



SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

Meeting to be held in the Civic Hall, Leeds on
Wednesday, 21st November, 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 (Chair)	-	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 PREVIOUS MEETING</p> <p>To receive and approve the minutes of the previous meeting held on 24th October 2007.</p>	1 - 6

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7			<p>MINUTES OF THE OVERVIEW AND SCRUTINY COMMITTEE</p> <p>To receive and note the minutes of the Overview and Scrutiny Committee Meeting held on 19th October 2007.</p>	7 - 12
8			<p>MINUTES OF THE EXECUTIVE BOARD</p> <p>To receive and note the minutes of the Executive Board meeting held on 11th September and 17th October 2007.</p>	13 - 30
9			<p>PERFORMANCE REPORT QUARTER 2 2007/08</p> <p>To consider a report by the Head of Policy, Performance and Improvement presenting the key areas of under performance at the end of Quarter 2 (1st July to 30th September 2007).</p>	31 - 48
10			<p>OUTCOMES OF RESEARCH INTO THE HOUSING MARKET IN LEEDS</p> <p>To receive and note a report by the Head of Scrutiny and Member Development on the outcomes of research into the housing market in Leeds.</p>	49 - 62
11			<p>RODENT CONTROL IN LEEDS</p> <p>To receive and note the contents of the report regarding population of rats and mice in Leeds, the Pest Control Service, the contract with Rentokil, the current performance data and the improvements which are underway and proposed to be completed in the future.</p>	63 - 76

Item No	Ward/Equal Opportunities	Item Not Open		Page No
12			<p>CO2 EMISSIONS</p> <p>To consider a report by the Head of Scrutiny and Member Development with regard to the recent Working Group meeting on the inquiry into the Council's own COs emissions and the associated reduction targets.</p>	77 - 86
13			<p>WORK PROGRAMME</p> <p>To consider a report of the Head of Scrutiny and Member Development on the Board's work programme.</p>	87 - 96
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>Wednesday, 19th December 2007 at 10.00 a.m. (Pre-meeting for Board Members at 9.30 a.m.)</p>	

Agenda Item 6

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

WEDNESDAY, 24TH OCTOBER, 2007

PRESENT: Councillor B Anderson in the Chair

Councillors C Beverley, A Blackburn,
D Coupar, Mrs R Feldman, R Lewis,
A Ogilvie and F Robinson

34 Declarations of Interest

That the following personal interests were declared:

- Councillor B Anderson in his capacity as Chair of West/North West Homes (Agenda Items 9, 10 & 11 – Minutes 40, 41 & 42 refers)
- Councillor A Blackburn in her capacity as a Director of West/North West Homes and a Director of Leeds Groundwork (Agenda Items 9, 10 & 11 – Minutes 40, 41 & 42 refers).
- Councillor D Coupar in her capacity as a Member of Belle Isle Tenants Management Organisation. (Agenda Items 9, 10 & 11 – Minutes 40, 41 & 42 refers).
- Councillor D Hollingsworth in his capacity as a Director of East/North East Homes (Agenda Items 9, 10 & 11 – Minutes 40, 41 & 42 refers).
- Councillor C Beverley in his capacity as a Member of Clean Morley Campaign (Agenda Item 10 – Minute 41 refers).

35 Apologies for Absence

An apology for absence was received on behalf of Councillor A Gabriel.

36 Minutes of the Previous Meeting - 19th September 2007

RESOLVED – That the minutes of the last Scrutiny Board (Environment and Neighbourhoods) held on 19th September 2007 be confirmed as a correct record, subject to the inclusion of the word ‘proposed’ in one of the bullet points on Minute 26 as follows:

- The Board requested the original full list of proposed sites for the **proposed energy from waste plant**.

37 Matters Arising from the Minutes

Members expressed concern that they had still not received a list of the original sites considered for the **proposed energy from waste plant** as requested at the last meeting of this Board.

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st November, 2007

RESOLVED:- That the Principal Scrutiny Adviser pursue this matter with the Executive Board Member for Environmental Services.

38 Overview and Scrutiny Committee - Minutes

RESOLVED - That the minutes of the Overview and Scrutiny Committee meeting held on 11th September 2007 be received and noted.

39 Consultation on Strategic Outcomes and Improvement Priorities for the Leeds Strategic Plan

The Board considered a report and presentation by the Assistant Chief Executive (Planning, Policy and Improvement) on the strategic outcomes and improvement priorities for the Leeds Strategic Plan.

At Appendix 1 to the report a draft strategic outcomes and improvement Priorities for the Leeds Strategic Plan was also submitted.

Dylan Griffiths, Project Manager (Policy) gave an overview of the Strategic Plan and, together with Neil Evans, Director of Environment and Neighbourhoods responded to Members' questions and comments.

The following issues were raised:

- The need for **more green spaces and floral work** especially in the City Centre.
- The need to concentrate on the **educational needs** of those children in **deprived areas** who often leave school being unable to read or write.
- The need to concentrate more on **narrowing the gap** and how the Council intends to **promote regeneration of the inner city areas**.

The Chair thanked Dylan Griffiths for the informative presentation.

RESOLVED – That the report and presentation be noted and that the Board's comments be incorporated into the report to be submitted to the Overview and Scrutiny Committee.

(Note: Councillor A Ogilvie arrived at the meeting during consideration of the above item at approximately 10.10 a.m.).

40 Voids and Empty Properties Update

The Head of Scrutiny and Member Development and the Director of Environment and Housing submitted reports describing the current position with void properties within the ALMOs and empty properties within the private sector.

Mandy Dove, ALMO Monitoring and Support Officer presented the Voids report and, together with Neil Evans, Director of Environment and Neighbourhoods, responded to Members' questions and comments.

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st November, 2007

In brief, the main issues raised were:-

- Members were informed that the void figures in the report were a snapshot of the current position .
- Members were informed that the **average re-let time** for void ALMO properties was approximately 38 days and that this figure had been much higher in 2006 as the average re-let time had then been 53 days.
- Members were informed that the **531 void properties** included in the planned regeneration scheme including Little London Private Finance Initiative (PFI) did not include tower block properties that are down for demolition.

Members thanked officers for the information on the amount of void properties in the Middleton area and requested further details of the void properties on the Manor Farm estate.

The Chair thanked Mandy Dove for her presentation.

Andy Beattie, Deputy Chief Environmental Health Officer presented the report on the Empty Property Strategy – position update and, together with Neil Evans, Director of Environment and Neighbourhoods, responded to Members' questions and comments.

The following issues were raised:

- The **changing housing market** and the effect this had on the incidence of empty properties in the private sector.
- The need to lobby Central Government to encourage planning applications for bringing **commercial buildings** such as empty factories etc back into **residential use**.
- The need for the **Local Empty Property Forum** to look at planning legislation.
- The response from private landlords when asked to bring empty properties back into use.
- **Multiple occupation accommodation and buy to let properties** that are currently affected by the changes in student accommodation provision.
- The need to investigate how the Council might assist those needing bonds for private rented accommodation.
- Pro-active work on empty properties in super output areas.

RESOLVED –

- (a) That the reports be received and the contents noted.
- (b) That Members be furnished with the figures for void properties in the Manor Farm Estate.
- (c) That further information on the schemes for empty properties in the Cross Green and East End Park areas be circulated to members

41 Street Cleansing and Britain's Cleanest City Award Update

The Director of Environment and Neighbourhoods submitted a report outlining the progress being made with Streetscene Services and the progress on the Britain's Cleanest City Awards.

Graham Hollings, Streetscene Services, presented the report and, together with Neil Evans, Director of Environment and Neighbourhoods responded to Members' questions and comments.

In summary, the main issues raised were:

- The need for more **Enforcement** action on people dropping litter to increase people's awareness of on the spot fines.
- The need for teaching about the **dangers of dropping litter** and the effect this has on animals.
- The need for a co-ordinated and clear **action plan** to be developed for the cleaner city in the run up to the awards in 2009.
- An explanation of the Council's bid for the **European Cleaner City Award** and an indication of which areas of the City are to be considered for the next round of awards.
- The Department's current position with regard to the problem of **dog fouling** and what was being done with regard to enforcement issues to combat this problem.
- The need to recognise from the experience gained during the Britain in Bloom competition where the City won a silver award for City in Bloom.
- The Board requested an explanation of the **core services** and what changes are to be put in place in delivering those core services.
- Members questioned the Department's timetable for **street gully cleansing** as it seems to be an ongoing problem in every area of the city.
- The need for both Streetscene and the ALMOs to work together in developing smaller cleaning teams to be responsible for their own area.

The Chair thanked Graham Hollings for presenting the report at short notice.

RESOLVED - That the contents of the report be noted.

42 Housing Letting Pressures - Terms of Reference

The Head of Scrutiny and Member Development submitted a report on the Inquiry into Housing Letting Pressures Draft Terms of Reference.

Sharon Winfield, Principal Scrutiny Adviser presented the report and responded to Members' questions and comments.

The Chair informed the meeting that following discussions it was agreed that the inquiry should take into account factors that are wider than the Choice Based Lettings system, particularly the links between issues around

affordable housing, the pressures on council-provided housing and the lettings process in general.

RESOLVED -

- (a) That approval be given to the Terms of Reference for the Housing Letting Pressures inquiry.
- (b) To agree that an invitation be extended to Yvette Cooper, Minister for Housing.
- (c) That the following Members be appointed to the Working Group:

Councillors B Anderson, A Gabriel, A Blackburn, D Hollingsworth and R Lewis.

43 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 October 2007 to January 2008.

RESOLVED – That the report and appendices be received and noted.

44 Chair's Closing Remarks

The Chair announced that this will be the last meeting of this Scrutiny Board for Sharon Winfield, Principal Scrutiny Adviser as she will leaving the employ of the Authority at the end of October.

45 Date and Time of Next Meeting

Wednesday, 21st November 2007 at 10.00 a.m. in the Civic Hall, Leeds (Pre-meeting for Board Members at 9.30 a.m.).

The Chair thanked everyone for their attendance. The meeting concluded at approximately 11.45 a.m.

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OVERVIEW AND SCRUTINY COMMITTEE

TUESDAY, 9TH OCTOBER, 2007

PRESENT: Councillor P Grahame in the Chair
Councillors B Anderson, S Bentley,
S Golton, T Hanley, A Harrison, W Hyde,
E Minkin and R Pryke

APOLOGIES Councillor B Gettings

39 Declaration of Interests

The following Member declarations of interest were made:

Agenda Item 9 (Minute No. 43 refers) – Planning Performance – Councillors Golton and Minkin – personal interests in their capacity as Members of Plans Panels.

(NB: See also later Minute Nos 44 and 45)

40 Minutes - 11th September 2007 and Matters Arising

The draft minutes of the meeting held on 11th September 2007 were submitted for confirmation.

- (a) Debt Rescheduling (Minute No 29 refers)
Councillor Hanley requested that OSC Members be supplied as soon as possible with the additional information requested at the last meeting regarding an explanation of the dates that loans were taken out, paid off or rescheduled, and how this had led to accumulated savings of some £21.8m. The Head of Scrutiny and Member Development undertook to pursue this.
- (b) Work Programme and Draft Terms of Reference for Proposed Inquiries (Minute No 37 refers)
The Head of Scrutiny and Member Development confirmed that further names had been received to join the working group, the purpose of which would be to consider terms of reference for an Inquiry into ALMOs. The working group now comprised the Chair and Councillors Anderson, Bentley, Hanley, Harrison and Pryke.

It was agreed that the Head of Scrutiny and Member Development would arrange for information supplied by the Chief Democratic Services Officer to Councillor Hanley when he was Labour Whip, relating to the operating costs of the Group Offices, to be circulated to all OSC Members.

RESOLVED – That the minutes of the meeting held on 11th September 2007 be confirmed as a correct record.

41 Minutes - Executive Board, 11th September 2007

RESOLVED – That the minutes of the Executive Board meeting held on 11th September 2007 be received and noted.

42 Leeds Strategic Plan

Further to Minute No 33, 11th September 2007, the Committee considered a report submitted by the Assistant Chief Executive (Planning, Policy and Improvement) relating to the draft strategic outcomes and proposed improvement priorities outlined in the Leeds Strategic Plan 2008-2011. The Committee also received a presentation on this subject.

Steve Clough, Head of Policy, Performance and Improvement, and Dylan Griffiths, Chief Executive's Department, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues raised were:-

- The need to link the budget process and the allocation of resources to the priorities and outcomes identified in the Plan and how this might be achieved;
- The importance of 'selling' the plan to the public, not just the Council and its partner agencies, and how the public could get involved and feel part of the process;
- The importance of the City's transport infrastructure seemed to be downplayed. The need for greater influence at national level was remarked upon, but also the scope for doing relatively small initiatives locally, which cumulatively would make an impact;
- A lack of reference to several issues which Members regarded as vital components of such a Strategic Plan was commented upon – pedestrians, children (too adult orientated?), tackling obesity and the link to diabetes, heart disease and strokes, substance abuse, the impact of refugees and asylum seekers on Council services;
- The role of Members in the process – not merely as so-called 'Community Champions' but as leaders of change in terms of, for instance, planning matters and the design and quality of the built environment
- Housing – the vast, unmet demand for social housing was commented upon. The view was expressed that this would not be addressed by proposals to build 450 so-called 'affordable' homes per annum.

RESOLVED –

- (a) That subject to the above broad comments and concerns expressed today, the report on the draft strategic outcomes and proposed improvement priorities for inclusion in the Leeds Strategic Plan 2008-2011 be received and noted.

- (b) That the matter be referred back to OSC at its November meeting for further comment, following consideration of the Plan by all other Scrutiny Boards in the October cycle of meetings.
- (c) That a further report on the proposed targets and performance indicators to support the improvement priorities contained in the Plan be submitted to the January OSC meeting.

43 Planning Performance

Further to the Committee's Inquiry into this area carried out during the 2006/07 municipal year, culminating in the approval of a final report and recommendations at its meeting on 5th March 2007 (Minute No 87 refers), the Chief Planning Officer submitted a report updating the Committee on progress in implementing those recommendations.

Phil Crabtree, Chief Planning Officer, and Helen Cerrotti, City Development Department, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:-

- The Chief Planning Officer was congratulated on the content of the report and the progress which was being made to improve planning performance;
- The Action Plan appended to the report and the make-up of the proposed cross-party Members' and officers Working Group to oversee the process and the implementation of the Action Plan. The need for the involvement of the Party Whips in establishing this Working Group was emphasised, as was the need for OSC to still be involved in the monitoring process;
- The need for greater consultation with Ward Members regarding what was regarded as a 'significant' matter which warranted referral to a Plans Panel – small, but sensitive, applications could still be regarded as significant at local level;
- The importance of developing a digital model of the City in order that the likely impact of planning proposals could be more easily understood by Members and the public;
- The greater emphasis on pre-application presentations, and the development of a protocol in this regard, were welcomed;
- The employment of 'community planning officers' at Area Committee level, such as in the North West Area, was regarded as a good investment in terms of advising local Members, developers and the public;
- The Government's perception of Leeds as a Planning Authority, and whether or not this was influencing the outcome of appeals against planning decisions;
- Whether the current balance of items referred to Plans Panels and those delegated to officers was in need of review?
- The need to improve the administration of Plans Panel meetings in terms of the timing of items, venues, monitoring Members' comings and goings and customer advice and information;

RESOLVED –

- (a) That the report and Action Plan, together with the Committee's comments, be referred to the Plans Panel Members for discussion and comment
- (b) That subject to the submission of regular update reports to OSC, the proposal to establish a joint cross-party Member and officer working group to monitor the Action Plan be endorsed
- (c) That OSC receive a further report in 6 months time.

