was awarded in June 2007 and City Services have been kept updated.</p>
<p>RECOMMENDATION 20</p> <p>That City Services develop and arrangement with the Contractor to allow direct access for Ward Members to the service provider, whilst continuing the appropriate performance monitoring.</p>	<p>City Services are the Contract Administrators for the Grounds Maintenance Contract and continue to provide an effective interface between Elected Members and the contractor.</p>	<p>This arrangement appears to work effectively. The Contractor is actively encouraged to attend council/public meetings along with City Services Officers to provide information.</p>

Scrutiny Board (Environment and Neighbourhoods)

Monitoring of recommendations: Inquiry into Bulky Waste Collections (2005)

Recommendation	Update	Status
<p>RECOMMENDATION 1</p> <p>That the department makes it clear and explicit to residents where and how bulky items need to be presented in order to avoid confusion for the operatives and the public. We also recommend that the department develop a method of identifying items for disposal, particularly in cases where a ‘pull out’ service is required.</p>	<ul style="list-style-type: none"> • Clear instructions given by call centre staff when bulky collection requested. • Details on the internet. • Regarding Headingley ‘Exodus’ separate letter sent to student residents detailing the service. • Consider putting aa information in future household information packs. 	<p>Ongoing</p>
<p>RECOMMENDATION 2</p> <p>That the department have a clear strategy to communicate with residents what constitutes trade waste (including arrangements for house clearances) and under what circumstances residents and the business community can be expected to be charged for the service.</p>	<ul style="list-style-type: none"> • Clear guidelines given by call centre staff, re: what can & can not be taken. Looking at possibility of providing information by e-mail or hard copy to residents address if required. • Clear details of what can be taken by the service on the internet. 	<p>Ongoing</p>

<p>RECOMMENDATION 3</p> <p>That the department establishes a clearly communicated procedure for missed collections.</p>	<p>More work needs to be done here to ensure missed collections are re-booked and householders notified.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 4</p> <p>That the department undertake a thorough education campaign for Councillors, ALMO staff and members of the public with regard to what is hazardous waste and who to contact for its disposal.</p>	<p>Needs further work. City Services are in the process of formalising the arrangements for the collection and disposal of hazardous waste.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 5</p> <p>That the department seek the views of users of the bulky items collection service in such a way as to provide baseline customer satisfaction information to compare performance year on year.</p>	<p>Changes have been made in response to customer feedback . Customer feedback through the Env. Call Centre is used to ensure service issues are dealt with.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 6</p> <p>That the department develop key indicators which show the types of waste being collected and</p>	<p>Waste is recorded by type but as no weighing facilities at Household Waste Sorting Site difficult to accurately</p>	<p>Ongoing</p>

<p>their disposal to ascertain the percentage of bulky waste being recycled or going to landfill.</p>	<p>identifying recycling levels.</p>	
<p>RECOMMENDATION 7</p> <p>That the department review the new bulky items collection arrangements after a 6 month period and report back to the Board.</p>	<p>The new arrangement was reviewed and the outcome was to revert back to the booking system but retaining the 13 collections per year.</p>	<p>Completed</p>
<p>RECOMMENDATION 8</p> <p>That the department further develop initiatives which link the bulky items collection service with the recycling policy, such as liaising with voluntary furniture stores. We also recommend that the department seeks ways of establishing partnerships with other areas of the voluntary sector which may provide an avenue to recycle and re-use materials, in consultation with Area Committees.</p>	<p>Discussions with the voluntary sector have started. Positive discussions through the Voluntary and Community Sector Recycling Credit Scheme. Some capacity building is needed with individual groups to get to the point where they could collect on behalf of L.C.C.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 9</p> <p>That the department look for</p>	<p>Exploring the possibility of developing a</p>	<p>Ongoing</p>

<p>further income generation schemes in terms of recycling and re-use.</p>	<p>re-use shop as part of the East Leeds Household Waste Sorting Site redevelopment.</p>	
<p>RECOMMENDATION 10</p> <p>That the department consider the use of the internet in accessing the service both in terms of information and in requesting a service.</p>	<ul style="list-style-type: none"> • Internal booking currently being developed. • SMS Texting trial recently concluded with positive results. 	<p>Ongoing</p>
<p>RECOMMENDATION 11</p> <p>That the department investigate and discuss the following options as a basis of finding a solution to the issue of charging ALMOs for disposal of bulky items:</p> <p>That the department establish whether it would be possible to define ALMOs as agents of the department when collecting and disposing of bulky items.</p> <p>That the department, in conjunction with the Strategic Landlord and ALMOs, investigate the possibility of ‘top slicing’ the management fee</p>	<p>ALMO's not charged for the disposal of bulky items if collected by City Services.</p> <p>Last advice from EA was that this would not be possible.</p> <p>The collection of bulky household items is collected by City Services is free.</p> <p>Any other type of waste collected by the ALMO's would be non domestic and</p>	<p>No progress</p>

<p>allocated to ALMOs to provide an annual payment to the City Services department, together with a service level agreement which allowed a defined number of free visits to disposal sites for ALMO operatives.</p>	<p>therefore chargeable.</p>	
<p>RECOMMENDATION 12</p> <p>That the department reinforce the relationship with the caretakers of multi-storey accommodation to encourage them to request the collection service in good time and to help manage how bulky items are presented where there is an issue of health and safety.</p>	<p>Current arrangements appear to work well.</p>	<p>Ongoing</p>
<p>RECOMMENDATION 13</p> <p>That the department considers its service to multi-storey accommodation and how it might encourage residents to make full use of the bulky item collection service provided by City Services.</p>	<p>The bulky item collection service for multi storey properties appears to be working.</p>	<p>Ongoing</p>

<p>RECOMMENDATION 14</p> <p>That the department seek clarification from the ALMOs as to their preferred approach to the collection of flytipped waste, establishing clearly what is the department's responsibility and what is the ALMOs' responsibility when dealing with flytipped waste.</p>	<p>The ALMO's currently collect fly-tipped/dumped rubbish from their land and dispose through external waste disposal contractor. City Services are not involved in this process.</p>	<p>Completed.</p>
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Scrutiny Board (Environments and Neighbourhoods)

Monitoring of recommendations: Inquiry into Recycling (2005)

Recommendation	Update	status
<p>RECOMMENDATION 1</p> <p>That the department bring a report to the Scrutiny Board to assess the feasibility and implications of implementing a fortnightly collection of black and green bins.</p> <p>That the department channel any potential savings from this scheme into education and enforcement work.</p>	<p>An appraisal of a range of options for recycling collections has been undertaken. Each option has been modelled in order to gauge the effect on the recycling and composting rate and the cost to the Authority. This appraisal will inform the budget setting process and underpin the future strategy for refuse collection in Leeds. The report will be presented to the Executive Board and the Scrutiny Board in September.</p> <p>The recycling enhancements proposed do not offer any potential savings however the costs presented include additional resources to support roll out of collections with additional education and awareness.</p>	<p>Closed</p>
<p>RECOMMENDATION 2</p> <p>That the department continue to increase recycling measures in the city in order to achieve the LPSA target of 22.7% this year, and increase rates further in</p>	<p>The Council's recycling rate at July 2007 is 26%</p>	<p>Closed</p>

<p>future, through the following measures:</p> <ul style="list-style-type: none"> • roll out the green bag recycling scheme to those properties not suitable for green wheellie bins as soon as possible. • aim to include glass in the SORT recycling scheme as part of the long term Innovative Recycling Contract, and identify funds in order to do this. • Investigate sources of funding for the collection of recyclables from high rise flats, e.g. from the ALMOs, when the DEFRA grant is no longer available, and aim to increase the rate of recycling in these properties through increased education and awareness measures. • Continue to recycle street arisings and leaf fall and report back to the Scrutiny Board on completion of the pilot, including success of the pilots, lessons learned, and costs. Introduce the successful 	<p>Green bags and bins continued to be rolled out to properties not currently on the scheme. Over 90% now of households have access to the scheme.</p> <p>See recommendation 1 above</p>	
	<p>The current recycling service provided to flats is contained in base budgets and further expansion will need to be funded by the Council. This will be considered as part of the roll out of enhanced recycling services across the City.</p>	
	<p>LCC continues to recycle street arisings and leaf fall through composting contractors</p>	