(NB: Councillor Anderson left the meeting at 12 noon, towards the end of this item)

44 Direct Payments

Further to Minute No 9, 4th June 2007 and Minute No 32, 11th September 2007, the Committee received a briefing on direct payments from Mike Evans, Chief Officer - Adult Services, to assist the Committee in reaching a decision regarding whether or not to conduct an Inquiry into this issue.

In brief summary, the main issues discussed were:

- An explanation of how the current system of direct benefit payments to the public worked, which services the money could be used to purchase and why take-up in Leeds was currently low;
- Police CRB checks in relation to carers employed by recipients of direct benefit payments and the monitoring arrangements for private firms providing these kind of services;
- The current Improvement Plan introduced in April 2007 and a recent Internal Audit report on the service – OSC to receive this report and the Department's Action Plan in response to the report;
- The need for the Council to perhaps provide greater support and assistance for people wishing to claim direct payments, and the work carried out by the Armley Centre for Integrated Living to assist direct payment claimants;
- Whether the payments could be used to pay for adaptations? It was stated that more usually the payments were used to purchase pieces of equipment, rather than adaptations.

RESOLVED – That the Committee consider the Internal Auditor's recent report, and the Department's response, before deciding whether any further action is required and, if so, whether OSC or the Scrutiny Board (Health and Adult Social Care) should carry out an Inquiry.

- (NB: 1 Councillors Hanley and Pryke declared personal interests in this item in their capacity as members of Bramley Elderly Action and Leeds Care and Repair respectively;
- 2 Councillor Harrison left the meeting at 12.30 pm at the conclusion of this item)

45 Scrutiny of the Budget - Financial Health Monitoring 2007/08 - Quarter 1 Report

The Committee considered the 2007/08 Quarter 1 Financial Monitoring report of the Director of Resources, submitted to the Executive Board on 22nd August 2007. The purpose of this was to ascertain whether any areas required further scrutiny.

Doug Meeson, Chief Officer – Financial Management, was present at the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:

- The net projected shortfall of £6m at this early stage of the financial year, and the projected savings to offset this;
- The on-going efforts to ensure that OSC's recommendations regarding the budget being linked to achieving the Council's objectives and priorities are realised;
- Disappointment was expressed at the need for the invocation of penalty clauses to the amount of £300,000 in respect of the PFI street lighting contract, due to non-compliance with agreed implementation timescales, so soon into this important project;
- The Housing Revenue Account situation, incentive payments to ALMOs in relation to the quick reletting of void properties and the redistribution to ALMOs of savings generated through a reduction in disrepair claims and bad debt costs in 2006/07. The former, void levels, had been the subject of a previous Board Inquiry, and this should be reviewed to ensure that ALMOs were reaching agreed targets. It was suggested that perhaps both these issues could be picked up as part of OSC's proposed Inquiry into ALMO related areas;
- The performance in respect of the prompt repayment of undisputed invoices. Councillor Hanley requested details of the number of disputed invoices be circulated to OSC Members – prompt payment was vital to many small local businesses;
- The Local Authority Business Growth Incentive scheme, which allowed local authorities to benefit to a degree from business expansion in their area. The current scheme was due to end in December;
- In terms of the write-off of bad debts, Mr Meeson accepted the need to produce future evidence of a downward trend in this area;
- The Council's contingency plans for meeting its commitments under the equal pay claims currently being processed, and the Government's agreement to allow local authorities to capitalise the costs and pay it back over 25 years.

RESOLVED – That subject to the above comments, the report of the Director of Resources be received and noted.

(NB: 1 Councillor Grahame declared a personal interest in respect of the discussion of PFI related issues in her capacity as a member of the Swardale Swarcliffe Eastwood Residents Association;

- 2 Councillor W Hyde left the meeting at 13.10 at the conclusion of this item)

46 Recommendation Tracking

The Head of Scrutiny and Member Development submitted a report providing the Committee with an overview regarding the implementation of the recommendations of previous Inquiries carried out by Scrutiny Boards and highlighting any possible areas of concern (none on this occasion).

A discussion ensued regarding the need to ensure that reports detailing progress on implementing Scrutiny Inquiry recommendations, whether by internal Departments or partner public sector organisations, gave clear and meaningful information. It was acknowledged that for their part, Scrutiny Boards should be ensuring that their recommendations were specific, measurable, achievable, realistic and time-bound.

RESOLVED – That the report be noted.

47 Work Programme

The Head of Scrutiny and Member Development submitted a copy of the Committee's work programme, updated to reflect decisions taken at previous meetings, together with a relevant extract from the Council's Forward Plan of Key Decisions for the period 1st October 2007 to 31st January 2008.

In response to Members' queries on the Forward Plan, the Head of Scrutiny and Member Development undertook to circulate to OSC Members further details relating to a future decision regarding lamppost advertising and further information on the proposed formation of the Garforth Schools Trust.

RESOLVED – That subject to the above, and any other changes necessary as a result of today's meeting, the Committee's work programme be approved.

48 Dates and Times of Future Meetings

Tuesday 6th November 2007
Tuesday 11th December 2007
Tuesday 8th January 2008
Tuesday 5th February 2008
Tuesday 11th March 2008
Tuesday 8th April 2008

All at 10.00 am (Pre-meetings at 9.30 am)

EXECUTIVE BOARD

TUESDAY, 11TH SEPTEMBER, 2007

PRESENT: Councillor M Harris in the Chair

Councillors A Carter, R Brett, J L Carter,
R Finnigan, R Harker, P Harrand, J Procter,
S Smith and K Wakefield

Councillor J Blake – Non voting advisory member

61 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 68 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 interest of the Council, in relation to the disposal of this property or other similar transactions 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 83 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 shortlisted partners may be prejudicial to the competitive process resulting in a reduced income to the Council.

62 Declaration of Interests

Councillor Brett declared a personal interest in the item relating to the Children's Services and Children's Trust arrangements update (minute 70 refers) as the Chair of the Children Leeds Partnership.

Councillor J L Carter declared a personal interest in the item relating to the Development Proposals for Elland Road (minute 66 refers) as a member of the West Yorkshire Police Authority.

Councillor Harrand declared a personal interest in the item relating to the Future Ownership and Management of the Council's Small Industrial Unit Portfolio (minute 83 refers) as an unpaid Director of a company managing a group of small industrial units.

Councillor Harris declared personal interests in the items relating to Harehills Middle School and Hillside School, Beeston – Allocation of Grant to Tiger 11 (minutes 81 and 82 refer) as a Fellow of Leeds School of Entrepreneurship. He also declared a personal and prejudicial interest in the item relating to the Development Proposals for Elland Road (minute 66 refers) in relation to his business interests.

A further declaration of interest made during the meeting is referred to in minute 70 (Councillor Harker).

63 Minutes

RESOLVED – That the minutes of the meeting held on 22nd August 2007 be approved as a correct record.

CHILDREN'S SERVICES

64 Governing Body Proposal to Close St Gregory's Catholic Primary School in August 2008 Following the Publication of Statutory Notices

The Chief Executive of Education Leeds submitted a report on the proposal by the Governing Body of St Gregory's Catholic Primary School to close the school.

RESOLVED –

- (a) That the changes to the legal requirements for the determination of proposals on school organisation be noted.
- (b) That the Governing Body proposal on the closure of St Gregory's Catholic Primary School be referred to the schools adjudicator for determination.
- (c) That a further report be produced to determine the new arrangements for the determination of proposals on school reorganisation.

65 Vacation and Occupation of Chair

Councillor M Harris having declared a personal and prejudicial interest in the following minute vacated the Chair and left the room.

Councillor A Carter assumed the Chair.

DEVELOPMENT AND REGENERATION

66 Development Proposals for Elland Road

Further to minute 215 of the meeting held on 14th March 2007 the Director of City Development submitted a report on the outcome of public consultation on the development proposals for the Elland Road site, presenting a proposed informal planning statement as a guide to future development proposals and on initial proposals for progress.

RESOLVED –

- (a) That the outcome of the public consultation process on the development proposals for the Elland Road site be noted.
- (b) That the informal planning statement presented as a guide to future development proposals for the Elland Road site be approved and note that it may be necessary to review the content of the information planning statement dependent upon the outcome of the major leisure interest shown in the site.
- (c) That the exploration of the potential and the implications for the provision of a park and ride facility on the site be approved.
- (d) That in principle the sale of the former Greyhound Stadium site at open market value to the West Yorkshire Police Authority as a site for their new Divisional HQ, subject to the final terms being agreed by the Director of City Development be approved.
- (e) That a proportion of the receipt from the Greyhound Stadium site and others arising from the Council disposals in the area covered by the informal planning statement may be required to facilitate the reconfiguration of car parking and the implementation of any infrastructure proposals required to facilitate the comprehensive redevelopment of the Elland Road site be noted.

67 Re-Occupation of the Chair

Councillor Harris re-entered the meeting and resumed the Chair

68 The Former Headingley Primary School

The Director of City Development and the Director of Environment and Neighbourhoods submitted a report on the request made by the Headingley Development Trust to transfer the former Headingley Primary School site to the Trust for less than best consideration for development as an enterprise and arts centre.

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 – That consideration of the request from Headingley Development Trust to transfer the former Headingley Primary School to the Trust be deferred to the November meeting of the Board.

CHILDREN'S SERVICES

69 Proposal to Make a Prescribed Alteration at Harehills Primary School

The Chief Executive of Education Leeds submitted a report on the outcome of a formal consultation undertaken to make a prescribed alteration to permanently increase the admission number at Harehills Primary School from 60 to 90 reception places.

RESOLVED – That the publication of statutory notices to make a prescribed alteration to Harehills Primary School by permanently increasing the

admission number from 60 to 90 reception places with effect from September 2009 be approved.

70 Children's Services and Children's Trust Arrangements Update

Further to minute 182 of the meeting held on 9th February 2007 the Director of Children's Services submitted a report on the development, implementation and impact of new children's trust arrangements for Leeds

RESOLVED –

- (a) That the progress made in the implementation and impact of the children's trust arrangements in Leeds since the February 2007 report be noted.
- (b) That the forthcoming challenges and opportunities in progressing these arrangements, particularly in relation to preparations for the forthcoming Joint Area Review in Leeds be noted.

(Councillor Harker declared a personal interest in this matter as a member of the Children Leeds Partnership)

NEIGHBOURHOODS AND HOUSING

71 Lease at Less Than Best Consideration - Agreement to Lease 23 Miscellaneous Properties to CANOPY on a 25 Year Lease Agreement

The Director of Environment and Neighbourhoods submitted a report on a proposal to grant a long lease at less than best consideration of 23 Council owned miscellaneous properties to Canopy, for the purpose of refurbishment and improvement for accommodation for vulnerable tenants.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the lease of the 23 properties listed in the report to Canopy Housing Project at a peppercorn rent for a 25 year period at less than best consideration be approved.
- (c) That formal negotiations commence to complete the leasing arrangements with Legal and Democratic Services and Canopy.

72 Update on the Regeneration of the Beverleys Area of Beeston

Further to the minute 182 of the meeting held on 19th January 2005 the Director of Environment and Neighbourhoods submitted a report on the progress made on the Beverleys acquisition and demolition scheme.

RESOLVED – That the expenditure of £5,960,000 of Regional Housing Board grant funding be authorised in order to continue the regeneration of the Beverleys area as planned.

73 Gipton Home Buy Scheme

Further to minute 212 of the meeting held on 17th February 2006 the Director of Environment and Neighbourhoods submitted a report on a proposed private equity model to fund an equity stake of up to 50% of the purchase price of a

property, dependent upon the applicant being able to fund a conventional mortgage of at least 50% of the market price to purchase a home on the new development on the former Amberton Road/Lower Gipton Crescent site.

RESOLVED –

- (a) That an injection of £1,308,014 fully funded by the sale of the land at Amberton Road/Lower Gipton Crescent to Gladesdale Homes be approved.
- (b) That expenditure of £1,308,014 be authorised.

LEISURE

74 Deputation to Council - Action Against Ragwort Group Regarding the Control of Ragwort

The Chief Recreation Officer submitted a report in response to the above deputation to Council on 18th July 2007.

RESOLVED – That the contents of the report be noted and the action taken to date to manage Ragwort and other invasive weeds on Leeds City Council land be approved.

75 The London 2012 Olympics - Opportunities for Leeds

The Director of City Development and Director of Leeds Initiative submitted a joint report outlining how Leeds can benefit from the London 2012 Olympic and Paralympic Games and detailing the structure and resource implications of developing and implementing the proposals.

RESOLVED –

- (a) That the Council's role in maximising the benefits for Leeds that the London 2012 Olympic and Paralympic Games present be supported and approved.
- (b) That the additional financial requirements included in the report be noted, and that a source of funding will need to be identified from 2008/09 be noted.
- (c) That the future arrangements detailed in the report to take forward this project be supported and approved.

ENVIRONMENTAL SERVICES

76 Waste Strategy

Further to minute 96 of the meeting held on 18th October 2006 the Director of Environment and Neighbourhoods submitted a report on the Waste Strategy with particular reference to service developments proposed to enable Leeds to meet the combined recycling and composting rate of 50% by 2020.

RESOLVED –

- (a) That increasing the recycling target included in the Waste Strategy to 'greater than 50% by 2020' be approved.
- (b) That the proposed recycling service developments, in particular the commitment to weekly collections of food waste be supported.

Minutes approved at the meeting
held on Wednesday, 17th October, 2007

- (c) That the projected financial implications of the strategy be noted and that provision be included within the City Council's future financial plans, commencing in 2008/09 financial year, subject to regular review.
- (d) That the Outline Business Case for a residual waste treatment facility currently being developed be noted and that the approval for its submission to DEFRA will be sought from Members at their next meeting on 17th October.

NEIGHBOURHOODS AND HOUSING

77 WykeBECC (Built Environment and Catalyst Centre) - Seacroft

The Director of City Development and Director of Environment and Neighbourhoods submitted a joint report on a proposal to establish a Wyke Built Environment and Catalyst Centre on the site of the East Leeds Family Learning Centre and seeking to inject £1,295,000 into the City Development capital programme from the Local Enterprise Growth Initiative programme to cover the expenditure.

RESOLVED –

- (a) That an injection of an additional £1,295,000 into the City Development capital programme from the existing £15,600,000 LEGI programme be approved.
- (b) That the scheme as detailed in the report, at an estimated total cost of £1,295,000 be approved.
- (c) That the incurring of expenditure of £1,295,000 towards the purchase of the modular building, site preparation, fit out costs and associated fees to be met from the LEGI be authorised.

LEISURE

78 The Potential of Leeds Town Hall to become a First Class Concert Hall: Outcomes of feasibility study

The Chief Libraries, Arts and Heritage Officer submitted a report outlining the findings of the study into the feasibility of developing Leeds Town Hall into a first class concert hall and to identify next steps.

RESOLVED – That officers investigate the potential of putting together a mixed funding package to upgrade Leeds Town Hall to a first class concert hall and report back to Executive Board with the outcome of the investigations.

DEVELOPMENT AND REGENERATION

79 Aire Valley Action Plan preferred options

The Director of City Development submitted a report on plans to consult on the Preferred Options for the Aire Valley Leeds Area Action Plan.

RESOLVED –

- (a) That the Aire Valley Leeds Area Action Plan Preferred Options for publication along with its Sustainability Appraisal and other supporting documents be approved.
- (b) That representations between 5th October and 16th November 2007 be formally invited.