<p>elements of the schemes into the mainstream recycling measures.</p> <ul style="list-style-type: none"> • Continue to investigate other types of materials which can be recycled and aim to provide appropriate recycling facilities for Leeds residents. • Continue to promote home composting. • Investigate the feasibility and cost effectiveness of either providing free home composters or a garden waste collection service, in order to divert biodegradable waste from landfill. • Introduce the new recycling litter bins across the city as soon as possible and monitor their contents, taking appropriate education, awareness and enforcement action where necessary to ensure that they are used in the correct manner, aiming to increase the amount of waste recycled year on year. 	<p>Officers continue to explore any opportunities to expand the range of materials collected. The proposed enhancements to recycling collections detailed at recommendation 1 include offering the potential to recycle a number of additional waste streams at the kerbside.</p> <p>A subsidised home composting campaign is being run in conjunction with WRAP.</p> <p>Research shows that participation/ownership improves if a minimal charge is made for composters. Purchasers have a vested interest in using the product.</p> <p>Recycling litter bins have been introduced across the City and this issue is now dealt with by the Council's litter bin strategy.</p>	
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<p>RECOMMENDATION 3</p> <p>That the department develop partnerships with the ALMOs (with the appropriate financial contribution from the ALMOS) to develop innovative ways to encourage ALMO residents to recycle as much as possible. In addition the department should work with private landlords, registered social landlords and all tenures to improve recycling levels.</p>	<p>Some work has been carried out with the ALMOs to develop partnerships, and this will continue following the ALMO restructure. City Services continue to work with the Accredited Landlord Scheme to address waste issues.</p>	<p>Closed</p>
<p>RECOMMENDATION 4</p> <p>That the department investigate and introduce innovative ways of encouraging residents in areas with low recycling levels to recycle more, and assess the feasibility and implications of different financial measures for increasing recycling levels within the current legal framework.</p>	<p>LCC piloted recycling incentive schemes in 2 areas of the City. Success was limited and not cost effective.</p>	<p>Closed</p>
<p>RECOMMENDATION 5</p> <p>That the department develop a</p>	<p>WEEE recycling has been introduced at household</p>	<p>Closed</p>

<p>strategy for dealing with waste electrical and electronic equipment, in line with the Waste Electrical and Electronic Equipment Directive and Central Government guidance on producer responsibility once the Central Government guidance has been finalised. We also recommend that the department does not accept any costs that are the responsibility of the producer.</p>	<p>waste sorting sites, and the Council was short listed for an award in this area at the National Recycling Awards. Government regulations to implement 'producer responsibility' come into effect on 1st July 2007. All the Council's Household Waste Sorting Sites are registered as designated collection points and a producer compliance scheme has been selected. WEEE is now dealt with at no cost to the Council.</p>	
<p>RECOMMENDATION 6</p> <p>That the department provide a report to the Scrutiny Board on the feasibility and value for money of increasing the number of Education and Awareness officers and the corresponding increase in costs, against the potential increase in recycling rates.</p>	<p>The Education and Awareness budget has been increased. Further increases are also proposed to support the suggested service developments. Services in this area are provided through a mix of In house awareness officers, private contractors and community and voluntary sector partners.</p>	<p>Closed</p>
<p>RECOMMENDATION 7</p> <p>That the department continue to work with schools, increasing the number of schools involved in education schemes, to encourage waste reduction and recycling. We also recommend that the</p>	<p>The Department continues to work with BCTV and Groundwork to deliver the 'SORT IT' schools campaign. This initiative, which is part funded; by CRED, comes to an end in March 2008 and is currently being reviewed by a board including LCC, Education Leeds, BCTV, Groundwork, the</p>	<p>Closed</p>

<p>department involves voluntary agencies, such as BCTV and ENCAMS in work with schools as much as possible, making use of their expertise and funding.</p> <p>That the department seek funding, if possible within the legal framework, from Education Leeds for work with schools on recycling and waste management.</p>	<p>Community Recycling Network and Resource Futures with a view to designing a revised scheme to commence in April 2008</p>	
<p>RECOMMENDATION 8</p> <p>That the department involve the media as much as possible in informing the public on what materials can be recycled through the SORT collection and at Household Waste Sorting sites.</p>	<p>The 'Recycle Me' campaign was designed to focus on what should go into green bins. This used a variety of methods to deliver the message including various media.</p>	<p>Closed</p>
<p>RECOMMENDATION 9</p> <p>That the department bring a report to the Scrutiny Board on the success of Recycling Week and the lessons learned from this.</p>	<p>Formal evaluation of the 'Big Recycle' 2006 now completed.</p>	<p>Closed</p>
<p>RECOMMENDATION 10</p> <p>That the department introduce measures to educate residents of</p>	<p>Information is provided to residents on LCC website and leaflets were made available at HWSS.</p>	<p>Closed</p>

<p>Leads on what constitutes hazardous waste and how to dispose of it.</p>		
<p>RECOMMENDATION 11</p> <p>That the department place extra emphasis on educating residents about disposal of garden waste at the Household Waste Sorting Sites and collection of garden waste through the bulky waste collection service, in order to reduce contamination in the green SORT bins.</p>	<p>Press releases are put out seasonally to promote the use of HWS for garden waste. The Bulky Collection Service is only promoted where people are unable to transport their green waste. The 'Recycle Me' campaign highlighted what constitutes contamination and the most recent composition analysis show a substantial reduction in garden waste contamination.</p>	<p>Closed</p>
<p>RECOMMENDATION 12</p> <p>That the department liaise with the Development department to promote and support more sustainable management of waste generated by Councillors as a result of their representative duties, in line with the new trade waste contract.</p>	<p>Development Department have appointed an officer to promote and manage trade waste contract.</p>	<p>Closed</p>
<p>RECOMMENDATION 13</p> <p>That the department develop a strategy to determine the future of</p>	<p>The impact of service developments on bring sites will be monitored and appropriate action will be</p>	<p>Closed</p>

<p>Bring Sites.</p>	<p>considered. There will always be a role for bring sites particularly in areas not suitable for the full range of kerbside recycling.</p>	
<p>RECOMMENDATION 14</p> <p>That the department redevelops those Household Waste Sorting Sites that are as yet undeveloped as funds become available, in order to improve the facilities available and encourage people to recycle as much as possible.</p>	<p>The redevelopment of East Leeds Household Waste Sorting site is planned to commence Autumn 2007 and complete Autumn 2008. The need to redevelop a further 2 sites has been identified, but funding has not yet been secured.</p>	<p>Closed</p>
<p>RECOMMENDATION 15</p> <p>That the department introduce measures to educate residents of Leeds on waste minimisation measures, using materials such as the Local Government Association's 'Ten Easy Ways to Prevent Waste' booklet.</p>	<p>Information is provided on the Council's website and home composters and real nappies are actively promoted. Other initiatives such as a reuse fashion show are also planned. An information pack going out to householders in November, will include information on minimisation.</p>	<p>Closed</p>
<p>RECOMMENDATION 16</p> <p>That the Council continues to support the real nappy campaign.</p>	<p>The Council has introduced a scheme offering free trial packs or money back on real nappies.</p>	<p>Closed</p>
<p>RECOMMENDATION 17</p> <p>That the department continues to work with locally based</p>	<p>Local supermarket chain has joined waste strategy group and LCC hopes to work with them on future</p>	<p>Closed</p>

<p>supermarket chains to reduce the use of plastic bags and packaging.</p>	<p>initiatives.</p>	
<p>RECOMMENDATION 18</p> <p>That the department investigate possible ways of encouraging residents to reduce the amount of waste they produce, including an assessment of what incentives and disincentives might be employed.</p>	<p>The Waste Strategy action plan includes specific proposals to work with partners (including WRAP) to encourage waste reduction. A subsidised home composting campaign is being run in conjunction with WRAP and the use of Real Nappies is promoted.</p>	<p>Closed</p>
<p>RECOMMENDATION 19</p> <p>That the Development department continue to work with businesses (including education) on waste management issues.</p>	<p>City Services have employed an officer to promote the Tidy Business standard which requires businesses to reduce and recycle waste.</p>	<p>Closed</p>
<p>RECOMMENDATION 20</p> <p>That the department retain ownership of the waste sites and manage them strategically as part of the Innovative Recycling Contract (IRC), including the financial benefits of processing waste for other councils, with a view to reinvesting this additional income stream.</p>	<p>The residual waste treatment contract will address the issue of land ownership and arrangements for possible profit share arrangements.</p>	<p>Closed</p>

<p>RECOMMENDATION 21</p> <p>That the department monitor the IRC appropriately to ensure that all parties are performing well, and put measures in place to deal with any poor performance if necessary.</p>	<p>IRC has now been superseded by the residual waste treatment contract. This procurement is being managed by a corporate project board chaired by the deputy chief executive.</p>	<p>Closed</p>
<p>RECOMMENDATION 22</p> <p>That the department consult with the partner in the IRC about the possible provision of funding for education and awareness in the new contract.</p>	<p>Residual Waste treatment contract will now address this. It is likely that a Community liaison post will be funded by the contractor.</p>	<p>Closed</p>
<p>RECOMMENDATION 23</p> <p>That the department continue to look for alternative ways to fund the interim recycling contract.</p>	<p>The Council intends to complete a market sounding before embarking on procurement for an interim contract to ensure there is sufficient market capacity.</p>	<p>Closed</p>
<p>RECOMMENDATION 24</p> <p>That the department provide the Scrutiny Board with an update report on actions taken as a result of working with DEFRA</p>	<p>WIP funding was used to fund composition analysis which forms part of the service development options appraisal</p>	<p>Closed</p>