80 Proposed Refurbishment of City Centre Public Realm

The Director of City Development submitted a report on the need for major investment in the city centre pedestrian area and adjacent streets on proposals for a co-ordinated strategy of refurbishment and maintenance.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the principle of a co-ordinated programme of maintenance and improvements for street and public space refurbishment in the city centre pedestrian area as indicated in the report be agreed.
- (c) That officers work up a detailed programme of works, and progress funding proposals in accordance with the Council's Financial Procedure Rules
- (d) That officers ascertain the costs and possible sources of funding of an enhanced maintenance and cleansing regime and an increased city centre patrol of uniformed Liaison Officers and report back to Executive Board on the outcome of these investigations.

81 Harehills Middle School

The Director of City Development submitted a report on a proposal to spend an additional £500,000 of the £4,700,000 of Local Enterprise Growth Initiative funding already included in the approved capital programme for a grant to allow Harehills Community Interest Company to refurbish Harehills Middle School.

RESOLVED –

- (a) That the scheme, as detailed in the report, at a revised estimated total cost of £900,000 (£400,000 previously approved) be approved.
- (b) That the incurring of expenditure of £500,000 towards refurbishment of Harehills Middle School to be met from LEGI scheme 13303 in the approved capital programme be authorised.

82 Hillside School, Beeston - Allocation of Grant to Tiger 11

The Director of City Development submitted a report on a proposal to release an additional £400,000 of Local Enterprise Growth Initiative funding already included in the approved capital programme for a grant to allow Tiger 11 (Together in Growth and Economic Regeneration in Leeds 11) to purchase and refurbish Hillside School to provide workspace and meeting rooms in Beeston.

RESOLVED –

- (a) That the scheme as detailed in the report, at a revised estimated total cost of £600,000 (£200,000 previously approved) be approved.

- (b) That the incurring of expenditure of £400,000 towards purchase and refurbishment of Hillside school to be met from the LEGI scheme number 13303 in the approved capital programme be authorised.

83 The Future Ownership and Management of the Council's Small Industrial Unit Portfolio

Further to minute 57 of the meeting held on 21st September 2005, the Director of City Development submitted a report on the outcome of the marketing exercise that was undertaken to establish the level of interest in the Council's small industrial unit portfolio with a view to forming a partnership with the public, private or voluntary sectors, for the future ownership and management of the portfolio.

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 officers report back to Executive Board with a recommendation for a preferred and reserve bidder.
- (b) That the outcome of the marketing exercise be noted and the three short listed organisations detailed in the confidential Appendix II be approved.
- (c) That the list of properties for inclusion in the portfolio as detailed in Appendix III be agreed and that the Council will reserve the right to remove or add further properties to the list where appropriate.

DATE OF PUBLICATION: 13TH SEPTEMBER 2007
LAST DATE FOR CALL IN: 21ST SEPTEMBER 2007

(Scrutiny Support will notify Directors of any items called in by 12 noon on Monday 24th September 2007)

EXECUTIVE BOARD

WEDNESDAY, 17TH OCTOBER, 2007

PRESENT: Councillor M Harris in the Chair

Councillors A Carter, R Brett, J L Carter,
R Finnigan, R Harker, P Harrand, J Procter,
S Smith and K Wakefield

Councillor J Blake – Non-voting Advisory Member

84 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 ground 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) Appendix 1 to the report referred to in minute 90 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 the information relates to the financial or business affairs of a third party and of the Council and the release of such information would be likely to prejudice the interests of both parties.
- (b) The annexe to the report referred to in minute 91 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information relates to the financial or business affairs of the Council. It is considered that the release of such information could prejudice the Council's commercial interests in relation to the disposal of this property or other similar transactions 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 will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (c) The final appendix to the report referred to in minute 101 under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the ground that the public interest in maintaining this appendix as exempt outweighs the public interest in disclosing the information because it refers to matters at a preliminary stage which may at some future point have a significant impact on certain schools. Disclosure of the information at this time could lead to speculation prejudicial to the

duty of Education Leeds to secure improvement and increased confidence in schools which would be prejudicial to the public interest.

- (d) Appendices 1 and 2 to the report referred to in minute 88 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information relates to the financial or business affairs of a particular person and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through inviting offers for the property/land then it is not in the public interest to disclose this information at this point in time as this could lead to random competing bids which would undermine this method of inviting bids and affect the integrity of disposing of property/land by this process. 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 could obtain information about the nature and level of offers which may prove acceptable to the Council. It is considered that whilst there may be public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

85 Declaration of Interests

Councillors Blake, Harrand and J Procter declared personal interests in the item relating to City Varieties Music Hall (minute 90) as members of the Grand Theatre Board of Management.

Councillors Blake and Harrand declared personal interests in the item relating to Local Implementation of the National Framework for Continuing NHS Care (minute 89) as a PCT member and as a governor of Leeds Mental Health Trust respectively.

Councillor Wakefield declared a personal interest in the item relating to Secondary and Post 16 Provision in Leeds (minute 101) as a member of the Learning and Skills Council and Councillor Finnigan a personal interest in the same item as a governor of Joseph Priestley College.

86 Minutes

RESOLVED – That the minutes of the meeting held on 11th September 2007 be approved.

DEVELOPMENT AND REGENERATION

87 Holt Park District Centre and Tinshill Recreation Ground

Referring to minute 34 of the meeting held on 6th July 2005 the Director of City Development submitted a report on public consultation on the Holt Park District Centre regeneration proposals, proposed progression of the

proposals, issues with regard to the proposed fencing of 2 pitches at Tinshill Recreation Ground in association with the new Ralph Thoresby High School, including a response to the deputation to Council and seeking endorsement to the fencing of the pitches.

RESOLVED –

- (a) That the development of regeneration options at Holt Park District Centre be progressed on the basis of the inclusion of the former Ralph Thoresby High School site within the overall redevelopment area
- (b) That the outcome of public consultation on the proposed regeneration of Holt Park District Centre and the fencing of two pitches at Tinshill Recreation Ground be noted
- (c) That a 1.8 metre high, steel mesh fence with four gates to the two pitches at Tinshill Recreation Ground adjacent to Farrar Lane, be procured and erected.
- (d) That a report be brought back to this Board detailing the terms for access to the two fenced pitches both for organised sport and general public access.

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

LEISURE

88 The Mansion, Roundhay Park - Offers for Redevelopment Opportunity

The Director of City Development submitted a report on the outcome of the marketing exercise of the Roundhay Mansion seeking a third party operator for the café/restaurant/bar/function rooms at the property.

The report gave detail in relation to the following options:

- 1 Do nothing
- 2 Accept an offer from one of the offerors, subject to agreement on the lease
- 3 Repeat the marketing exercise for a third party operator
- 4 Expend further Council capital on stripping out and providing a shell for the commercial element of the development and then repeat the marketing exercise for a third party operator
- 5 Consider and pursue alternative uses for the Mansion
- 6 Consider the remarketing of the opportunity on the basis that the Council will make a contribution towards the cost of the initial capital fit out works.

Following consideration of appendices 1 and 2 (appendix 2 being circulated at the meeting) designated as exempt under Access to Information Procedure Rules 10.4(3), which were considered in private at the conclusion of the meeting, it was

RESOLVED – That the site be remarketed on the basis of option 6 as referred to above and as set out in the report, following further investigation of costs of

refurbishment and that a further report on offers received be brought to this Board at the appropriate time.

ADULT HEALTH AND SOCIAL CARE

89 Local Implementation of the National Framework for Continuing NHS Care

The Director of Adult Social Services submitted a report on the adoption of the new national framework by the Health and Social Care Community in Leeds with effect from 1st October 2007.

RESOLVED – That the report be noted and that the formal local adoption of the National NHS Continuing Care Policy with effect from 1st October 2007 be endorsed.

DEVELOPMENT AND REGENERATION

90 City Varieties Music Hall

Further to minute 178 of the meeting held on 9th February 2007 the Director of City Development submitted a report on the successful Stage 1 bid to the Heritage Lottery Fund for £3,000,000 to assist with funding the refurbishment of the City Varieties Music Hall and on proposals to progress the scheme.

Following consideration of appendix 1 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 successful £3,000,000 Stage 1 bid to the Heritage Lottery Fund be noted and that preparation of the Stage 2 application be commenced.
- (b) That work on the project be continued during the Stage 2 application assessment period.
- (c) That the issues with regard to the acquisition of third party property be noted and that agreement be given to the principle of making a Compulsory Purchase Order should progress on outstanding matters be not satisfactory, subject to a report being brought back to this Board should it become necessary for the Council to pursue such a course of action.
- (d) That the Leeds Grand Theatre and Opera House Ltd Board of Management be invited to commence their fundraising campaign.

(The urgent need to progress the Stage 2 bid to the HLF precluded this decision from eligibility for Call In).

91 Otley Civic Centre

The Director of City Development submitted a report on the alternatives available to address the future of Otley Civic Centre and offering a proposal as to how the City Council could support the Town Council in the implementation of the Town Council's preferred option.

The report outlined a number of options:

- 1 To do nothing
- 2 To undertake repairs to the external fabric of the Civic Centre independent of any action by the Town Council
- 3 To progress one of the following options identified in the feasibility study:
 - Refurbishment of the existing Civic Centre in its present form
 - Refurbishment and expansion of capacity of the existing Civic Centre (the Town Council's preferred option)
 - Building a new Civic Centre on an, as yet unidentified site
 - Partial conversion and new build of a property at North Parade
 - To split the existing centre and construct a new hall at North Parade

Following consideration of the annexe 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 Director of City Development make a formal approach to Otley Town Council with an offer from the City Council to transfer the freehold of the Civic Centre following its refurbishment on the basis of the costs of the refurbishment programme being shared by the two Councils as set out in the confidential annexe to the submitted report.
- (b) That the Director of City Development report back to this Board with the outcome of that approach and, if appropriate, submit a request for a fully funded injection into the Capital Programme for the refurbishment works.
- (c) That approval be given to the ring-fencing of the capital receipt from the disposal of the North Parade site towards the implementation of the refurbishment works subject to the Town Council agreeing to share this cost as set out in the confidential annexe to the report.

CENTRAL AND CORPORATE

92 Creation of the Leeds Award

The Chief Democratic Services Officer submitted a report on the proposed creation of the 'Leeds Award' to recognise people who have brought credit to the City.

RESOLVED – That the creation of the 'Leeds Award' be approved and that the administration of the Award be as detailed in the submitted report.

93 A Memorials Policy

The Director of City Development submitted a report on the proposed adoption of a policy on honouring citizens of Leeds with a memorial.

RESOLVED –

- (a) That a Memorial Panel as described in paragraph 4.1 of the submitted report be established to agree the criteria for honouring Leeds citizens with a memorial and to consider applications for memorials.
- (b) That all memorials take the form of a suitable inscription engraved in the flagstones of Merrion Gardens.
- (c) That these arrangements should not preclude an alternative memorial in the specific circumstances of a given case.

94 Single Managed Fraud Team

The Director of Resources submitted a report on a proposal to establish a single-managed Counter-fraud Service for Leeds in conjunction with Job Centre Plus and in relation to the full range of benefits administered by the two organisations.

RESOLVED – That approval be given to the establishment of a single managed fraud team that will see operational management provided by Job Centre Plus and strategic management provided by a Joint Management Board.

95 Progress Report on the PPP/PFI Programme in Leeds

The Deputy Chief Executive submitted a report giving a 6 monthly update on progress of PPP/PFI project and programmes and the implementation of the governance framework.

RESOLVED – That the current status of PPP/PFI projects and programmes together with the information on management of attendant risks be noted.

NEIGHBOURHOODS AND HOUSING

96 Burley Lodge Group Repair

The Director of Environment and Neighbourhoods submitted a report on the Burley Lodge Group Repair external enveloping scheme intended to extend the life of 52 properties by 30 years. The report further indicated that it was also anticipated that 11 miscellaneous ALMO properties within the area would also be similarly improved subject to approval by the West North West Housing Ltd Board.

RESOLVED –

- (a) That the injection into the Capital Programme of £2,311,163 of Regional Housing Board funding and £256,959 from owner occupiers be approved.
- (b) That Scheme Expenditure to the amount of £2,567,959 be authorised.
- (c) That a report on progress of the scheme be brought to a future meeting of this Board.

97 Home Improvements

The Director of Environment and Neighbourhoods submitted a report on progress to help homeowners to improve their homes and on a proposal to

spend £1,300,000 government grant for the remaining elements of the scheme.

RESOLVED – That expenditure of £1,300,000 of Regional Housing Grant funding for this scheme be authorised.

CHILDREN'S SERVICES

98 Time for Change White Paper

The Director of Children's Services submitted a report on the significant reforms proposed for Looked After Children in the White Paper and on the current position in Leeds in terms of both current work and work planned for the future in response to this.

RESOLVED – That the report, tabulation of impact assessment and proposed future actions be noted.

CENTRAL AND CORPORATE

99 Arrangements Post the Abolition of the Schools Organisation Committee

The Assistant Chief Executive (Corporate Governance) submitted a report on options available to the Council to decide upon proposals formerly dealt with by the School Organisation Committee.

The report presented the options of

- Executive Board to make the decision
- Executive Board to make the decision following recommendation of an Advisory Board
- An officer to whom the authority has been delegated to make the decision or
- An officer to whom authority has been delegated to make the decision following recommendation of an Advisory Board

RESOLVED –

- (a) That the Executive Board makes decisions on all statutory proposals where they have the responsibility to do so as set out in appendix A to the report.
- (b) That where there are objections to proposals they be first referred to an Advisory Board for a recommendation to be made to the Executive Board.
- (c) That an Advisory Board be set up to advise the authority on proposals
- (d) That the draft Standing Orders at appendix B of the report be adopted as the Standing Orders for the Advisory Board.

CHILDREN'S SERVICES

100 Annual Report on the September 2007 Admission Round for Community and Controlled Schools

The Chief Executive of Education Leeds submitted a report giving statistical information in relation to the admissions process and highlighting issues which need to be addressed for the 2008 admission round.

RESOLVED – That the report be noted.

101 Transforming Secondary and Post-16 Provision in Leeds

The Director of Children's Services and the Chief Executive of Education Leeds submitted a joint report on proposed consultation on an approach to the transformation of secondary and post-16 provision in Leeds.

A four page appendix, circulated with the agenda as exempt, was circulated at the meeting in a revised form which included two pages of open information and two pages of exempt information. In introducing the item the Executive Member (Learning) indicated that all references to "The Central Leeds School Improvement and Learning Alliance" should be amended to read "The Leeds Learning Alliance".

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

RESOLVED –

- (a) That consultation be undertaken on the following:
 - The Transforming Secondary and Post-16 Provision in Leeds paper
 - The Academies in Leeds paper
- (b) That the publication of the Central Leeds School Improvement and Learning Alliance prospectus be approved.
- (c) That the progress being made with the Learning and Skills Council Review be noted and that a further report be brought to this Board in November commenting as part of the formal consultation on the Learning and Skills Council preferred way forward.
- (d) That further reports be brought to this Board outlining the outcome of consultation and expressions of interest in joining the Alliance and sponsoring any Academies in Leeds.

102 Progress of South Leeds High School, October 2007

The Chief Executive of Education Leeds submitted a report summarising the recent progress of South Leeds High School.

RESOLVED –

- (a) That the report and the need for continued support for the school be noted.

- (b) That the Scrutiny Board (Children's Services) be requested to examine the processes whereby Key Stage Four results are initially published with a view to ensuring that the level of risk that incorrect results may be published are minimised.

DATE OF PUBLICATION: 19TH OCTOBER 2007
LAST DATE FOR CALL IN: 26TH OCTOBER 2007 (5.00 PM)

(Scrutiny Support will notify Directors of any items called in by 12 noon on Monday 29th October 2007)

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Report of the Head of Policy, Performance and Improvement

Meeting: Environment and Neighbourhoods Scrutiny Board

Date: 21st November 2007

Subject: Performance Report Quarter 2 2007/08

Electoral Wards Affected:

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 end September 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 2 (1st July to 30th Sept 2007).

3 Background Information

- 3.1** This 'highlight report' has been prepared in readiness for the Accountability process, which includes the CLT meeting on 30th October 2007, Leader Management Team on 1st November 2007 and Overview and Scrutiny Committee on 6th November; separate reports will be prepared for each of the scrutiny boards in readiness for the November cycle of meetings.
- 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)		3 star	3	3	3	3	3	2	3	3

- 4.2 The CPA 2007 provisional score is based on, the category scores allocated in 2006, and our best informed judgement of our performance over the last year. This information will be updated as and when assessment scores are confirmed during 2007/08. Scores highlighted in grey have been confirmed.
- 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 performance indicator 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. The Culture score is still giving us some concern as we hover between a 2/3 score. The eventual outcome on this will depend on the results of specific PIs, for which we are still waiting.
- 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 Scrutiny Board Performance Issues

5.3 Environment and Neighbourhoods

5.3.1 Abandoned Vehicles (BV218a and BV218b)

The council is working in partnership with the Police on abandoned vehicles and a police officer has been seconded to the council to work on this project until March 2008. However, in the year to date, there have been issues on performance through the unavailability of police resources (sickness and retirement) which look set to continue. For this reason, the annual predicted performance has been changed to 90%.

It should be noted that prior to these resourcing issues, the partnership with the police was working well and the number of days that an abandoned vehicle is on the street has fallen from an average of 8 days to just 3.5 hours. As this partnership is funded by NRF (which runs out in March 2008), there may be an adverse effect on performance in future years.

With regard to part b of this indicator, the council uses a contractor based in Doncaster (Doncaster Motor Spares) for the removal of abandoned vehicles.

Performance has deteriorated in the first five months of the year due to the effects of the flooding experienced in June and July. The contractor was unable to maintain its level of performance due to their premises being flooded and the need to provide assistance to local priorities.

This resulted in a minor number of vehicles being picked up outside the 24 hour time window. Although performance is expected to improve over the coming months it is unlikely that the service will achieve its year end target. As such, the annual predicted performance figure has been revised to 86%.

5.3.1 Street Lighting (BV215a and BV215b)

The Street Lighting Contract started on 1st July 2006 and SEC is the contractor appointed to deliver the street lighting PFI on behalf of the council.

The data quality concerns highlighted in the previous report have been eased somewhat. Further auditing of the data used to calculate performance show that the quality of data is improving and we can have greater confidence in the figures presented. Also, system improvements have been made to make the process of calculating this PI easier and further developments are expected, which should further improve our confidence in the data provided. As a result, our data quality concerns have reduced from 'significant' in quarter 1 to 'some' in quarter 2.

In terms of maintenance work, the average number of days taken to repair a street lighting fault has improved markedly on the previous year. However, performance is still below the target set for the year. This is as a result of staff being shifted from maintenance to the core investment programme leading to a backlog of maintenance jobs. This has been addressed by the recruitment of additional staff. These measures are part of the SEC Improvement Plan and the Plan has been presented to and agreed by the council (including CLT and LMT).

In addition, in the first few months of the year, there were still a small number of jobs that had been in the system for some time and were only closed off in this quarter. This significantly increased the number of days used in the calculation of this PI. This issue has been raised with SEC and they are developing processes to improve the management of maintenance work.

The core investment programme continues on target with the achievement of the milestone to install 8,788 columns within the first year of the project, although the target date was postponed by 10 days due to the severe weather experienced in June and July.

The Director of City Services will continue to closely monitor and manage the contract and keep the Executive Member for Development and Regeneration and the City Services PFI Board appraised of progress.

5.3.2 Graffiti (BV199b)

Levels of graffiti have increased compared to the same period last year. An explanation for this is the timings of the surveys and the areas surveyed. Both Hyde Park & Woodhouse and Headingley were surveyed in the early part of the year. Traditionally, as recognised by ENCAMS, graffiti levels are prevalent in areas with a high student population. In order to combat these problems, a hot spot team is operational in the inner North West area but the team often find that as quickly as they remove graffiti in these areas, it reappears.

However, although our performance has deteriorated, further analysis shows that our performance only narrowly fell below an acceptable level. In addition, a task group is in the process of being set up with the aim of using the wider DLEQS survey (a more extensive survey which uses multiple indicators of cleanliness from which BV199 is derived) to identify issues that need addressing, such as this.

It is expected that our score will improve in future surveys but we have adjusted the predicted year end result to 8%.

5.3.3 Crime

In the case of crime, comparisons with the All England top quartiles are not particularly appropriate or helpful as we are not comparing like with like. A better comparison is with core cities, but even then local differences tend to distort the picture. It is better then to look at the reductions in crime achieved over time compared with other crime and disorder reduction partnership areas prioritised by the Home Office for crime reduction activity (CDRPs). The Police set an ambitious target to reduce overall crime levels by 35% between 2003/4 and 2007/8, whereas the Government requirement was only a 20% reduction for CRDP areas and, whilst we are unlikely to achieve the 35% reduction target, a 27.9% reduction so far (and a predicted year end position of 29.7%) reduction is a

significant achievement, equivalent to 21,938 fewer offences. This means we have had the second highest reduction out of the 44 priority CDRP areas.

5.3.4 Drugs

We continue to help a significant number of adult drug misusing offenders get out of crime and into treatment and through a multi-agency approach ensuring that they get other wrap-around support they need. At the end of August we had 3014 adult drug misusing offenders in treatment and current predictions are that this will increase to 3700 by the end of the year which is in line with our target. At the end of August, 79% were in treatment for twelve weeks or more which equals last year's performance and current predictions are that 82% will be retained by the year end, slightly below our target of 85%. Taking this approach continues to be cost effective – it is estimated that for every £1 spent on treatment, at least £9.50 is saved in crime and health costs. We have also been improving our case management and are beginning to make a greater impact on some of the causes as well as the symptoms of their offending behaviour. Users who were already on our caseload but who were continuing to commit crimes and record more than three positive drug tests over a three month period are elevated to High Crime Causing User status (HCCU) and we provide them with more intensive support from designated workers. By June 2007 we were working with approximately 24 HCCU clients and analysis of the offending patterns of this client group has shown that there has been an 81.7% reduction in arrests for trigger offences compared to the situation in the six months prior to them becoming HCCU clients.

5.3.5 Housing Decency

At the end of quarter two this year, 66% of Council homes met the Decent Homes Standard, and ALMOs are working towards achieving 100% decency by the end of 2010/11. Of the remaining capital resources of £365m up to the end of 2010/11, 46% of these resources are available in 2007/08. However, due to the elemental approach taken by ALMOs to completing decency work, it is unlikely that there will be significant increase in the number of properties becoming decent until 2008/09 and 2009/10. On this basis Leeds' is currently projecting 75% decency at the end of 2007/08, 85% at the end of 2008/09, 93% at the end of 2009/10 and 100% at the end of 2010/11.

6 Recommendations

- 6.3** It is recommended that the Environment and Neighbourhoods Scrutiny Board considers the Quarter 2 performance information and highlight any areas for further scrutiny.

Accountability Reporting Guidance

Column No.	Column Title	Key Description	Colour Code
1	Reference	<p>An indicator can have multiple references allowing it to be identified for different purposes. E.G. indicators included in the CPA assessment are prefixed with CPA.</p> <p>Listed below are the prefixes used to identify the different indicators types.</p> <p>CPA – The indicator is included in the CPA Assessment BV – The indicator is part of the Best Value suit of indicators LKI – This indicator is one of Leeds Local Key Indicators CP – This indicator supports objects within the Corporate Plan LAA – This indicator is part of the Local Area Agreement.</p>	
4	Frequency and Measure	This column identifies how frequently the performance information is collected, E.G. Annually. This column also identifies if the data is a % a Number (No.) or collected in days etc...	
5	Good Performance	This column identifies if the performance information in columns 6,7 and 8 should increase or decrease if the service is performing well. You may also see yes or no in this column. There are a number of performance indicators where the audit commission do not specify if the results should rise or fall, for these indicators good performance is N/A.	
8	Current position	<p>The blue shading identifies that data is not available, this will be for one of two reasons.</p> <ol style="list-style-type: none"> 1. The indicator is reported annually, this can be identified by checking the frequency column 2. The information was not available by the reporting deadline, in this case there will be an explanation in the comments column. 	
9	Predicted Full Year Result	Predicted Full year result Will meet target	
		Although the full year result Will Not meet target, a tolerance has been set which scores the indicator as amber.	
		Predicted Full year result Will Not meet target	
10	Year on Year Improvement	Improvement in performance year on year	↑
		Decline in performance year on year	↓
		No improvement or decline in performance year on year	↔
11	All England Top Quartile Based on 2005/06 Year end data	Leeds performance = Top Quartile	
	Satisfaction indicators are based on the 2006/07 quartile information.	Leeds performance = Median Quartiles	
	(Will be updated for 2006/07 in January 2008)	Leeds performance = Bottom Quartile	
12	Core Cities Average (Based on 2005/06 Year End Data)	Core Cities comparison are taken from our following benchmarking partners – Birmingham, Bristol, Leeds, Liverpool, Manchester, Newcastle, Nottingham and Sheffield. To ensure data quality we only compare audited and verified information supplied by the Audit Commission.	
13	Core City position 1 = Top - 8 = Bottom (Based on 2005/06 Year-End data)	This column details where the 2005/06 result is ranked in the results of the 8 Core Cities, with 1= top and 8 = bottom. This is currently based on 05/06 year-end data, we anticipate receiving the 06/07 year end data by February 2008.	
14	Data Quality Issues – Together with projected performance, data quality issues are part of the risk assessment process that is undertaken for each PI included in this report.	Significant Concerns	
		Some Concerns	
		No Concerns	

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	07/08 Result to Date	2006/07 Result
Percentage of indicators achieving target at year end - based on Predicated Full Year Result	70%	49%
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%

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 30th September 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 Numerical	Fall	25.4	22.3	12.3	24.7	↑	6.4	13.7	27.5	4	No concerns
Comments	YTD=3990 down 2.3% against previous year, equivalent to 96 fewer offences. The reduction can be attributed, in part, to the management of offenders in the community by the Police and Probation services.													
BV-127 a	Violent crime per year, 1000 population in the Local Authority area.	Community Safety	Monthly Numerical	Fall	23.8	22.9	11.3	22.5	↑	12.5	22.9	33.5	3	No concerns
Comments	YTD=8137 down 12.4% against previous year, equivalent to 1150 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.													
BV-127 b	Robberies per year, per 1000 population in the Local Authority area.	Community Safety	Monthly Numerical	Fall	2.3	2.2	1.0	2.3	↔	0.3	1.3	3.9	3	No concerns
Comments	YTD=756 up 6.2% against previous year, equivalent to 44 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 on 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 development.													

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Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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-128	Vehicle crimes per 1,000 population	Community Safety	Monthly Numerical	Fall	17.3	16.5	7.1	14.7	↑	7.3	14.6	25.3	2	No concerns
Comments	YTD=5115 down 15.8% against previous year, equivalent to 961 fewer offences. Theft of Motor Vehicle=3671 -15.3% (661 fewer offences).													
BV-174 CP-CS1	The number of racial incidents recorded by the authority per 100,000 population	Community Safety	Quarterly Numerical	Rise	183.51	256.94	72.1	240.1	↑	0.00	0.0	0.0	0	Some concerns
Comments	NOT A FULL RETURN - YTD (April-Sept) CED=87, CityS=68, CorpS=0, Dev=4, L&L=9, N&H=3, SS=1, West North Homes=20, East North Homes=46, Aire Valley Homes=2, Dept.unknown=4 Total of 244 incidents. Last update from Education Leads (Q1 submission) showed returns from just 40% of schools which resulted in - 297 incidents. Education Leads report by school term times rather than Quarters.													
BV-175 CPA-H19	The percentage of racial incidents that resulted in further action	Community Safety	Quarterly %	Rise	93.97	98.00	97.4	97.0	↑	100.00	100.00	84.80	2	Some concerns
Comments	NOT A FULL RETURN - Last update from Education Leads (Q1 submission) reported - 297 incidents of which 283 (95.3%) resulted in further action. This was representative of only 40% of schools.													
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	↑	0.00	0	0	0	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 %	Fall	-23.60	-35.00	-27.90	-29.70	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	YTD=-27.9% reduction on 03/04 baseline, equivalent to 21,938. Down 11.4% against previous year, equivalent to 3401 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. Safer Leeds set an internal target of -27.5% for 07/08 which has currently been exceeded.													
LKI-CS6 LAA-SSC29a	Total number of drug users in treatment	Community Safety	Monthly Numerical	Rise	3,879	3,727	See Comments	See Comments		N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Waiting for figures to be supplied from National Treatment Agency. As at end of Aug Performance 3014 with a Year end prediction of 3700. See cover report for a broader explanation of drugs performance.													
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	Waiting for figures to be supplied from National Treatment Agency. As at end of Aug Performance 79 with a Year end prediction of 82. See cover report for a broader explanation of drugs performance.													
LKI-CS8a LAA-SSC13 LPSA2	Addressing domestic violence by: a) increase the number of reported incidents of domestic violence	Community Safety	Quarterly Numerical	Rise	11180	12500	4921	9850	↓	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	YTD=4921 down 20.2% against previous year, equivalent to 1249 fewer incidents. Trends in reporting domestic violence have fallen across the region. A review of Leeds domestic service has been completed. A stakeholders meeting is to be held in Nov 07 to consider the improvement activity and which priorities will be taken forward. In the meantime, a public awareness campaign will take place in November and December 07.													

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Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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-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	45	47	47	↑	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	YTD=46.5%, 4921 incidents 2288 repeats. 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 has highlighted a shortfall in current resources to meet demand and to manage the volume of victims and will therefore be consider as part of the stakeholders event in Nov 07.													
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	16.20	16.00	23.30	21.00	↑	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	YTD=21.0%													
BV-217 CP-EN51	Percentage of pollution control improvements to existing installations completed on time.	Environmental Health	Quarterly %	Rise	99	90	100	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, Q3 is particularly demanding in terms of the number and types of installations to be completed. Therefore the year end prediction is remaining at 90%													
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	52.0	100.0	90.0	100.0	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Performance during Q2 has been good with significant contributions from contractors.													
LKI-EH8 CPA-H18	Percentage of private sector homes vacant for more than 6 months	Environmental Health	Quarterly %	Fall	2.39	2.69	2.43	2.55	↓	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	Performance is affected by the falling student market in NW Leeds and the increase in long term empty 'investment' properties in new city centre developments. Management of long term empty properties in the traditional areas of low demand has however been relatively successful since the introduction of Empty Property Champions and an Empty Property Enforcement Team.													
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	No temporary accommodation for families meets the definition of hostel accommodation. No plans under the Supporting People programme to commission new or reconfigure existing services that meets the definition.													
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 Numerical	Rise	1	3	1	4	↑	5	1	5	5	No concerns
Comments	In Q1 a 9.5% increase to the Straight Line Projection quarterly figure at the start of the year was observed. This corresponds with the 10% reduction in the number of acceptances indicating a greater shift towards prevention work. In Q2 the figure increased by 20%. A Straight Line Projection indicates that the year end target will be exceeded by 20% at around 3.62 based on current increases. The shift towards prevention solutions coupled with a stringent application of the homelessness acceptance criteria has enabled this result to be achieved. The HNG Statistical Release has shown that Leeds has the 3 lowest acceptance rate of the 7 core cities for Q2. Current preventions that are measured include Assured Shorthold Tenancies, Sanctuary installations and Archway / Young person mediations.													