<p>consultants on the Government's Waste Implementation Programme.</p>		
<p>RECOMMENDATION 25</p> <p>That the department continue to work with the regional assembly on a regional strategy, taking into account the current development of a regional spatial strategy, to minimise waste and investigate recovery options.</p>	<p>The Regional assembly produced an initial strategy which now needs to be reviewed. A timetable for this has not yet been announced.</p>	<p>Closed</p>
<p>RECOMMENDATION 26</p> <p>That the department identify and implement regional and national best practice and innovative ideas in all aspects of recycling and waste management.</p>	<p>See recommendation 1 above.</p>	<p>Closed</p>
<p>RECOMMENDATION 27</p> <p>That the department continue to work with the surrounding authorities to pursue the issue of cross authority border use of household waste sites, and negotiates the use of Leeds sites by residents from other authorities.</p>	<p>LCC is working with Bradford and North Yorkshire initially to assess the level of cross boundary usage and the potential financial implication.</p>	<p>Closed</p>

<p>RECOMMENDATION 28</p> <p>That the department bring a report to the Scrutiny Board to explain the impact of the Landfill Allowance Trading Scheme on the authority in the short term and medium to long term.</p>	<p>This is addressed in the September and October Executive Board reports.</p>	<p>Closed</p>
<p>RECOMMENDATION 29</p> <p>That department brings forward proposals to the Environment Corporate Priority Board to ensure that the Integrated Waste Management Strategy is further developed and takes into account the issues outlined in this report.</p>	<p>The strategy has been developed further to take into account rising targets and service developments.</p>	<p>Closed</p>
<p>RECOMMENDATION 30</p> <p>That the department bring six monthly updates to the Scrutiny Board on the Integrated Waste Management Strategy review and implementation of the Action Plan.</p>	<p>The strategy was adopted in October 2006. The September report represents an update on the key developments.</p>	<p>Closed</p>
<p>RECOMMENDATION 31</p>		<p>Closed</p>

<p>That the Council implement the policies contained in the current Unitary Development Plan and forthcoming Local Development Framework, relating to the waste management implications of major development and future provision for more sustainable waste management in the city.</p>	<p>The Site Selection Study takes into account UDP, LDF and RSS policies.</p>	
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**SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)
Recommendation Monitoring: Inquiry into Waste Solution (2006)**

Recommendation	Update	Status
<p>RECOMMENDATION 1</p> <p>That the department undertake an analysis of the amount of waste required to ensure the Energy from Waste Plant is sustainable. We recommend that this does not affect recycling targets.</p>	<p>City Services has worked extensively with technical advisors to develop a detailed model of projections for all waste streams, and this work will be continually revisited as the project moves forward. The Waste Strategy itself includes a commitment to “ensuring that no ceiling is placed on recycling where this continues to represent the best environmental option” .</p>	<p>Closed out</p>
<p>RECOMMENDATION 2</p> <p>That in considering the option of energy from waste, the department researches the future possibilities of restrictions and targets for emissions and makes plans to incorporate these into the waste management process.</p>	<p>Modern EfW facilities can perform well within current emissions limits, and are therefore likely to be able to comply with further tightening of emissions targets. This issue will be directly addressed when drafting the contract output specification.</p>	<p>Closed out</p>
<p>RECOMMENDATION 3</p> <p>That the department consider the options available for the disposal of the ash including the hazardous waste element.</p>	<p>The Waste Strategy vision includes an aspiration to eliminate landfill, and the Strategy includes a commitment to working with contractors to explore the most sustainable means of dealing with EfW outputs. Markets for recycling bottom ash already exist, with a number of aggregate producers currently working with local authorities to recycle this material (primarily for use in highways construction applications). Furthermore, technologies are emerging for processing fly ash so that it can be recycled through construction applications.</p>	<p>Closed Out</p>

Recommendation	Update	Status
<p>RECOMMENDATION 4</p> <p>That the department consider the relationship between the waste solution and the Integrated Waste Strategy and ensure that there is scope for future consideration of the Council's role in dealing with all the city's waste.</p>	<p>The Waste Strategy includes a dedicated section on Commercial and Industrial Waste. The policies within this section set out a commitment to influencing other sectors to adopt more sustainable waste management practices, lobbying the Government and working with the Environment Agency to improve the data available on commercial and industrial waste. The facilities that the Council is looking to procure could have capacity for processing some commercial waste, and the Waste Development Plan Document will fully address the issue of provision of waste management facilities across all sectors.</p> <p>Scrutiny were provided with a summary of the responses from the Waste Strategy consultation in October 2006 when considering the report to Executive Board on the Waste Strategy.</p>	<p>Closed out</p>
<p>RECOMMENDATION 5</p> <p>That when the specification is agreed, consideration be given to potential future capacity, to allow for the possibility, for example, for a contribution to a regional waste strategy.</p>	<p>City Services is in regular discussions with other authorities in the region to identify opportunities for joint working. A number of our neighbouring authorities have either already secured a solution or are in the process of procurement of facilities to meet their own needs. A full partnership approach is unlikely to be feasible and the time needed to reach a formal agreement would unduly delay our implementation. However, we continue to monitor the situation to identify any benefits that could be gained through the alignment of procurement timetables.</p>	<p>Closed out</p>

Recommendation	Update	Status
<p>RECOMMENDATION 6</p> <p>That the planning permission process is run in parallel with the procurement process to ensure it is well advanced at key stages within the project.</p> <p>That full public debate takes place regarding the potential sites and that Ward Members are included in this at an early stage.</p> <p>That an industrial area is considered as the most appropriate site for any installation.</p> <p>That comprehensive sustainability and environmental impact assessments are done on potential sites to inform public debate, including assessments on transportation, noise, odour and visual impact.</p>	<p>The Waste Solution Project Team have consulted extensively with planning officers, the private sector, external advisors and Defra to determine the best approach to securing sites and progressing planning applications. It is currently proposed that the Authority should undertake work to select and secure its preferred site(s) in advance of starting procurement, that it should complete significant environmental assessment work prior to preferred bidder stage, and that the preferred bidder would develop and submit the actual planning application(s).</p> <p>The selection of preferred sites has been based on a range of planning criteria to ensure conformance with national, regional and local planning policy. An assessment of the compatibility with surrounding land uses was a key consideration. An environmental assessment will be carried out on the preferred site(s), and extensive consultation will be carried out throughout the process of site selection, environmental assessment and development of planning application. A full Environmental Impact Assessment will be a requirement for an EfW planning application.</p>	<p>Closed out</p>
<p>RECOMMENDATION 7</p> <p>That future developments (such as EASEL) are encouraged to include planning for waste management.</p>	<p>A senior member of the Council's Regeneration team is a member of the Waste Solution Project Team to ensure that opportunities for linking the delivery of Waste Solution to future developments and regeneration schemes are identified and explored.</p>	<p>Closed out</p>

Recommendation	Update	Status
<p>RECOMMENDATION 8</p> <p>That the City Services department consider the possibility of issuing smaller contracts aimed at a number of providers to make up the waste solution as a whole.</p>	<p>It is likely that the residual waste treatment facility and the transfer loading station will be delivered via one contract. Contracts for other facilities and services will be let separately. The Waste Strategy also now includes actions to develop partnership working with the community and voluntary sectors, notably the development of contracts specifically tailored for these sectors.</p>	<p>Closed out</p>
<p>RECOMMENDATION 9</p> <p>That the City Service department reviews the arrangements for educating residents on what can be included in the green bins to ensure that there is a constant up to date and clear message to all residents.</p> <p>That the department consider how it can work with organisations such as WRAP in order to influence the reduction in production of waste by retailers and manufacturers and to campaign for clearly marked packaging.</p>	<p>The "Recycle Me" campaign was launched in 2006, and was designed to focus on what should go into green bins. New stickers have now been placed on all green bins to clarify what should be recycled, and this has seen a reduction in contamination. A doorknocking campaign to reach 128,000 households is planned and an information pack on waste prevention and recycling is due to go out to all households in November.</p> <p>The Waste Strategy action plan includes specific proposals to work with partners (including WRAP) to encourage waste reduction.</p>	<p>Closed out</p>
<p>RECOMMENDATION 10</p> <p>We recommend that the department ensures its consultation provides access to relevant information for all stakeholders and seeks ways to allow people to contribute to the debate</p>	<p>See summary of Waste Strategy consultation.</p>	<p>Closed out</p>