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Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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
CP-HAS50	Reduce the number of homeless people in Leeds per 1000 households, as defined by the Council.	Homeless and Advisory Service	Monthly Numerical	Fail	5.30	5.23	1.06	5.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	CP-HAS50 expresses the same performance as that stated in LKI-HAS4 except in terms of homeless households per 1000 rather than individual cases accepted. For example, 344 acceptances in Sept translates to 1.06 households per 1000 per quarter. (homeless acceptances/ households in Leeds(32.027))*100 = 1.06 for Q2. As a consequence the same target performance analysis has been applied, resulting in a year end target projection of 5.00.													
LKI-HAS4	The number of homeless acceptances made in the year (cumulative)	Homeless and Advisory Service	Monthly Numerical	Fail	1722.00	1700.00	344.00	1600.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	The Straight Line Projection for the year end is now 1,448 acceptances. This translates to a 20% decrease to the SLP target in Q2. It follows on from a 10% decrease in Q1 under the straight line projection monthly figure for that quarter. The number of acceptances for Sept follows a month on month decrease in the number of acceptances for the last three months. This is the lowest number of acceptances for the current year to date. Based on a pure straight line projection the year end target should be exceeded. However due to 158 Case Resolution cases that will require prevention and homelessness assessment by year end, the target projection has been set at 1600.													
LKI-HAS5 LAA-SSC26	The number of homeless acceptances resulting from parental eviction (cumulative)	Homeless and Advisory Service	Monthly Numerical	Fail	254.0	210.0	27.0	120.0	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	For local reporting purposes an age filter of 16 - 25 has been applied to those accepted for parental eviction. This corresponds to legislation around homelessness and vulnerability. It is also applied as referral criteria for the Archway mediation service. The P1E return does not apply an age filter and includes anyone regardless of age for whom parental eviction is the main cause of their homelessness. The SLP indicates that this figure will be around 120 for Year End. Target is expected to be exceeded.													
LKHAS11	Number of sanctuary installations completed	Homeless and Advisory Service	Monthly Numerical	Rise	174.00	250.00	151.00	302.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	151 Sanctuary installations by the end of September. Relates to an LPSA2 target on reducing homelessness. Qualification for reward grant dependent on total homeless acceptances not exceeding 1800 and acceptances relating to violence or hate crime not exceeding 550 in 2006/09.724 homeless acceptances in Q1/2 of which 201 related to domestic violence or hate crime. All targets relating to LPSA2 reducing homelessness (DOMESTIC VIOLENCE) are traffic light green. Spend just under 80k at the end of Q2. Budget of 200k. Set aside 25k for care ring alarms.													
BV-184a CP-HM51 CPA-H1	The proportion of local authority homes which were non-decent at 1st April 07.	Housing Management	Monthly %	Fail	39	33	36	34	↑	16	47	56	3	No concerns
Comments	1 April 07 performance dipped at the end of quarter 2 from the Q1 position of 34.97. Currently analysing data to identify whether this is a system or data error. Discussions with KPMG (external auditor) have taken place in relation to the migration of data into the new decency reporting system. This will ensure there are no reporting issues at year end. See cover report for a broader explanation of decency.													
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	4.3	26.5	↑	28.3	4.1	9.6	3	No concerns
Comments	Slow in year progress is largely due to ALMO Review and new ALMOs taking longer to develop capital programmes for 07/08. At this stage in the year, it is expected that most planned schemes will be completed, although it is unlikely that the target will be achieved. At the quarter 2 performance meetings, ALMOs will provide updates on projected performance to year end. See cover report for a broader explanation of decency.													
BV-212 CPA-H8	Average time taken to re-let local authority housing.	Housing Management	Monthly Days	Fail	41	32	33	34	↑	29.0	51	59	5	Some concerns
Comments	It is unlikely that the target will be achieved, although an improvement on 06/07 is expected. Issues raised during the BV212 external audit are currently being discussed with ALMOs and dialogue will be taking place with audit commission regarding the interpretation of the indicator definition to address a number of data quality concerns.													

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BV-63 CPA-HM52 LAA-HCOP21	Energy Efficiency - the average SAP rating of local authority owned dwellings	Housing Management	Quarterly Numerical	Rise	65	67	66	67	↑	69.0	63	62	4	No concerns
Comments	There is to be a change to SAP calculation in the near future whereby the reporting scale will reduce from 1-120 to a scale of 1-100. When this methodology comes in fully it will see many local authorities losing 4 to 5 SAP points. To off set 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	96.69	97.00	95.61	96.70	↑	98.6	97.07	95.42	3	No concerns
Comments	Performance at the end of Quarter 2 is negatively impacted by direct debit cycles, and actual performance the next week was 96.22% which is above the CPA lower threshold. However, analysis shows that performance is slightly worse than last year (96.69). A BV66a Working Group between Strategic Landlord and the ALMOs has developed an action plan to address performance issues, and is monitoring performance developments on a monthly basis. Strategic Landlord has also met with ALMO Customer Services Directors to raise concerns about slow progress. CPA Mid threshold based on year end prediction.													
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	6.79	7.00	↑	4.1	8.53	10.40	1.00	No concerns
Comments	Performance continues to improve, and the target should be achieved by year end.													
BV-66c	Percentage of local authority tenants in arrears who have had Notices Seeking Possession served	Housing Management	Monthly %	Fall	24.93	23.50	9.85	20.00	↑	17.1	35.18	33.16	3	No concerns
Comments	N.A.													
BV-66d	Percentage of local authority tenants evicted as a result of rent arrears.	Housing Management	Monthly %	Fall	0.29	0.26	0.14	0.28	↑	0.2	1	1	1	No concerns
Comments	Based on current eviction levels the year end target will not be reached. This is because of action being taken in relation to arrears contributing to BV66a.													
LKI-HMA3	Percentage of rent lost through Local Authority dwellings becoming vacant	Housing Management	Monthly %	Fall	1.60	1.50	1.34	1.40	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	N.A.													
LKI-HMA4 CPA-H5	The average time taken to complete non-urgent responsive repairs	Housing Management	Monthly Days	Fall	12.70	11.00	10.00	11.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Performance continues to improve, and the target should be achieved by year end. CPA Upper threshold based on year end prediction.													
LKI-HMA7 CPA-H4	The percentage of urgent repairs completed within Government time limits	Housing Management	Monthly %	Rise	96.72	97.35	97.86	97.35	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	Performance continues to improve, and the target should be achieved by year end. CPA Upper threshold based on year end prediction.													
LKI-NR4 LAA-SSC32A	Percentage of local authority homes which meet the governments decency standard	Housing Management	Monthly %	Rise	70.22	80.00	65.99	75.00	↑	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	This indicator is the inverse of BV184a. See comments for BV184a. See cover report.													

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Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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-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 Numerical	Rise	2377.00	1500.00	1490.00	2400.00	↑	76.5	7	498.88	1	No concerns
Comments	Improvement work undertaken jointly between Council Tax and Environmental Health has resulted in enhanced performance. CPA Upper threshold.													
TS-E32	Trading standards, visits to high risk premises	Trading Standards	Quarterly %	Rise	100.00	100.00	28.20	100.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	High risk premises are identified using a national schema. The top quartile figure, target and projected year end performance is 100%. During the first 2 quarters 19% and 28.2% of premises were visited. This target will be achieved by the end of January 2008 to ensure sufficient time remains in February and March to visit non compliant premises before the year end (see below). CPA Upper based on year end prediction.													
TS-E33a	Trading Standards - levels of business compliance - high risk premises	Trading Standards	Quarterly %	Rise	100.00	95.00	100.00	95.00	↓	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	This performance measure identifies those premises that are generally compliant with trading standards legislation. Non compliant premises are those where there is a major infringement. Premises that have been brought back into compliance through advice and follow up enforcement visits or where prosecutions have been instigated are deemed to be compliant for this measure. During the first quarter compliance levels were generally low. There has been a substantial improvement during the second quarter as follow up visits to quarter 1 non compliant premises will have been carried out during quarter 2. As the planned high risk premises will all have been visited by January 2008 advice and follow up visits can be undertaken in February and March 2008 to ensure compliance achieves at least 95% at year end.													
TS-E33b	Trading Standards - levels of business compliance - medium risk premises	Trading Standards	Quarterly %	Rise	100.00	95.00	98.90	95.00	↓	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	This performance measure identifies those premises that are generally compliant with trading standards legislation. Non compliant premises are those where there is a major infringement. Premises that have been brought back into compliance through advice and follow up enforcement visits or where prosecutions have been instigated are deemed to be compliant for this measure. During the first quarter compliance levels were generally low. There has been a substantial improvement during the second quarter as follow up visits to quarter 1 non compliant premises will have been carried out during quarter 2. As the planned high risk premises will all have been visited by January 2008 advice and follow up visits can be undertaken in February and March 2008 to ensure compliance achieves at least 95% at year end.													
TS-E33c	Trading standards - levels of business compliance - low risk premises	Trading Standards	Quarterly %	Rise	97.10	95.00	100.00	95.00	↓	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	This performance measure identifies those premises that are generally compliant with trading standards legislation. Non compliant premises are those where there is a major infringement. Premises that have been brought back into compliance through advice and follow up enforcement visits or where prosecutions have been instigated are deemed to be compliant for this measure. During the first quarter compliance levels were generally low. There has been a substantial improvement during the second quarter as follow up visits to quarter 1 non compliant premises will have been carried out during quarter 2. As the planned high risk premises will all have been visited by January 2008 advice and follow up visits can be undertaken in February and March 2008 to ensure compliance achieves at least 95% at year end.													
BV-62a(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	17.20	18.30	↑	20.87	14.25	13.75	1	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. Levels of recycling remain fairly constant. In April through to August, Leeds has recycled 17.20% of its waste arisings which is an improvement on the same period last year. Based on this, initial indications are that we should achieve a year end recycling rate of 18.30%, exceeding our target. This is largely due to an increase in timber, glass, and television tonnage. In addition, these figures now include small electrical items, which previously, we did not recycle.													
BV-62a(ii) CPA-E6	Total tonnage of household waste arisings which have been sent by the authority for recycling	Refuse Collection & Waste Management	Quarterly Numerical	Rise	53486.00	61435.00	25738.00	61435.00	↑	15126.1	6140.14	32330.58	1	No concerns

Environment and Neighbourhoods Quarter 2 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. Levels of recycling remain fairly constant. In April through to August, Leeds has recycled 17.20% of its waste arisings which is an improvement on the same period last year. Based on this, initial indications are that we should achieve a year end recycling rate of 18.30%, exceeding our target. This is largely due to an increase in timber, glass, and television tonnages. In addition, these figures now include small electrical items, which previously, we did not recycle.													
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	9.46	7.76	↑	13.05	3.55	4.22	5	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. Levels of composting continue to increase. In the first five months of the year, the council has composted 9.46% of its waste, well above its target of 7.39%. This can be attributed to the garden waste collection pilot and the increased levels of garden waste collected at household waste sites. This was helped by the wet summer experienced which promoted grass growth. Year end projections indicate that the tonnage of household waste composted will exceed the target set and the annual predicted performance has been revised accordingly however, due to seasonal variations in levels of composting it may not reach the levels achieved year to date. Leeds is behind some other core cities in the amount of waste composted. However, the citywide roll out of garden waste collections and food waste collections as part of the waste strategy, agreed by Executive Board, will see the composting rate rise still further in the coming years.													
BV-82b(ii)	The tonnage of household waste sent by the authority for composting or treatment by anaerobic digestion	Refuse Collection & Waste Management	Quarterly Numerical	Rise	21845.00	25125.00	14154.00	25993.00	↑	8770.3	1823.31	9767.06	3	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. Levels of composting continue to increase. In the first five months of the year, the council has composted 9.46% of its waste, well above its target of 7.39%. This can be attributed to the garden waste collection pilot and the increased levels of garden waste collected at household waste sites. This was helped by the wet summer experienced which promoted grass growth. Year end projections indicate that the tonnage of household waste composted will exceed the target set and the annual predicted performance has been revised accordingly however, due to seasonal variations in levels of composting it may not reach the levels achieved year to date. Leeds is behind some other core cities in the amount of waste composted. However, the citywide roll out of garden waste collections and food waste collections as part of the waste strategy, agreed by Executive Board, will see the composting rate rise still further in the coming years.													
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	0.40	0.42	↓	6.72	0	24.98	5	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. The slight dip in performance is as a result of the improved performance on BV82a and b. Performance in this area is assisted by a contractor who uses SORT rejections to generate energy from waste.													
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 Numerical	Rise	1775.00	72.00	601.00	1389.00	↓	13174	0	73265.76	5	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. The slight dip in performance is as a result of the improved performance on BV82a and b. Performance in this area is assisted by a contractor who uses SORT rejections to generate energy from waste.													

Environment and Neighbourhoods Quarter 2 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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-82d(i) CP-RC52	Percentage of household waste arisings which have been landfilled	Refuse Collection & Waste Management	Quarterly %	Fall	77.09	74.52	72.95	73.50	↑	59.41	77.4	55.36	4	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. In the first five months of the year, the tonnage of waste sent to landfill has reduced by 6.37% compared to the same period in the previous year. Assuming we continue at this rate, we are in line to exceed our year-end target. Projections suggested a year end figure of around 73.50%. The improved performance on this PI is directly related to the improvements made on BVPI 82a and b.													
BV-82d(ii)	Tonnage of household waste arisings which have been landfilled	Refuse Collection & Waste Management	Quarterly Numerical	Fall	260416.00	253357.00	109188.00	245534.00	↑	53892.2	187764	121763	6	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. In the first five months of the year, the tonnage of waste sent to landfill has reduced by 6.37% compared to the same period in the previous year. Assuming we continue at this rate, we are in line to exceed our year-end target. Projections suggested a year end figure of around 73.50%. The improved performance on this PI is directly related to the improvements made on BVPI 82a and b.													
BV-84a CPA-E26	Number of kilograms of household waste collected per head of population	Refuse Collection & Waste Management	Quarterly KG	Fall	467.18	467.21	199.52	467.21	↔	394	480	458.7	4	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. The number of kgs of household waste collected per head has reduced by 7.88 kgs on the same period last year. This improved performance has been assisted by the population increase of 27,100 as we have a greater number of residents to divide our waste arisings between. However, our waste arising year to date has only increased by 293 tonnes which is positive considering the number of new residents.													
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	-3.80	-0.96	↑	-3.79	1.01	-2.99	5	No concerns
Comments	The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. The better than expected performance seen in quarter one continues and projections indicate that we will exceed our year end target. For further detail please see comments for BV84a.													
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	92.40	95.00	92.64	92.64	↑	100	93.5	90.2	4	Some concerns
Comments	The service is investigating why some households do not have access to a 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 in 2007/08. Nevertheless, the waste strategy for Leeds sets out the council's commitment to extend access to kerbside recycling services as evidenced by the agreed roll out of further citywide kerbside collection services (i.e. food and garden waste). 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 2 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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	92.40	95.00	92.64	92.64	↑	100	90.1	64.3	3	Some concerns
Comments	<p>The service is investigating why some households do not have access to a 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 in 2007/08. Nevertheless, the waste strategy for Leeds sets out the council's commitment to extend access to kerbside recycling services as evidenced by the agreed roll out of further citywide kerbside collection services (i.e. food and garden waste). 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.</p>													
LKI-82 A&B (i)	Percentage of household waste arisings sent by the authority for recycling or composting	Refuse Collection & Waste Management	Monthly %	Rise	22.30	25.46	26.66	26.08	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	<p>The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. Combined recycling and composting rates continue to increase. For further details, please see the comments provided against BVPI 82a and BVPI 82b.</p>													
LKI-82A&B (ii)	Total tonnage of waste arisings sent for recycling and composting	Refuse Collection & Waste Management	Monthly Number	Rise	74971.00	86560.00	39892.00	87428.00	↑	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	<p>The figures submitted relate to April to August only, as September's figures were not available at the time of running this report. Combined recycling and composting rates continue to increase. For further details, please see the comments provided against BVPI 82a and BVPI 82b.</p>													
LKI-RC1	Number of household collections missed per 100,000 collections	Refuse Collection & Waste Management	Quarterly numerical	Fall	85.00	95.00	33.95	95.00	↓	N.A.	N.A.	N.A.	N.A.	Some concerns
Comments	<p>The service continues to improve its performance on this indicator and is on track to achieve its year end target. The 2007/08 target was set at that level to reflect the fact that the council is undertaking more collections of waste than it ever has before. The full year effect of the garden waste pilot (delivered to 20,000 households) was accounted for in the target setting process. Households on the garden waste collection pilot receive a fortnightly collection in the summer months and a four weekly collection in the winter months and the target was set to reflect this fact. In 2007/08, the service will collect over 20 million bins and the more collections you introduce the more risk there is that some collections will be missed.</p>													
LKI-RC1b	Percentage of household waste collections, collected per 100,000 collections	Refuse Collection & Waste Management	Quarterly %	Rise	99.90	99.90	99.97	99.90	↔	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	<p>The service continues to improve its performance on this indicator and is on track to achieve its year end target. The 2007/08 target was set at that level to reflect the fact that the council is undertaking more collections of waste than it ever has before. The full year effect of the garden waste pilot (delivered to 20,000 households) was accounted for in the target setting process. Households on the garden waste collection pilot receive a fortnightly collection in the summer months and a four weekly collection in the winter months and the target was set to reflect this fact. In 2007/08, the service will collect over 20 million bins and the more collections you introduce the more risk there is that some collections will be missed.</p>													