Recommendation	Update	Status
<p>RECOMMENDATION 11</p> <p>That during any consultation regarding the future waste management process, the department include 13-16 year olds as a target group.</p>	<p>Contacted and sent information to Youth Council. Questionnaire and information sent to all high schools (ages 11-18) – 295 responses. A revised schools education programme is currently being devised. This will include work with secondary schools</p>	<p>Closed out</p>
<p>RECOMMENDATION 12</p> <p>That the department investigates the markets available to buy recycled waste collected in order to minimise the cost of disposal and maximise any potential income.</p>	<p>Contracts are always tendered on a commercial basis to ensure that the Council achieves the optimum balance between cost and quality. Sustainable procurement guide developed with CPU and lead officer identified.</p>	<p>Closed out</p>
<p>RECOMMENDATION 13</p> <p>That the department consider the ways in which social enterprises and community based composting schemes can contribute to the waste management process and in particular contributing to educational initiatives.</p>	<p>Specific reference is made in the Waste Strategy to the role that the community and voluntary sectors have in delivering key policies and objectives. A charter and contract procedures for these sectors have been developed</p>	<p>Closed out</p>
<p>RECOMMENDATION 14</p> <p>That the garden waste collection pilot results are reported back to the appropriate Scrutiny Board and Executive Board Member at the appropriate point in the budget cycle in order secure investment for city wide implementation.</p>	<p>Pilot commenced in October 2006. Scheme was rolled out to over 20,000 households, with over 1,700 tonnes collected to date.</p>	<p>Closed out</p>

Recommendation	Update	Status
<p>RECOMMENDATION 15</p> <p>That the department considers maximising the composting of organic waste through the use of in-vessel composting and through pilots offering free home composters and food digesters.</p>	<p>A subsidised home composting campaign is being run in conjunction with WRAP, with 7,000 composters sold to date. In-vessel composting or anaerobic digestion for processing organic waste forms one of the elements of the Waste Solution</p>	<p>Closed out</p>
<p>RECOMMENDATION 16</p> <p>That the department follow up recommendations from the Recycling Inquiry which have been discussed as part of the waste solution inquiry. Outstanding recommendations from the inquiry into Recycling:</p> <p>RECOMMENDATION 3 – That the department develop partnerships with ALMOs (with the appropriate financial contribution from ALMOS) to develop innovative ways to encourage ALMO residents to recycle as much as possible. In addition the department should work with private landlords, registered social landlords and all tenures to improve recycling levels.</p>	<p>Some work has been carried out with the ALMOs to develop partnerships, and this will continue following the ALMO restructure. City Services is working with the Accredited Landlord Scheme to address waste issues.</p>	<p>Closed out</p>
<p>RECOMMENDATION 5 – That the department develop a strategy for dealing with waste electrical and electronic equipment, in line with the Waste Electrical and Electronic Equipment Directive and Central Government guidance on producer responsibility once the Central Government guidance has been finalised. We also recommend that the department does not accept any costs that are the responsibility of the producer.</p>	<p>WEEE recycling has been introduced at household waste sorting sites, and the Council was short listed for an award in this area at the National Recycling Awards. Government regulations to implement 'producer responsibility' come into effect on 1st July 2007. All the Council's Household Waste Sorting Sites are registered as designated collection points and a producer compliance scheme has been selected. WEEE is now dealt with at no cost to the Council.</p>	

Recommendation	Update	Status
<p>RECOMMENDATION 6 – That the department provide a report to the Scrutiny Board on the feasibility and value for money of increasing the number of Education and Awareness officers and the corresponding increase in costs, against the potential increase in recycling rates.</p>	<p>The Education and Awareness budget has been increased. Further increases are also proposed to support the suggested service developments. Services in this area are provided through a mix of in-house awareness officers, private contractors and community and voluntary sector partners.</p>	<p>Closed out</p>
<p>RECOMMENDATION 7 – That the department continue to work with schools, increasing the number of schools involved in education schemes, to encourage waste reduction and recycling. We also recommend that the department involves voluntary agencies, such as BTCV and ENCAMS in work with schools as much as possible, making use of their expertise and funding, if possible within the legal framework, from Education Leads for work with schools on recycling and waste management.</p>	<p>The Department continues to work with BTCV and Groundwork to deliver the ‘SORT IT’ schools campaign. This initiative comes to an end in March 2008 and is currently being reviewed by a board including LCC, Education Leads, BTCV, Groundwork, Communication Recycling Network and Resource Futures with a view to designing a revised scheme to commence in April 2008</p>	<p>Closed out</p>
<p>RECOMMENDATION 9 – That the department bring a report to Scrutiny Board on the success of Recycling Week and the lessons learned.</p>	<p>Formal evaluation of the ‘Big Recycle’ 2006 completed.</p>	<p>Closed out</p>
<p>RECOMMENDATION 17</p> <p>That appropriate resources are allocated to an awareness and education programme, including work with schools, which highlights the financial and environmental benefits of recycling.</p>	<p>There is specific budget for education and awareness within City Services. Schools are one of the primary groups being targeted by the recycling education team.</p>	<p>Closed out</p>
<p>RECOMMENDATION 18</p> <p>That the department develops a system of measuring recycling by ward to inform Ward Members of the areas which need targeted education programmes.</p>	<p>Collection routes do not correspond to ward boundaries, and it is therefore difficult to report readily on a ward basis. However, information is progressively being improved to enable the reporting of performance at a more localised level.</p>	<p>Closed out</p>

Recommendation	Update	Status
<p>RECOMMENDATION 19</p> <p>That a process be developed by the City Services department which will allow the Area Committees to take refuse collection issues forward, such as raising local awareness of recycling facilities.</p>	<p>Information and progress updates are provided to Area Committees on a systematic basis by means of reports or officer attendance at meetings. City Services is always willing to respond to additional requests for information on specific issues.</p>	<p>Closed out</p>
<p>RECOMMENDATION 20</p> <p>That the department carry out a detailed option appraisal of collection arrangements and gather detailed stakeholder feedback.</p> <p>That the department report back to the Scrutiny Board with the rationale and proposals for piloting the preferred option.</p>	<p>Widespread consultation has been undertaken as part of the Waste Strategy and further qualitative analysis of the options has also been undertaken through focus groups. Proposals are being presented to the Executive Board and Scrutiny Board in September.</p> <p>One of the main focus areas for future recycling strategy is around the need to prevent garden waste from being disposed of in landfill. A pilot of garden waste collection is currently underway in five areas in order to identify any challenges in collecting garden waste and to inform the future roll-out of future service options. The service is delivered using brown wheeled bins and commenced in mid October 2006. The bins are collected every fortnight during the summer months, reducing to every four weeks during the winter (November to Easter). The service is provided on an opt-in basis.</p>	<p>Closed out</p>

Recommendation	Update	Status
<p>RECOMMENDATION 21</p> <p>That should side waste collection be withdrawn, the department puts in additional resources to combat any increase in fly tipping as a result.</p>	<p>No decision has been taken to implement this measure.</p>	<p>Closed out</p>
<p>RECOMMENDATION 22</p> <p>That the department analyse the costs and benefits of service delivery options being drawn up as part of the Waste Solution package to identify the most effective approach to collection of recyclables and black bin waste</p>	<p>An options appraisal of all the options for refuse collection has been undertaken. Each option has been modelled in order to gauge the effect on the recycling and composting rate and the cost to the Authority.</p> <p>This appraisal will inform the budget setting process and underpin the future strategy for refuse collection in Leeds. The report will be presented to the Executive Board and the Scrutiny Board in September.</p>	<p>Closed out</p> <p>Closed out</p>

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Originator: Pippa Milne

Tel: (22)43231

Report of the Director Environment and Neighbourhoods

Scrutiny Board (Environment and Neighbourhoods)

Date: 19th September 2007

Subject: Recycling Strategy

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

The attached Executive Board report is provided for Scrutiny Boards consideration and comment.

It amends the Integrated Waste Strategy Targets to read as follows:

1. To reduce the annual growth in waste per households to 0.5% by 2010 and to eliminate growth per households by 2020
2. To achieve a combined recycling and composting rate of greater than 50% by 2020
3. To recover value from 90% of all households waste by 2020

It also outlines the service developments proposed to enable Leeds' to meet the combined recycling and composting rate of over 50%:

- Increasing the frequency of kerbside SORT collections to fortnightly
- Adding glass to the range of materials collected
- Introducing garden waste collections to all suitable properties (fortnightly summer, four weekly winter)
- Introducing weekly food waste collections and where this is done reducing the residual waste collections to fortnightly

1.0 Purpose Of This Report

The purpose of this report is to provide Scrutiny Board with details of the:

Proposed increase to recycling and composting target within the Integrated Waste Strategy for Leeds.

The recycling strategy for Leeds outlined in the attached executive board report.

Financial implications of the proposed short to medium (from 2007/08 to 2013/14) strategy for recycling and composting.

2.0 Main Issues

2.1 The main issues are outlined in the attached Executive Board report attached.

2.2 Recommendations

2.1 The Scrutiny Board are invited to consider and comment on the content of the attached report.



Report of the Strategic Director of Environment and Neighbourhoods

Executive Board

Date: 11th September 2007

Subject: Waste Strategy

Electoral Wards Affected: All

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In
(Details contained in the report)

EXECUTIVE SUMMARY

On the 18th October 2006, Members of the Executive Board adopted the Integrated Waste Strategy for Leeds 2005-2035. This report sets out a number of alterations to the strategy. It also sets out a number of principles for the procurement of a residual waste facility, more details of which will be contained in a report next month. The report, however, concentrates on changes to the recycling strategy.

It is now proposed that the key Waste Strategy targets would read as follows:

1. To reduce the annual growth in waste per household to 0.5% by 2010 and to eliminate growth per household by 2020;
2. To achieve a combined recycling and composting rate of greater than 50% of household waste by 2020;
3. To recover value from 90% of all household waste by 2020.

The service developments proposed to enable Leeds to meet the combined recycling and composting rate of over 50% are as follows:

- Increasing the frequency of existing kerbside SORT collections (dry recyclables) to fortnightly;
- Adding glass to the range of materials collected;
- Introducing garden waste collections to all suitable properties;
- Providing weekly black bin collections of food waste and, where this is done, introducing residual waste collections on a fortnightly basis.

In particular, Members of the Executive Board at this meeting are requested to:

- Approve increasing the recycling target outlined in the Waste Strategy to “greater than 50% by 2020”;
- Support the proposed recycling service developments, in particular the commitment to weekly collections of food waste;
- Note the projected financial implications of the strategy and agree that provision be included within the City Council’s future financial plans, commencing in the 2008/09 financial year, subject to regular review;
- Note that the Outline Business Case for a residual waste treatment facility is currently being developed and that approval for its submission to DEFRA will be sought from Members at their next meeting on 17th October.

1.0 PURPOSE OF THIS REPORT

The purpose of this report is to seek Members’ approval to:

1. Increasing the recycling and composting target within the Integrated Waste Strategy for Leeds;
2. The recycling strategy for Leeds outlined in the report;
3. The integration of the proposed short to medium term strategy (from 2007/08 to 2013/14) for recycling and composting into the City Council’s Corporate Financial Plans.

2.0 BACKGROUND INFORMATION

- 2.1 The Integrated Waste Strategy for Leeds sets out aims to reduce the impact of waste management on the environment and significantly reduce the amount of waste going to landfill, with an aspiration to send zero waste to landfill. The proposals to increase the Council’s recycling target and introduce weekly collections of food waste are in line with the Government’s Waste Strategy 2007 which introduced increased targets for recycling and recovery. The Government has also accelerated the rate of growth in landfill tax to £8 per annum from April 2008 until March 2011. This will take landfill tax to £32 per tonne next year and increase disposal costs by over £2 million each year if we continue to landfill waste at the current rate.
- 2.2 The Landfill Allowance Trading Scheme (LATS) was introduced in 2005/06 as a means of ensuring compliance with the European Union targets on the reduction of biodegradable waste sent to landfill. Leeds is issued with ever decreasing numbers of LATS permits. Permits can be bought from other local authorities at a price determined by market forces. A penalty of £150 per tonne is payable for each tonne of waste landfilled without a permit. Penalties become a reality if there are insufficient permits nationally to cover the total amount of waste landfilled. It is estimated that Leeds could potentially face cumulative penalties of £178 million by 2020 if no action is taken.
- 2.3 On the 18th October 2006, Members agreed the Integrated Waste Strategy for Leeds 2005-2035. The report set out the Strategy’s ultimate vision for Leeds to become a ‘zero waste’ city through a range of measures to reduce, reuse, recycle and recover value from all waste with, ultimately, no waste being disposed of to landfill.
- 2.4 The strategy contains three main targets relating to waste growth, the level of recycling and the recovery of value from waste.

3.0 MAIN ISSUES

3.1 This report proposes an increase in the recycling targets previously agreed in order to acknowledge the performance of the city and public demand for more opportunities to recycle. Targets would therefore read as follows:

1. To reduce the annual growth in waste per household to 0.5% by 2010 and to eliminate growth per household by 2020 (with the effect of reducing our overall arisings by 10% as compared to previous forecasts);
2. To achieve a combined recycling and composting rate of greater than 50% by 2020 (an increase on the previous target of 40%);
3. To recover value from 90% of all household waste by 2020.

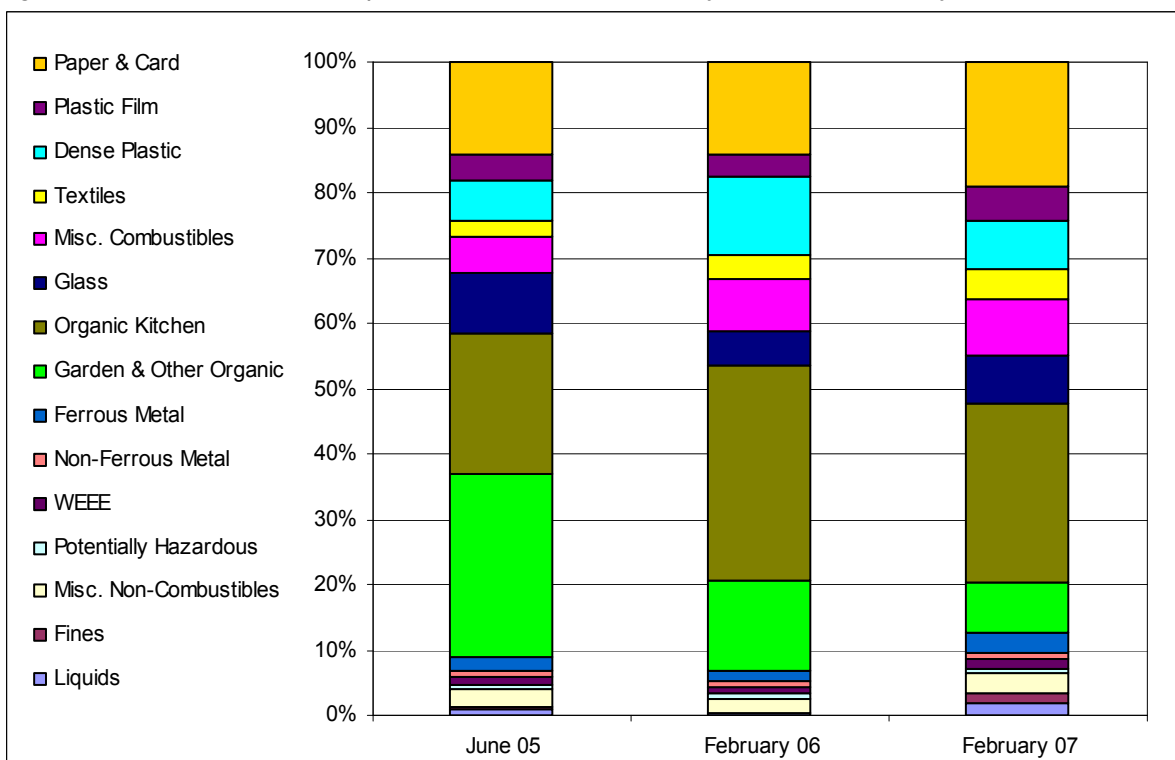
3.2 The means to achieving these three main targets are firstly through continuing to develop opportunities to reduce and reuse waste, but also through the implementation of a short to medium term strategy for the period 2008 to 2014 that will require a range of recycling service developments, and through a long term technology solution for residual waste programmed to commence operations in 2014.

3.3 Short to Medium Term Recycling Strategy

3.3.1 In addition to our efforts to reduce and re-use waste, the period from 2008 will require significant enhancements to the existing recycling collection service in order to accelerate the increase in the proportion of household waste that is recycled from the current level of 26% (June 2007) and to reduce the amount of household waste going to landfill.

3.3.2 The composition of Leeds' waste has been studied by analysing the individual waste streams from a demographically representative sample of both residual waste and recycling bins from across the City. Figure 1 below provides a summary of the findings from recent studies, with the latest full report attached at Appendix 1 for information.

Figure 1 Residual Waste Composition, June 2005, February 2006 and February 2007



3.3.3 The latest waste composition report shows that, on average, just over 35% of the weight of residual bins was organic kitchen or garden waste. These streams therefore offer the most significant opportunities to increase the levels of recycling. Glass is the only other stream currently not collected at the kerbside that offers a significant opportunity to increase recycling. The report also highlights that there is a significant amount of waste being disposed of through the residual waste bin, which, if sorted, could be recycled as part of the existing green bin collection.

3.3.4 Analysis of the current residual waste has led to the development of five key elements of the recycling strategy:

- Enhanced education leading to better participation in recycling;
- Increase the frequency of kerbside SORT collections;
- A garden waste collection service;
- The provision of a glass recycling service;
- A food waste collection service.

3.3.5 We have assessed a number of options for the collection of waste in Leeds in order to:

- provide value for money and best value in service delivery;
- minimise the amount of waste going to landfill;
- increase the percentage of waste being recycled and composted in order to meet our statutory recycling and composting targets;
- specifically minimise the amount of biodegradable municipal waste going to landfill and hence reduce the number of Landfill Allowance Trading Scheme (LATS) permits required to be purchased;
- be operationally deliverable;
- encourage waste minimisation;
- minimise any harmful environmental effects;
- be as easy for the public to understand as possible;
- avoid adversely affecting any section of the population;
- avoid a deterioration in the quality of street cleanliness.