Environment and Neighbourhoods Quarter 2 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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-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	15.00	16.00	↑	8.8	21	18.1	5	No concerns
Comments	<p>Improvements have been made to further reduce the levels of litter within the city. In spite of the smoking ban and the fact that nationally smoking related litter has increased, our levels of litter have reduced in the majority of areas surveyed compared to the same period last year.</p> <p>Detritus levels have seen an increase but this may be attributed to the unseasonably heavy rainfall experienced and the need to shift Streetscene resources to assist with the problems the flooding caused.</p> <p>Whilst at present we are exceeding our target of 16%, to maintain this level of performance we will need to address issues surrounding the use of mechanical and non mechanical cleaning methods and the cleansing of traffic islands.</p> <p>It should also be noted, that the level of performance achieved is being assisted by active enforcement across the city and the performance of the environmental pride teams (funded by NRF) in cleaning up many of the most deprived areas of the city.</p>													
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	11.00	8.00	↓	1	6	11	6	No concerns
Comments	<p>Levels of graffiti have increased compared to the same period last year. An explanation for this is the timings of the surveys and the areas surveyed. Both Hyde Park & Woodhouse and Headingly were surveyed in the early part of the year. Traditionally, as recognised by ENCAMS, graffiti levels are prevalent in areas with a high student population. In order to combat these problems, a hot spot team is operational in the inner North West area but the team often find that as quickly as they remove graffiti in these areas, it reappears.</p> <p>However, although our performance has deteriorated, further analyses shows that our performance only narrowly fell below an acceptable level. To address the issues identified, the survey manager plans to improve the communication and co-ordination between the graffiti removal team and the survey managers. In addition, a task group is in the process of being set up with the aim of using the wider DLEQS survey (a more extensive survey which uses multiple indicators of cleanliness from which BV199 is derived) to identify issues that need addressing, such as this.</p> <p>Although it is believed that that our score will improve in future surveys we have adjusted the expected year end result to 8%.</p>													
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	2.00	1.00	↔	0	2	3	1	No concerns
Comments	<p>Our performance on this indicator has deteriorated slightly as levels of fly-posting increased in secondary retail areas. This isn't an issue and we expect that future surveys will ensure we still achieve our year end target.</p>													
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	<p>Our performance in relation to this indicator is again rated as 'very effective' (the best rating available). This is due to the number of incidents reported reducing on the same period last year by 1162, whilst the number of enforcement actions have risen by 2528.</p>													

Environment and Neighbourhoods Quarter 2 Performance Report 2007/08

Reference	Title	Service	Frequency & Measure	Good Performance	2006/07 Year-End	2007/08 Target	Current Position as at 30th September 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-218a	Percentage of new reports of abandoned vehicles investigated within 24 hours of notification	Street Cleansing	Quarterly %	Rise	92.54	92.50	90.32	90.00	↓	96.64	73	75.93	3	Some concerns
Comments	<p>The level of performance reported is provisional at this stage and may be adversely affected by a number of jobs that are still 'pending'. The council is working in partnership with the Police on abandoned vehicles and a police officer has been seconded to the council to work on this project until March 2008.</p> <p>In the year to date, there have been issues on performance through the unavailability of police resources (sickness and retirement). For this reason, the annual predicted performance has been changed to 90%.</p> <p>It should be noted that prior to these resourcing issues, the partnership with the police was working well and the number of days that an abandoned vehicle is on the street has fallen from an average of 8 days to just 3.5 hours. This partnership has also assisted in reducing the number of reports of abandoned vehicles by 12% on the same period last year. As this partnership is funded by NRF (which runs out in March 2008), there may be an adverse effect on performance in future years.</p> <p>In terms of data quality, work is underway to resolve the situation on 'pending jobs' with a training session being provisionally booked for November to improve the administrative process.</p>													
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	79.35	86.00	↓	95	61.11	74.22	5	Some concerns
Comments	<p>The council uses a contractor based in Doncaster (Doncaster Motor Spares) for the removal of abandoned vehicles.</p> <p>Performance has deteriorated in the first five months of the year due to the effects of the flooding experienced in June and July. The contractor was unable to maintain its level of performance due to their premises being flooded and the need to provide assistance to local priorities.</p> <p>This resulted in a minor number of vehicles being picked up outside the 24 hour time window. However, to set this in context, the maximum time over the 24 hour deadline was 1.5 hours. Although performance is expected to improve over the coming months it is unlikely that the service will achieve its year end target. As such, the annual predicted performance figure has been revised to 86%.</p>													
LKI-SC6	The average time taken to remove fly tips	Street Cleansing	Quarterly Days	Fall	1.11	1.15	1.29	1.15	↓	N.A.	N.A.	N.A.	N.A.	No concerns
Comments	<p>Although our performance has improved on the last quarter and is an improvement on our performance during the same period last year, we are still not achieving our targets by a small percentage. Also, the vast majority of the jobs used to calculate this PI were crew spots and without these the figure reported would be higher.</p> <p>Responsiveness to jobs and the type and size of fly tips being recovered will be examined by the service.</p> <p>With regard to data quality, the issues have now been resolved.</p>													

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 21st November 2007

Subject: Outcomes of research into the housing market in Leeds

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 At the beginning of the municipal year, Members of the Board requested information on the Housing Market Assessment, which linked into discussions around the recommendations following an inquiry into Affordable Housing.

2.0 Information submitted to the Board

- 2.1 Attached to this report is a report on the outcomes of research into the housing market in Leeds that has been provided by the department.

3.0 Recommendation

- 3.1 Members are requested to note the information provided and make comments and recommendations as appropriate.

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ITEM 10 (a)

Report of the Director of Environment and Neighbourhoods

Scrutiny Board (Environment and Neighbourhoods)

Date: 21st November 2007

Subject: Outcomes of research into the housing market in Leeds

<p>Electoral wards affected: All</p> <p><input type="checkbox"/></p> <p>Ward Members consulted (referred to in report)</p>	<p>Specific implications for:</p> <p>Ethnic minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled people <input type="checkbox"/></p> <p>Narrowing the gap <input type="checkbox"/></p>
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1.0 Introduction

- 1.1 Over the past year, a number of pieces of research have been commissioned by both the council and private sector housing providers to provide a robust evidence base from which to plan the future of housing in Leeds. The research undertaken includes:
- Strategic Housing Market Assessment
 - Research into Demand for Council Housing
 - City Centre Housing research
 - Housing and Economic growth in the Leeds City Region research
 - Student Housing research
 - West Yorkshire BME Housing research
 - West Yorkshire Private Rented Sector research
- 1.2 The Council, in conjunction with the Leeds Housing Partnership, commissioned the Strategic Housing Market Assessment (HMA). Communities and Local Government require this assessment to review future demand across all housing tenures.
- 1.3 In addition, as a linked piece of research, the Demand for Council Housing research focused on the movement and changes that have occurred over recent years in the

supply and demand of social housing, and to understand who was accessing council homes.

- 1.4 Both reports were completed in summer 2007. The HMA involved:
- a review of secondary data, and other research and evidence;
 - a survey of 3,543 households, assessing housing demand both across tenure and across the city;
 - additional reports on older people, Black and Minority Ethnic needs, and rural housing needs in the city.
- 1.5 The HMA stated that 1889 new affordable homes per annum were required to meet housing needs in the city. The Demand for Social Housing research predominantly analysed the drivers for demand, including a detailed analysis of the current customer profiles of those who want council housing.
- 1.6 The Demand for Social Housing research supported the HMA in showing considerably more demand than supply of social housing, and recommended a number of measures to increase supply. In addition, it showed that the future tenant base is changing, due to rehousing those in greater housing need. As a result, a change in the way housing management services are provided will be required.

The research into housing and employment growth in the Leeds City Region identified a need to improve the supply of housing, and the quality and range of the housing offered, if continued economic growth is to continue. Housing for low paid workers is as important as provision of high quality housing options for high earners.

The external research carried out by DTZ into city centre housing that was highlighted in the local press, found that demand for city living had not proved to be as robust as initially anticipated. There is potentially an oversupply of apartments, as shown by the relatively high level of empty properties, especially in the 'fringe' city centre developments. It also showed that there could be future demand from low paid city centre workers for cheaper rented housing in Leeds City Centre.

The increase in purpose built accommodation for students has led to unlet shared housing in the Leeds 6, area and action is now needed to bring those back into use.

2.0 Presentation submitted to the Board

- 2.1 The analysis from all this research has been placed into a presentation for the Board to comment on. The presentation sets out the following key areas for further discussion.
- An overview of the research.
 - The current Leeds Housing Markets – key issues across the housing market zones.
 - Emerging demand for both owner occupied and social housing.
 - The change in the size of properties across the city.
 - Entry level salaries for buyers across the city.

- An overall assessment of the targets to increase affordable housing and current delivery.
- The effects of the changes to the levels of affordable housing on a scheme.

2.2 Members should note that officers from Development Department in conjunction with officers from Environment and Neighbourhoods are starting the work to produce the Supplementary Document on Affordable Housing that will replace the existing Supplementary Planning Guidance (SPG) on Affordable Housing.

2.3 The Housing Market Assessment for Leeds has identified the need to set affordable housing provision between 25 to 40%. The Regional Spatial Strategy envisages 30 to 40 % affordable housing across Leeds. The Supplementary Planning Document will need to conform to the regional objectives.

3.0 Recommendations

3.1 Members are requested to consider the information in the presentation and comment on key issues identified.

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Evidence Base

- Strategic Housing Market Assessment
- Research into Demand for Council Housing
- City centre housing research
- Housing and Economic growth in the Leeds City Region research
- Student housing research
- West Yorkshire BME housing research
- West Yorkshire private rented sector research

Affordable Housing is now a key issue for the Government

Housing Green Paper

More Homes

- 3million new homes by 2020
- Annual House building target increased to 240,000
- 45,000 new homes for social rent
- 25,000 shared ownership
- Local housing companies

Housing Green Paper

Building homes more quickly

- unlocking the planning system
- releasing land for development

Greener Homes

- High environmental standards
- Carbon zero developments by 2016

What is changing the Housing Market in Leeds?

Demographic changes

- Increasing population
- Net in-migration

Successful local economy

- Employment/commuterism
- student population

Patterns of Demand

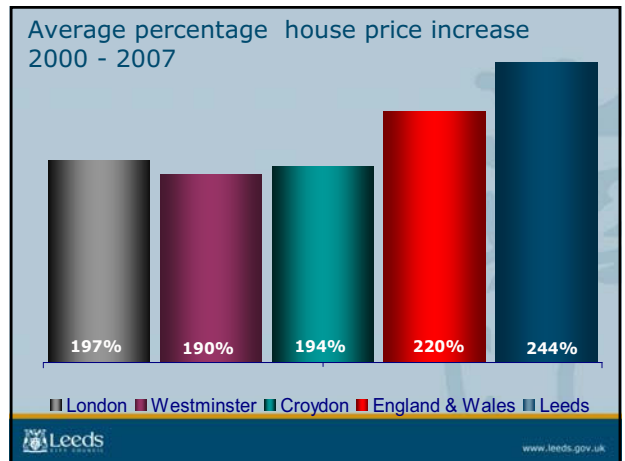
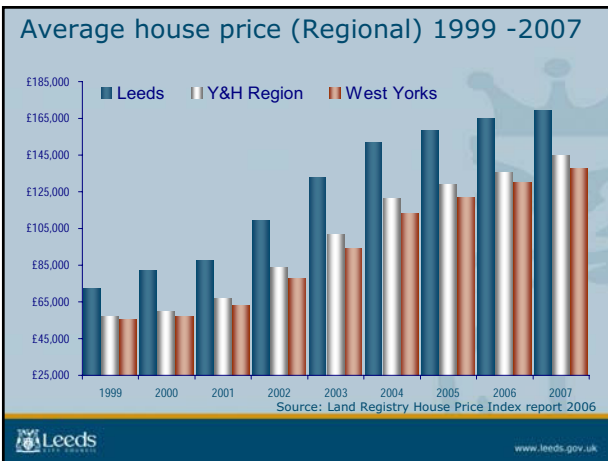
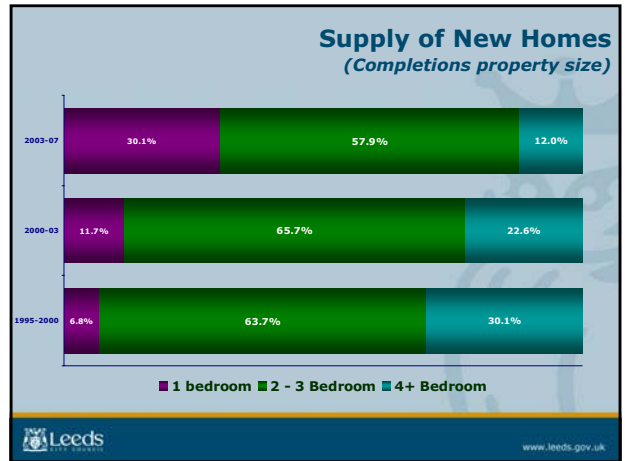
Households seeking to buy

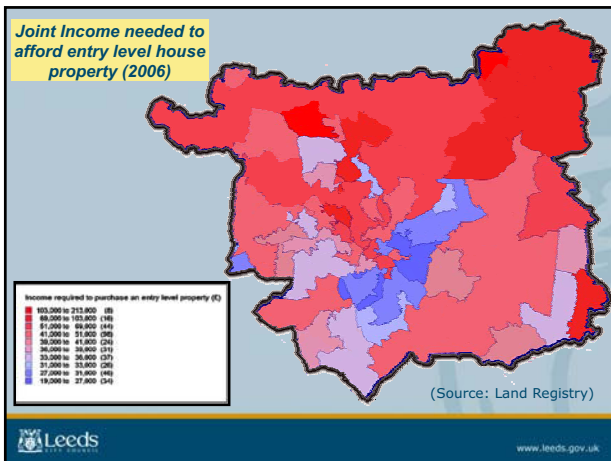
	1 bed	1 - 2 bed	2 - 3 beds	3+ beds
Existing Households	2.3%	33.1%	70.6%	66.7%
Newly forming households	9.6%	71.2%	86.5%	28.8%
ALL	5.9%	52.1%	73.6%	47.8%