3.3.6 Service enhancements modelled originally for Leeds' Waste Strategy included the introduction of garden waste collections, increased dry recyclables collections and the introduction of glass collections. Officers have worked with specialist advisers to model further enhancements to the collection options with the objective of achieving 50% recycling of household waste as a minimum. The key addition that will enable Leeds to increase its recycling target will be the introduction of segregated weekly collections of food waste. These enhancements reflect national best practice.

3.3.7 In order to meet the objectives outlined above and enable the Council to reach its 50% recycling target by 2020 we propose the following changes to refuse collection in the city:

3.3.8 Increase the frequency of kerbside SORT collections to fortnightly

The kerbside collection of commingled dry recyclable waste is working well. Consultation shows that the major driver for participation is convenience and the current service is easy to use and explain and yields good results.

When the public were consulted in 2006, 63% said that they would recycle more if their green bins were emptied more often. 77% of people said that their green bin was full when collected, supporting evidence from the first composition analysis which showed that over 50% of green bins were full when collected. The latest waste composition analysis suggests that there is still a large proportion of waste in the residual waste bin that could be recycled if it was sorted into the green bin. This evidence suggests that the capacity of the green bin is restricting the amount of waste being recycled.

Increasing the frequency of collection of kerbside SORT collections to fortnightly would immediately double the capacity in the green bin and increase the amount of waste recycled. It is proposed that implementation of this enhanced service would commence in 2008/9 and be completed in 2009/10.

3.3.9 Add glass to the range of materials collected at kerbside

Glass is the only significant dry recyclable waste stream that is not currently collected at kerbside. Removal of this from the waste stream would contribute to an increase in recycling and would reduce the overall tonnage of waste landfilled.

Glass is easily sorted and recognisable by the public as something that can and should be recycled. Taking bottles to bottle banks is well established, and 7,560 tonnes were collected from our household waste sites and bring banks in 2006/07.

There are a number of different methods by which glass could be collected. If it is co-mingled with other dry recyclables a new or improved Material Recycling Facility (MRF) would need to be developed in Leeds. Alternatively, a separate container could be used for glass and this could be collected with other materials and segregated on the vehicle or through an independent collection. It is anticipated that kerbside glass collections could be implemented in 2010/11, although a full options appraisal now needs to be completed to determine the most effective collection method.

3.3.10 Introduce garden waste collections to all suitable properties (fortnightly)

A pilot collection service of garden waste was introduced in October 2006. This has been available to over 20,000 households. The scheme has proved successful with over 1,700 tonnes collected, exceeding original forecasts. There has also been a corresponding reduction in the waste collected in residual waste bins in the relevant areas.

Garden waste is easily recognised by the public and makes up a large proportion of waste in the residual waste bin, especially during the summer months. The removal of this waste from the residual waste bin would result in a significant diversion of biodegradable municipal waste from landfill, and the associated reduction in carbon emissions contributing to climate change, and increased performance against our recycling targets.

Garden waste can be composted using relatively simple open windrow composting sites making processing relatively cheap and accessible so that the roll-out of this service could commence in 2008/09 and be available to all suitable properties by the end of 2009/10.

It should be noted that, whilst fortnightly collections throughout the year have been modelled for the purposes of this report, it is likely that garden waste could be collected less frequently during winter months (e.g. four weekly), with a subsequent reduction in costs.

3.3.11 Introducing weekly black bin food waste collections and, where this is done, reduce residual bin collections to fortnightly

Food waste makes up a significant proportion of the residual waste bin content. As with garden waste it is easily recognisable. Kitchen waste would be collected using a 'lockable' container and a dedicated kitchen caddy to ensure that we were meeting the Animal By-Product Orders requirements and to make it acceptable to the public in terms of odour.

The processing of food waste is governed by the Animal By-Product Orders (1999 and 2001). There is currently no facility in Leeds where kitchen waste can be processed according to the relevant environmental regulations. The introduction of a food waste scheme would require the procurement of an Animal By-Product Order licensed disposal point, such as an in-vessel composting or anaerobic digestion facility. Any food waste collection scheme could not be introduced until this was procured.

Some authorities choose to collect mixed garden and kitchen waste in the same receptacle. This would require all of this waste to be treated through a licensed facility, and experience in other authorities suggests that this is not the most economic way of treating this waste. A case study from ECT, a not for profit waste management company, found that:

“While food waste makes up about 25% of the waste bin, when people put green waste with it, the food only makes up about 10% of the green/food waste bin. Then, the council will have to pay the cost of sending all the material to an [Animal By-Product approved] in-vessel plant when the majority could have been treated more cheaply via an open windrow”.

Evidence suggests that collecting garden and food waste separately leads to a better product at the end point, allows a greater range of food types to be collected and is easier for the public to use.

The introduction of weekly food waste collections, together with the other measures outlined above, creates capacity in the residual waste bin and removes the odour problems associated with putrescible waste. This would enable the frequency of residual waste bin collections to be reduced. Given the enhancement to the recycling services, a movement to the fortnightly collection will make a contribution to the overall cost as well as encouraging people to use their recycling facilities. It is anticipated that weekly food waste collections could start implementation in 20010/11 and be fully rolled out in 2011/12.

3.3.12 Enhanced education leading to better participation in recycling

A change in consumer behaviour will be required to ensure maximum participation in the schemes outlined above. As can be seen from the composition analysis above, materials currently targeted by recycling collection services still represent significant streams within the residual bins. An ongoing Education and Awareness campaign will be needed to increase the capture of targeted materials, to support the introduction of the proposed service developments and ensure the public’s continued participation. Financial analysis within this report includes provision for increased education.

3.3.13 Implementation of services

Indicative timescales for introducing the major service developments are shown in Table 1.

Table 1 – Indicative Roll-Out Timescales

Service Development	Commence Roll-Out	Complete Roll-Out
Increase the frequency of kerbside SORT collections	2008/9	2009/10
Extend garden waste collection service	2008/9	2009/10
Introduce kerbside glass recycling service	2010/11	2010/11*
Introduce food waste collection service	2010/11	2011/12

* Subject to outcome of options appraisal to determine most suitable collection method

3.3.14 The effects of the service developments have been modelled against predicted waste growth and the forecast performance is set out below in Table 2. However, it should be noted that proposed service developments theoretically offer the potential to recycle 70% of household waste assuming 100% public participation.

Table 2 - Forecast Performance

	Forecast Recycling %	Government Targets	Tonnage Recycled
2010	33.42	40	119,397
2015	49.35	45	188,227
2020	52.06	50	209,636

- 3.3.15 It is imperative in introducing these collection services that they meet the needs of the diverse range of communities and housing types that exist in Leeds. The modelling carried out acknowledges that not all households will be suitable for the full range of collections. The composition of the waste in different areas, public opinion and the limitations in some property types for the segregation and storage of waste will therefore be taken into account.
- 3.3.16 As regards new property developments, the Recycling and Waste team works closely with Planners in City Development and is systematically consulted on relevant planning applications in order to ensure that developers are making adequate provision for recycling within their proposals. Furthermore, the sustainable Development Unit have now developed, and are currently consulting on, a new 'Sustainable Design and Construction' supplementary planning document for all major developments which covers all issues of sustainability, including waste and recycling and suitable external and internal storage provision. The Recycling and Waste team will continue to work with City Development to ensure that the future recycling service proposals are reflected in planning policy and guidance.
- 3.3.17 These considerations together with the need to ensure services are introduced efficiently and effectively with good local information and communication has led officers to model a 4 year phased roll out of the service enhancements across the City. The modelling does not assume 100% roll out of all services across the City as the waste composition and area characteristics would make this ineffective. The Household Waste Recycling Act 2003, however, requires all local authorities to provide collections for at least two recycling streams from every household by 2010 unless the cost of doing so would be unreasonably high, or comparable alternative arrangements are available.
- 3.3.18 Provision must be made for the needs of particular groups that have a valid reason for producing more waste or waste of a type that requires special consideration. Some of these include large families, families with young children (i.e. those with nappies to dispose of), those with medical waste and those who experience physical difficulties using standard collection systems. These will be catered for either through the provision of additional capacity, special collections or assisted wheel outs. Consideration will also be given to the challenges presented by different property types, particularly flats, back to back properties, terrace housing and any other property types that have limits on the storage space for additional bins. Different collection methods will be used where possible so as not to unduly restrict access to the range of recycling services.

3.4 Residual Waste Treatment

- 3.4.1 Members of the Board will be aware that the Council's Expression of Interest for PFI Credits to DEFRA was successful, with DEFRA willing to reserve PFI Credits of a minimum of 50% of the initial capital investment value of the residual waste treatment project. DEFRA has requested that the City Council develop and submit an Outline Business Case setting out the City Council's proposals for the treatment of residual household waste involving diversion from landfill.
- 3.4.2 Officers believe that implementing the short to medium term strategy will enable the City Council to achieve its 50% recycling of municipal waste by 2020. However, even after the Council has achieved its 50% recycling target, it would still require treatment capacity of approximately 180,000 tonnes of residual waste per annum in order to ensure that its

targets for landfill diversion and recovery of value from household waste were met. A recent National Audit Office report on waste concluded that:

“An emphasis on increasing recycling alone is unlikely to enable the EU Directive on landfill to be met. The Department (DEFRA) therefore needs to focus its resources towards helping the 25 waste disposal authorities sending the largest amounts of municipal waste to landfill to develop alternative waste treatment facilities, such as Energy from Waste plants, alongside encouraging more households to recycle and compost and initiatives to minimise waste production”.

- 3.4.3 In preparing an Outline Business Case for PFI credits, which will set out a formal request for a specific level of credits that has been agreed with DEFRA, the Council is required to establish a reference project and technology against which the Government can evaluate costs. The Outline Business Case will therefore, by necessity, be based upon a reference project and technology (i.e. Energy from Waste), and on a reference site within the Council’s ownership. However, when procurement commences, bidders will be invited to submit a range of alternative solutions that meet the Council’s performance specification. The proposed approach to procurement will be that the Council adopts the principle of a neutral stance on both technology and sites. All bids received will be evaluated on the basis of environmental, technical and commercial considerations.
- 3.4.4 The Outline Business Case will be brought to the October 2007 meeting of the Executive Board for approval.

4. IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

- 4.1 As previously reported, the PFI elements of the scheme will be managed by the Public Private Partnerships Unit (PPPU) in accordance with the Council’s approved PPP/PFI governance protocol. The other elements of the project will be managed by the Director of Environment and Neighbourhoods. A Leaders’ Waste Strategy Monitoring working group was established earlier in the year, and has now met, with further meetings scheduled.

5. LEGAL AND RESOURCE IMPLICATIONS

- 5.1 The financial projections below have modelled the costs for both a “do nothing” option and a “service development” option. The “do nothing” option assumes that recycling capture rates continue at the current level and that there are no increases in the amount or types of waste targeted through recycling collections, that there are no changes in the roll out of services and that participation remains at current levels. The “service development” option includes, an enhanced SORT collection with bins emptied fortnightly, a fortnightly garden waste service, kerbside glass collections and the weekly collection of food waste together with the introduction of a fortnightly residual waste collection. Table 3 below summarises the costs.

Table 3 - Projected annual budgets if the City Council continues with the same pattern of service delivery (“do nothing” option) - LATS £50/LFT Rising

	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
	£000	£000	£000	£000	£000	£000	£000
Management and Strategy:							
Landfill Disposal costs	4,398	4,641	4,878	5,121	5,369	5,636	5,907
Landfill Tax	6,304	8,575	10,889	13,263	15,680	18,186	20,727
Net Cost of Recycling Reuse	1,468	1,211	1,262	1,315	1,368	1,425	1,483
	273	297	310	323	336	350	365
Sale / Purchase of LATS	0	(2,261)	2,101	2,794	4,355	5,051	5,169
Total	12,443	12,463	19,440	22,816	27,108	30,648	33,651

- 5.2 Members will note the projected very steep escalation in costs from 2009/10 onwards. This is due to the continued increase in Landfill Tax which has continued to escalate over the last ten years, with the annual escalation now at £8 per tonne. Central Government is using Landfill Tax as a fiscal device to encourage diversion away from landfill, and it is anticipated that Landfill Tax will continue to escalate at the same rate beyond the increases that have previously been announced up to 2010/11.
- 5.3 In order to ensure compliance with EU landfill diversion targets, the Government introduced the Landfill Allowance Trading Scheme (LATS). The number of LATS permits issued to the City Council will decline each year, and in order to avoid penalties for disposing of waste through landfill without a permit (£150 per tonne), under the “Do nothing” option, the City Council will have to buy LATS from other local authorities at prices determined by market forces. Table 3 above illustrates that the City Council will be in this position by 2009/10, and it is anticipated that there will be a demand for LATS with a consequential impact on the price and adverse affect on the Council’s Revenue Budget. Tables 3 and 4 both assume LATS are purchased at £50.
- 5.4 The other significant cost is the actual disposal or “gate fees” paid to the operators of the landfill sites. It is anticipated that over time these costs will increase due the dual effects of reducing supply of landfill space and tighter Government regulations.
- 5.5 Members will also note that, in addition to the adverse impact on the City Council’s Revenue Budget, under this option the City Council will not achieve the Government’s statutory target to recycle 50% of its household waste by 2020 and the Council’s own corporate objectives relating to recycling and waste management.

Table 4 - Projected annual budgets in the years leading to a long term technology solution (“service development” option) - LATS £50/LFT Rising

	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
	£000	£000	£000	£000	£000	£000	£000
Management and Strategy:							
Service Developments	0	2,678	5,547	8,499	11,047	11,523	11,811
Education and Enforcement	0	770	790	809	830	850	872
Landfill Disposal costs	4,398	4,340	4,290	3,996	3,938	3,873	4,005
Landfill Tax	6,304	8,017	9,574	10,338	11,486	12,477	14,030
Net Cost of Recycling	1,468	1,459	1,745	2,746	3,381	3,763	3,954
Reuse	273	297	310	323	336	350	365
Sale / Purchase of LATS	0	(2,872)	621	377	1,295	1,464	1,445
Total	12,443	14,689	22,877	27,088	32,313	34,300	36,386

- 5.6 Members will observe that, whilst the projected overall costs in the years leading to the introduction of a technology solution for residual waste in 2014 are higher than the “do nothing” option, the emphasis is on improving and changing the delivery of the service with consequential lower exposure to Landfill Tax, landfill disposal costs and the purchase of LATS.
- 5.7 The emphasis over the six years leading to the technology solution will be on reconfiguring the collection and disposal service to increase recycling and reuse rates and to gradually reduce the levels of waste disposed of in landfill.

5.8 The service developments proposed over this period comprise the roll out across the City of increased SORT, kerbside glass, garden and food waste collections. The success of these developments may have an impact on the collection of the remaining residual waste. By 2012/13 these service developments are anticipated to result in an approximate additional 88,000 tonnes of waste being diverted from landfill.

Table 5 - Projected comparative costs of the developments in the service, compared to the projected savings in landfill disposal, Landfill Tax and LATS,

	Projected cost of Service Developments in 2012/13 £000	Projected Tonnes of Waste Diverted from Landfill	Projected saving in Landfill, Landfill Tax and LATS £000	Recycling Costs £000	Projected net revenue position from waste diverted £000
SORT / Kerbside Glass	3,578	39,590	(4,662)	727	(357)
Garden Waste	2,743	21,240	(2,841)	369	271
Food Waste	5,202	27,350	(3,659)	1,290	2,833
Total	11,523	88,180	(11,162)	2,386	2,747

Table 5 assumes Landfill Tax rises at £8 per tonne between 2010 and 2020 and that LATS are bought at £50 per tonne.

5.9 The objective of these service developments and other initiatives is to increase the proportion of recycled household waste to 50% by 2020. This will leave approximately 180,000 tonnes to be treated, thus reducing to a minimum the residual waste to be disposed of in landfill.

5.10 Table 6 below compares the year on year increases in budget required for a “do nothing” approach with the costs of implementing the recycling service developments and residual treatment technology. As above, both assume that Landfill Tax continues to rise beyond 2010/11 and that LATS are purchased at £50 and sold at £30 beyond the implementation of a residual waste treatment facility. More detailed financial information on the residual waste treatment facility will be presented to the October Executive Board.

Table 6 - Total Additional Costs of Options

Year	Do Nothing		Service Development/ Technology	
	Annual £(000)s	Cumulative £(000)s	Annual £(000)s	Cumulative £(000)s
2008/09	20	20	2,248	2,248
2009/10	6,977	6,997	8,186	10,434
2010/11	3,377	10,374	4,210	14,644
2011/12	4,292	14,666	5,227	19,871
2012/13	3,540	18,206	1,988	21,859
2013/14	3,002	21,208	2,179	24,038
2014/15	3,538	24,746	419	24,457
2015/16	3,339	28,085	1,081	25,538
2016/17	3,416	31,501	1,359	26,897
2017/18	3,478	34,979	1,366	28,263
2018/19	3,713	38,692	1,414	29,677
2019/20	3,411	42,103	1,437	31,114

5.11 Due to the significance of the recycling strategy and the potential impact of the residual waste treatment technology selection, it is proposed to review the recycling strategy on an annual basis. The annual review will also provide an opportunity to take into account the future profile of waste arisings and evolving techniques for processing waste.

6.0 RECOMMENDATIONS

Members of the Executive Board are requested to

- Approve increasing the recycling target included in the Waste Strategy to “greater than 50% by 2020”;
- Support the proposed recycling service developments, in particular the commitment to weekly collections of food waste;
- Note the projected financial implications of the strategy and agree that provision be included within the City Council’s future financial plans, commencing in the 2008/09 financial year, subject to regular review;
- Note that the Outline Business Case for a residual waste treatment facility is currently being developed and that approval for its submission to DEFRA will be sought from Members at their next meeting on 17th October.