Patterns of Demand

Households seeking to rent (social housing)

	1 bed	1 - 2 bed	2 - 3 beds	3+ beds
Existing Households	14.1%	49.5%	71.8%	50.5%
Newly forming households	29.0%	86.3%	71.1%	13.3%
ALL	21.6%	67.9%	71.5%	31.9%





Affordability

Annual joint income needed to afford entry level price

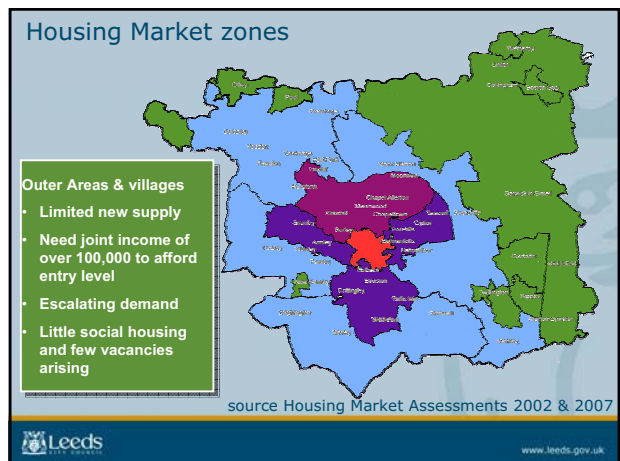
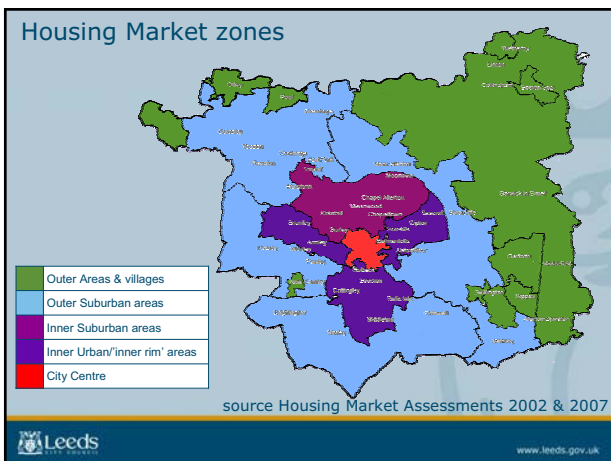
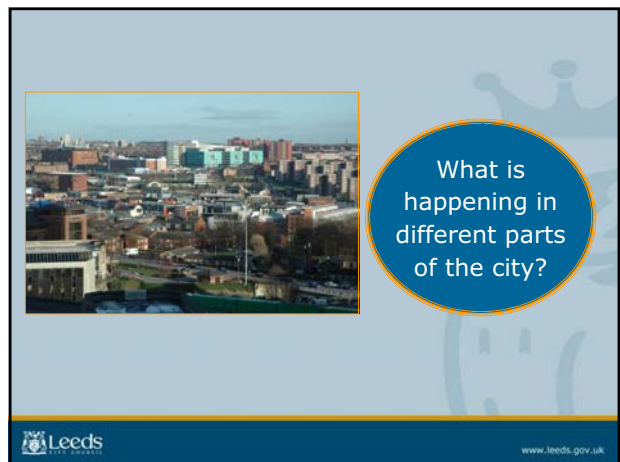
Collingham	£128,700	Hyde Park	£56,700
Adel	£92,000	Chapel Allerton	£56,500
Bardsey	£82,100	Kirkstall	£52,600
Headingley	£77,900	Chapeltown	£41,300
Alwoodley	£72,900	Stanningley	£40,500
Guiseley	£67,300	Bramley	£39,100
Otley	£67,100	North Seacroft	£38,800
Roundhay	£62,500	North Gipton	£35,000
Aberford	£61,100	Harehills	£33,000

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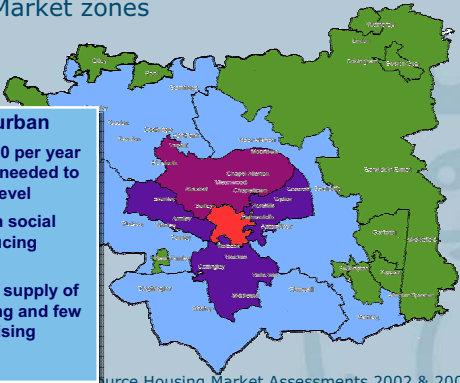
Salaries in Leeds: 2007

Deputy Sister (St James')
£22,886 – £31,004 (Source NHS Recruiting)
New Police Officer
Starting Salary £23,454 (Hansard Feb 2007)
Newly qualified teacher
£20,133 – £29,427 (Education Leeds)
Environmental Health Officer (post qualification)
Starting salary £20,895 (Leeds City Council)
HGV driver
17,200 -£19,000 (source – Yorkshire Post)
Catering Team Leader
£14,500 (source – Yorkshire Post)

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Housing Market zones



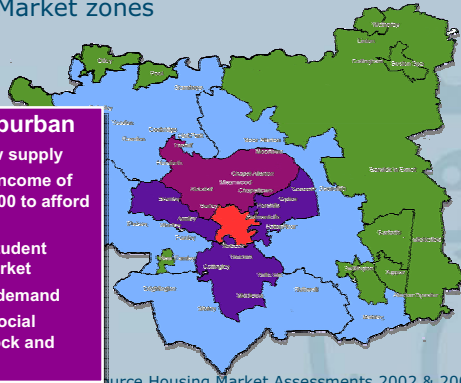
Outer Suburban

- Over £65,000 per year joint income needed to afford entry level
- Vacancies in social housing reducing substantially
- Limited new supply of social housing and few vacancies arising

source Housing Market Assessments 2002 & 2007

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Housing Market zones



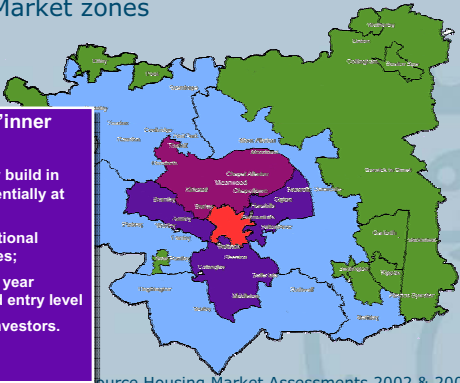
Inner Suburban

- Limited new supply
- Need joint income of over £100,000 to afford entry level
- Impact of student housing market
- Escalating demand
- Reducing social housing stock and vacancies

source Housing Market Assessments 2002 & 2007

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Housing Market zones



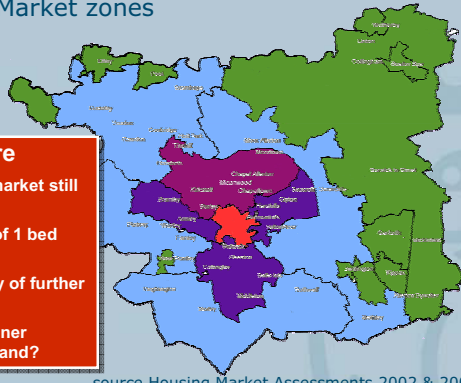
Inner Urban/inner rim'

- Significant new build in EASEL and potentially at Middleton
- Largest proportional increase in prices;
- Over 23,000per year needed to afford entry level
- Attractive for investors.

source Housing Market Assessments 2002 & 2007

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Housing Market zones



City Centre

- Investment market still buoyant
- Oversupply of 1 bed apartments?
- Sustainability of further supply
- Reducing owner occupier demand?

source Housing Market Assessments 2002 & 2007

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How does this affect choices of tenure?



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Shared Equity & Sub Market Rent

"Intermediate Housing"

- Still very small part of the housing market
- Only 128 new units added last year
- Still lack of awareness and reluctance to take up
- 35% of households in Housing Assessment Survey reported interest



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Private Rented housing

- Increasing option of choice
- Buy to let
- Average rents high
- affordable on low to average incomes through sharing
- asylum seekers/migrants
- discharge of homelessness duty
- "Churning"



Social Housing

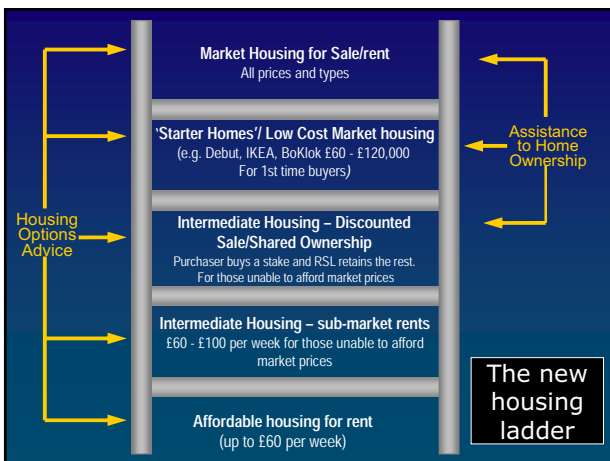
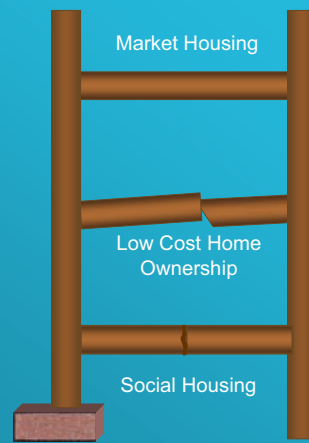


- Vastly reduced social housing stock.
- Tenant base changing.
- Demand buoyant.
- Vacancies falling.
- Increasingly used for statutory duties.
- Reduced mobility within the tenure.

What can we do?



The old housing ladder



Government's Housing Needs Model

Affordable Housing

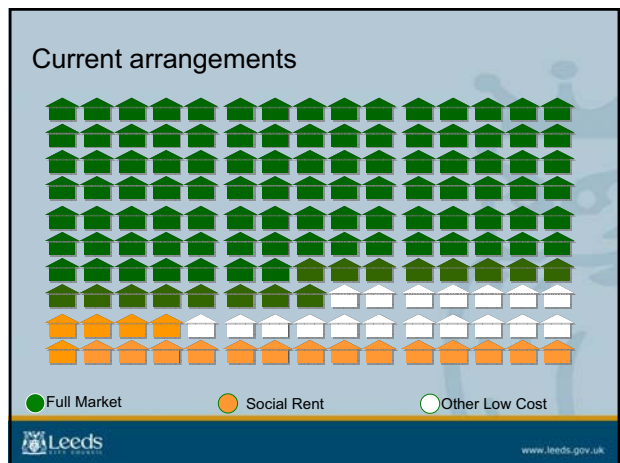
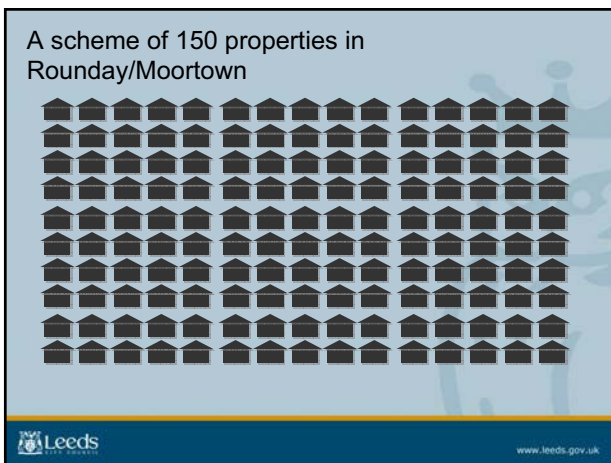
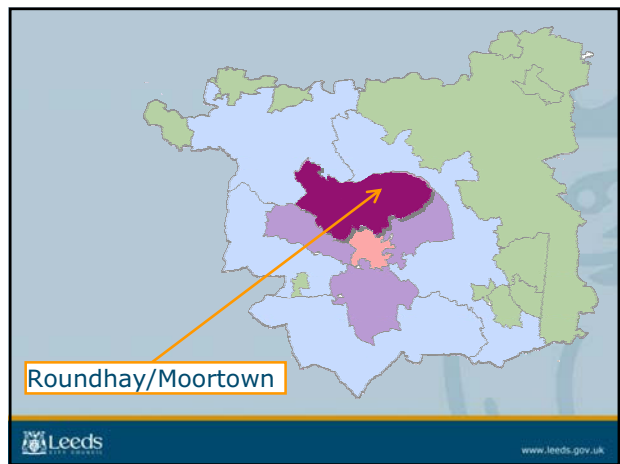
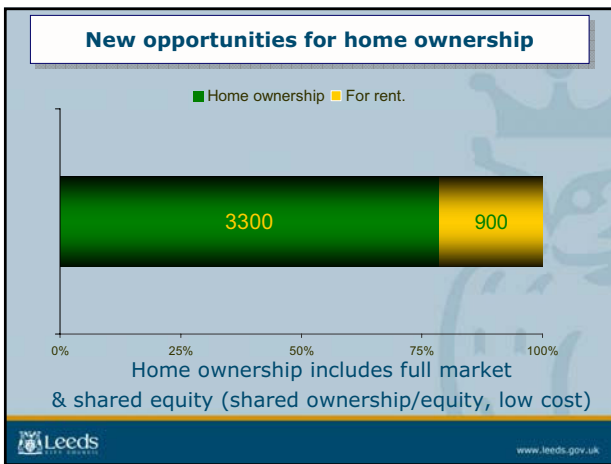
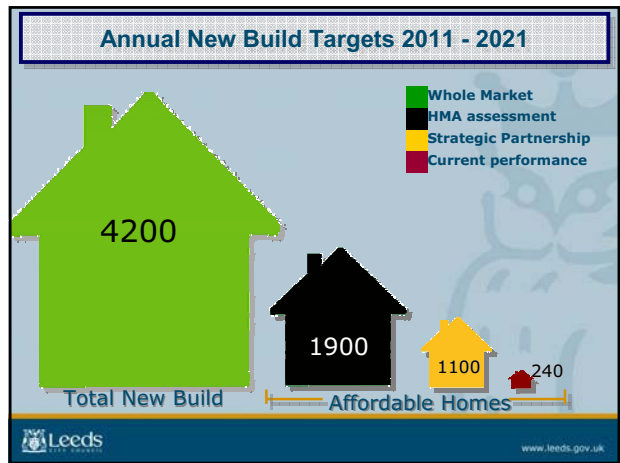
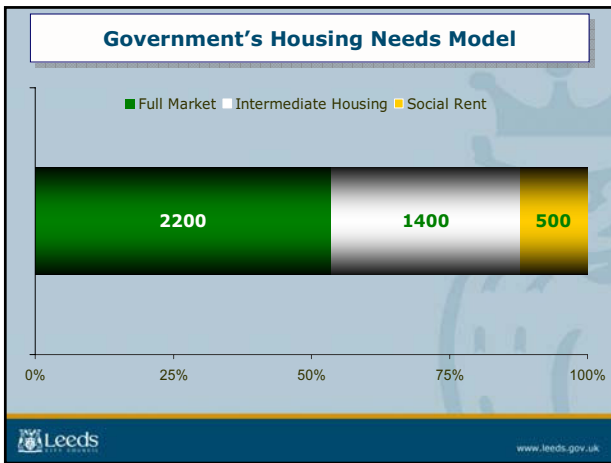
71%
2-3
bedrooms