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 19th September 2007

Subject: Inquiry into the Council's role in reducing CO2 emissions

<p>Electoral Wards Affected:</p> <input type="checkbox"/> Ward Members consulted (referred to in report)	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
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1.0 Introduction

- 1.1 At the June meeting of the Board, Members agreed to undertake an inquiry into the role of the Council in tackling climate change.
- 1.2 As the climate change agenda is wide ranging in its scope, it is suggested that the Board focus its inquiry on the work being done by the Council to limit its own CO2 emissions resulting from its day to day operations. In addition to relating this work to the current performance measures relevant to CO2 emissions, the Board may also wish to link this into the Council's community leadership function.

2.0 Terms of Reference

- 2.1 Attached to this report are the draft terms of reference for the Board to consider and agree, with any appropriate amendments.

3.0 Recommendation

- 3.1 Members are requested to consider and agree the terms of reference attached, making any amendments and comments as appropriate.

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Scrutiny Board (Environment and Neighbourhoods)

Inquiry into the Council's CO2 emission targets

Terms of Reference

1.0 Introduction

- 1.1 Action by Local Authorities is crucial to the achievement of the Government's climate change objectives and it is recognised that Local Authorities are uniquely placed to provide leadership, raise awareness and influence behaviours. Previously, the drive for achievement in this area has been from a small number of committed individuals. However, Local Authorities are now recognising the need for systemic changes in order to achieve significant impact.
- 1.2 At its meeting on June 14th 2007, the Board agreed to include on the work programme an inquiry into the Council's Climate Change agenda. Given that this is a wide ranging term, the Chair has suggested that the focus of the inquiry should be on the Council's own CO2 emissions and the associated reduction targets.
- 1.3 The Council has a number of indicators relating to 'climate change mitigation' one of which focuses on the percentage CO2 reduction of the Council's own operations. The Council's estate is substantial and it is recognised that good performance against this indicator will be significant both in actual reductions in CO2 emissions and also in the Council's credibility as a community leader in this aspect.

2.0 Scope of the Inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:
 - Review of future policy drivers (e.g. the proposed DEFRA LGPF indicators relating to CO2 reduction; the proposed Carbon Reduction Commitment) the definitions, targets and current performance.
 - Resourcing the climate change agenda in general and specifically with regard to reducing CO2 emissions
 - Role of external advisers/bodies in helping the Council to reduce its CO2 emissions
 - Energy management within the existing estate and the work of the Energy Guardians, departmental EMAS champions and departmental facility managers
 - Low carbon specifications for the future Council estate (including new built, major refurbishments and new leasehold buildings) a review of

recent buildings, use of whole life costing and mechanisms to cover additional capital costs.

- Travel policies for staff and fleet management

3.0 COMMENTS OF THE RELEVANT DIRECTOR AND EXECUTIVE MEMBER

3.1 In line with Scrutiny Board Procedure Rule 12.4 the views of the relevant Director and Executive Member have been sought and have been incorporated where appropriate into these Terms of Reference.

4.0 TIMETABLE FOR THE INQUIRY

4.1 The inquiry will take place over three sessions with a view to issuing a final report in January / February 2008.

4.2 The length of the inquiry is subject to change

5.0 SUBMISSION OF EVIDENCE

Timetable to be confirmed

6.0 WITNESSES

- Director of City Development
- Relevant Executive Board Member
- Head of Sustainable Development
- Climate Change Officer
- Environment City Manager
- Representatives from the Energy Unit
- Representatives from Future Energy Yorkshire
- Representatives from Arup

Report of the Head of Scrutiny Support and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 19th September 2007

Subject: Work Programme

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1.0 Introduction

1.1 The attached appendix provides Members with a copy of the Board's current Work Programme (Appendix 1).

1.2 At appendix 2 is the Forward Plan for September to December 2007.

2.0 Recommendation

2.1 The Board is requested to:

- (i) Determine any additional items for the Work Programme.
- (ii) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.

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SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) WORK PROGRAMME (SEPTEMBER) 2007

Item	Description	Notes	Type of item
Meeting date – October 2007			
Street Cleansing and the Cleanest City Award	To receive a position statement on the Council's approach to becoming Britain's Cleanest City		PM
Voids and Empty Properties	To receive an update on the Council's Empty Property Strategy and to receive information on current void levels		PM / RP
Terms of Reference for inquiry into Choice Based Lettings	To agree terms of reference		DP / RP
Session 1 of Climate Change inquiry			
Meeting date – November 2007			
Performance Management information	To receive performance information relating to environment and neighbourhoods	This is quarterly information and will be scheduled into the Board's work programme every three months.	PM
Session 2 of Climate Change inquiry			
Housing Needs Position Statement	This has been requested by the Board and links in with the update on the Affordable Housing Inquiry submitted in July.		MSR / RP

Key:

CCFA / RFS – Community call for action / request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) WORK PROGRAMME (SEPTEMBER) 2007

Meeting date – December 2007		
Session 3 of Climate Change inquiry		
Meeting date – January 2008		
Session 4 of Climate Change inquiry		
Meeting date – February 2008		
Performance Management information	To receive performance information relating to environment and neighbourhoods	This is quarterly information and will be scheduled into the Board's work programme every three months.
		PM
Meeting date – March 2008		
Meeting date – April 2008		

- Key:
- CCFA / RFS – Community call for action / request for scrutiny
 - RP – Review of existing policy
 - DP – Development of new policy
 - MSR – Monitoring scrutiny recommendations
 - PM – Performance management
 - B – Briefings (Including potential areas for scrutiny)
 - SC – Statutory consultation
 - CI – Call in

Unscheduled Items					
Working Groups					
Working group	Membership	Progress update	Dates of meetings		

- Key:
- CCFA / RFS – Community call for action / request for scrutiny
 - RP – Review of existing policy
 - DP – Development of new policy
 - MSR – Monitoring scrutiny recommendations
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 - B – Briefings (Including potential areas for scrutiny)
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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 September 2007 to 31 December 2007

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)
Contract for the Recycling of Street Arisings To award the contract.	Director of City Services	1/9/07	Market , Department , CPU and Legal Services	Award Report	Director of City Services
Single Homeless Provision (Hollies and Pennington Place Hostels) To award the contract to the preferred bidder.	Director of Environment and Neighbourhoods	1/9/07	Undertaken at early stages of procurement timetable. Leeds Housing Services Joint Consultative Committee (JCC), Portfolio holder for Housing Services.	The report and tender documents	Director of Environment and Neighbourhoods

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)
<p>Waste Strategy - Recycling Service Developments To agree the future kerbside recycling strategy for Leeds to achieve local and statutory recycling and composting targets.</p>	<p>Executive Board (Portfolio: Environmental Services)</p>	<p>11/9/07</p>	<p>Extensive public consultation has taken place on the Integrated Waste Strategy for Leeds during 2006, and further consultation is being completed on specific recycling collection proposals. An extensive programme of public and Elected Member consultation will be delivered as specific service implementation proposals are developed.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods</p>
<p>Contract for the Mixed Paper & Cardboard Collection & Recycling To award the Contract</p>	<p>Director of City Services</p>	<p>1/10/07</p>	<p>Market , Department , CPU and Legal Services</p>	<p>Award Report</p>	<p>Director of City Services</p>

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)
Contract for the Recycling of Scrap Metal and Lead Acid Batteries To award the Contract	Director of City Services	1/10/07	Market , Department , CPU and Legal Services	Award Report	Director of City Services
Contract to allow advertising on a number of strengthened street lighting columns in Leeds The letting of a contract for advertising on a number of strengthened street lighting columns in Leeds(excluding the City Centre) 2007-2022.	Director of City Services	14/11/07	Legal and Democratic Services, PPU and all affected Members	Report to Executive Board 15 November 2006	Director of City Services

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

Executive Board Portfolios

Executive Member

Central and Corporate	Councillor Mark Harris
Development and Regeneration	Councillor Andrew Carter
Environmental Services	Councillor Steve Smith
Neighbourhoods and Housing	Councillor John Leslie Carter
Leisure	Councillor John Procter
Children's Services	Councillor Richard Brett
Learning	Councillor Richard Harker
Adult Health and Social Care	Councillor Peter Harrand
Leader of the Labour Group	Councillor Keith Wakefield
Leader of the Morley Borough Independent Group	Councillor Robert Finnigan
Advisory Member	Councillor Judith Blake

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

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer

NOTES:

The Council's Constitution, in Article 4, defines those plans and strategies which make up the Budget and Policy Framework. Details of the consultation process are published in the Council's Forward Plan as required under the Budget and Policy Framework.

Full Council (a meeting of all Members of Council) are responsible for the adoption of the Budget and Policy Framework.

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