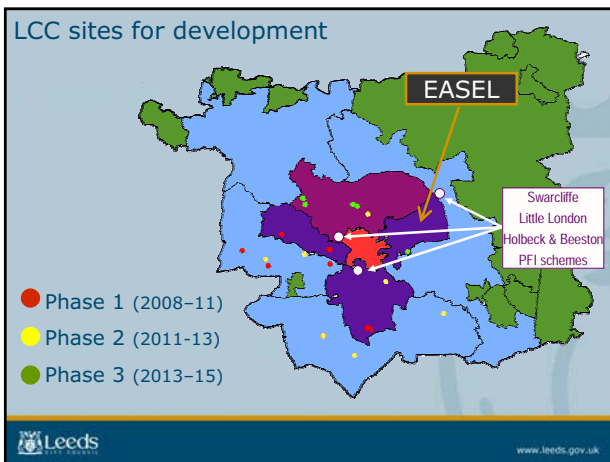
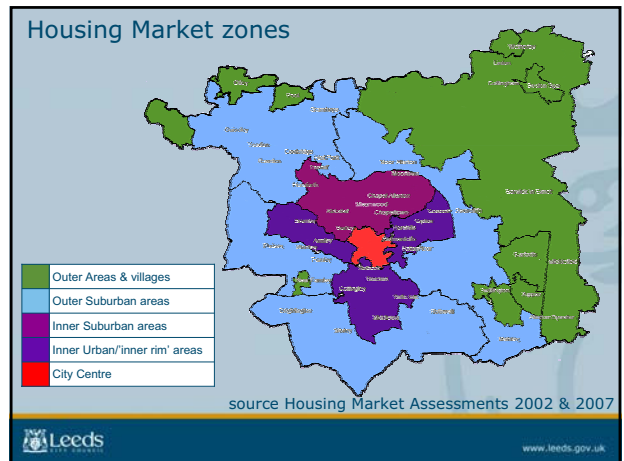
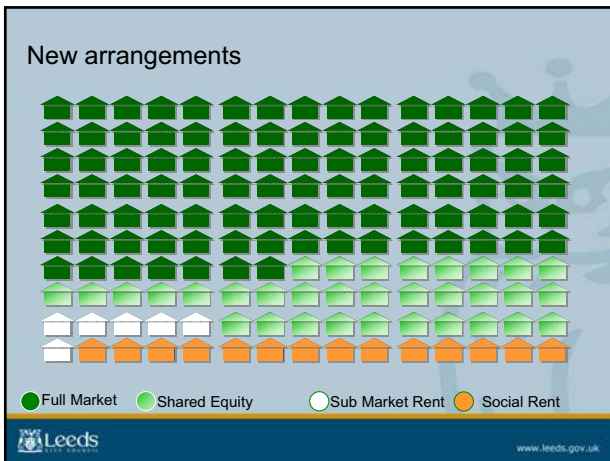
1,900
x 15 years
= 28500

Housing Market
Assessment

1,100
x 15 years
= 16500

Leeds Strategic
Housing Partnership
Target





- ### Risks of not acting to increase affordable housing
- Increasing number of low paid workers unable to access housing
 - Home ownership unaffordable to those on average incomes
 - Workers unable to find housing may look to other towns/cities
- Leeds www.leeds.gov.uk

The next steps

- LCC Leadership Team
- Strategic Housing Partnership
- Consultation with Political Groups
- Planning Policy & Guidance
- Influence on future changes & developments

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**Report of the Chief Environmental Health Officer
Scrutiny Board (Environment & Neighbourhoods)**

Date: 21st November 2007

Subject: Rodent Control in Leeds

Electoral Wards Affected: All

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 provides information for Members on the incidence of rodents in Leeds, the Council's obligations under the prevention of Damage by Pests Act, the structure and performance of the Pest Control Service and the further opportunities to develop the service and improve service standards.

2. Background

2.1 Public health is at the traditional heart of municipal service and the control of pests is a crucial element of this. Local authorities have a plethora of public health responsibilities placed upon them, including a number relating to the control of rodents.

2.2 The principal legislative requirements of Local Authorities in relation to pest control are to:

- Destroy rats and mice on land occupied by a Local Authority and to keep such land free from rats and mice as far as reasonably practicable.
- Enforce the duties of owners and occupiers of land to rid their land of potential hazards which cause pest problems.

2.3 To meet this duty, the Council provides a district-wide reactive pest control service to survey and treat for rodents, insects and other pests. It is a well established service and is usually the first port of call for residents experiencing problems with pests.

2.4 A range of other services provided by the Council also support the control of rodents. These include street cleansing services, refuse collection, control of litter from fast food premises, fly tipping, returning derelict and empty properties back into use and the control of defective drains and sewers.

These services and activities all assist in reducing the numbers of rodents, particularly the rat population, by removing sources of food and harborage for the pests.

3 Rats and Mice in Leeds

- 3.1 It is impossible to put a figure on the number of rats and mice in Leeds as the population changes rapidly and is extremely difficult to monitor. However, comparative data is available both nationally and locally which demonstrates changes in the rat population in terms of increases / decreases and hotspot areas.
- 3.2 The main source of such information is the trend in requests for pest control services made by residents. This source is clearly not an absolute measure as the numbers reported are affected by residents who tolerate pest problems, treat the pests themselves or choose to use private contractors. This information is supplemented by local surveys undertaken by Environmental Health staff when hot-spots of pest activity become apparent. Data is also obtained from Yorkshire Water who undertake treatments for rats in sewers.
- 3.3 Whilst the number and location of requests for pest control services is not an exact science, it provides a good indication of rodent activity in the city.
- 3.4 Table no1 below details the number of requests for service made to the Leeds pest control service for rats and mice over the last 5 years.

Table 1					
Requests for service Rats and Mice in Leeds 2003 to date showing the year on year change and percentage change from 2003					
Number of requests for service	2003	2004	2005	2006	2007 to Oct
RATS	2443	1875	4723	3753	2785 4774*
Change from 2003	-	-24%	+93%	+53%	+95% *
Change, yr on yr	-	-24%	+151%	-20%	+27% *
MICE	463	424	784	447	248 425*
Change from 2003	-	-8.4%	+69%	-3.4%	-8.3% *
Change, yr on yr	-	-8.4%	+84%	-57%	-5% *

* Full year estimates

4. The National picture

- 4.1 The annual National Rodent Survey conducted by the National Pest Technicians Association (NPTA) is the best source of data on national trends in rodent populations. This data also relies on collating requests for service received by participating local authorities. The survey has been undertaken in the same format for a number of years so is a good indication of the national trend over time.
- 4.2 Table no2 shows the latest available data for the year on year increase in requests for service for the common brown rat and house mice from 1998/9 to 2005/6.

Table 2							
NPTA National data Common Brown Rat							
1998 to 2005 year on year increase 39.%							
% Increase	98/99	99/200	01/02	02/03	03/04	04/05	05/06
RATS	18%	24%	29%	32%	34%	26%	32%
NPTA National data House Mouse							
1998 to 2005 year on year increase 12.5%							
% Increase	98/99	99/200	01/02	02/03	03/04	04/05	05/06
RATS	-2%	-7%	-7.5 %	-8.5%	-8.5%	-1.5%	12.5%

- 4.3 The sighting of the common brown rat has increased year on year except for a reduction in the trend during 2004/5, whereas the house mouse numbers fell from 1998/9 to 2003/4 but has shown a substantial increase to 12.5 % between then and 2005/6.
- 4.4 The NPTA also provide regional statistics. The Yorkshire region year on year increase at 2005/6 being 6% for the brown rat and 10% for the house mouse. This compares favourably with the national average of 13% for the brown rat and 14% for house mice. The highest levels of increase for 2005/6 were reported at 39% for brown rats in Northern Ireland and 29% for the house mice in the South East.

5. Problems associated with Rats and Mice

- 5.1 Problems with rats and mice in the environment can be divided into two main areas: the health risks and the economic costs in terms of damage caused to property and goods.
- 5.2 The main health risk posed to humans is from parasites and pathogens carried by rats and mice on their bodies and excreted in faeces and urine; the most common pathogens being Salmonella and Leptospira species. The incidence of Salmonella species in humans is more commonly associated with poor food hygiene practices than a direct connection to rodents. Leptospira (an organism that causes Weils Disease) is however, directly associated with rats, in Leeds one case has been reported over the summer this year, previous to this the last reported case of this infection in was in 2003.
- 5.3 In addition, the presence of rats and mice in close proximity or in the home, can exacerbate stress and allergies and of course there is also the risk of the direct contamination of food stuffs.
- 5.4 Economic damage includes the costs associated with spoilage or loss of food stuff, damage to buildings by burrowing or gnawing of electric, gas and water pipes etc. Other costs include lost productivity from people being forced to take time off sick, the cost of treatment / drugs and of course the costs associated with treating the rats and mice either by the Council, home owners or the private companies which are affected.

6. The Pest Control Service in Leeds

- 6.1 The Pest Control Service is provided through the following:
 - Pest Control Manager
 - Senior Technician
 - 3 Technicians
 - 2¹/₂ Admin officers
 - An external contractor (working in partnership with the Council to undertake the bulk of the reactive work on domestic premises).
 - Customer Services Officers at the Corporate Contact Centre who answer incoming calls and give advice.
- 6.2 The service serves a wide and established customer base including businesses, institutions e.g. Leeds University, Leeds Teaching Hospitals NHS Trust, other council departments, the ALMOs and of course the general public. These services comprise of:-
 - Undertaking re-active pest control treatments and associated works on request from the general public, businesses and other Council bodies in partnership with Rentokil Pest Control.

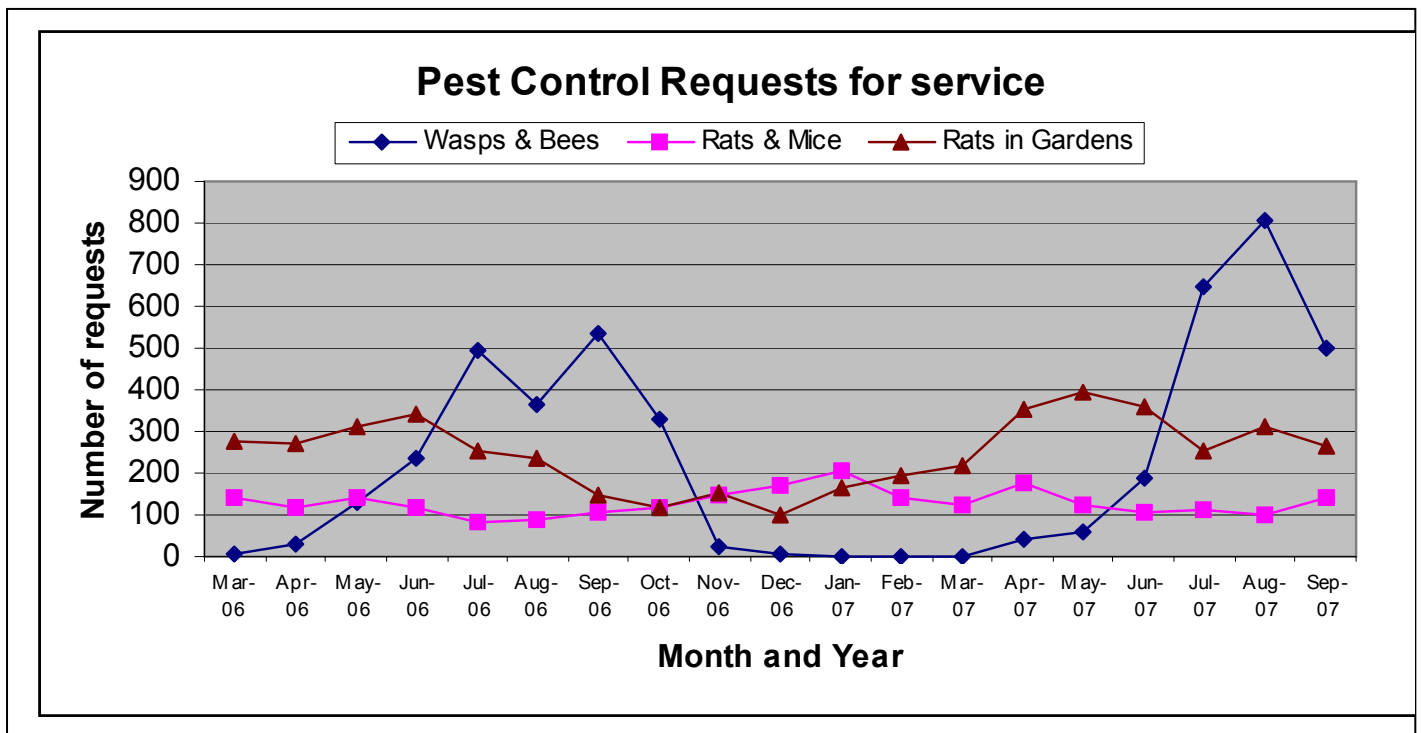
- Entering into contracts with businesses and other Council departments to provide programmed pest prevention services.
- Provision of a consultative service within environmental health and to other council departments e.g. expert advice and joint visits with food safety team and general advice to members of the public around insect identification, “self help” treatments and other issues.
- Provision of the dedicated “Silver phone number” manned by corporate contact centre staff who process requests for service and provide general advice on the treatment of pests where customers do not wish to use our services for which we make a charge.
- Provision of a website and contact point (pests@leeds.gov.uk) which provides access for customer service, advice and information on pest identification and DIY treatment of pests.

6.3 The Councils current charging policy includes the provision of a number of free services to the residents of Leeds. These are a free service for rats in or at residential premises, a free service for wasps’ nests to the elderly in receipt of Pensioner’s Credit and free consultancy / insect identification for all service users. A charge is made for all other services with some exceptions around where area treatments for extensive infestations where it is not always possible to establish any one person as being responsible.

6.4 **Table 3** below details the current charges which have been set for 2007/8

PEST	RESIDENTIAL
Rats (Owner occupier)	Free
Rats (Landlord of rented property)	£75.00 (£63.83 + VAT)
Mice	£75.00 (£63.83 + VAT)
Insects general (fleas, cockroaches, bedbugs, pharaohs ants)	£100.00 (£85.11 + VAT)
Insects other (flies, ants, silverfish, woodlice etc)	£50.00 (£42.55 + VAT)
Wasps	£50. 00 (£42.55 + VAT)
(OAP pensioners credit)	Free
Squirrels	£100. 00 (£85.11 + VAT)
	*All prices are for full treatment

- 6.5 Following an extensive review of the pest control service, changes have been implemented over the last two years to provide a more efficient and responsive service. These changes have included:-
- The extension of working hours to include some services early evenings and every Saturday morning.
 - The introduction of an appointments system for visits, to allow treatments to take place at the customer's convenience.
 - The installation and use of an IT system to log, monitor and track requests for service.
 - the use of the corporate call centre to provide a front of office resource to give practical advice and log requests for service.
 - The use of electronic up-front payment for chargeable services reducing dramatically the cost of invoicing and payment collection.
 - Following a competitive tendering process, a partnership arrangement with Rentokil has been established to provide the reactive domestic pest control service for Leeds
 - The provision of minor pest proofing services for customers when Rentokil technicians are on site.
- 6.6 To ensure that Rentokil have a significant financial interest in particular in reducing the overall rat population in Leeds (and therefore the number of request for service to treat rats).The contractual arrangements require that Rentokil do not to charge the Council for the treatment of rats on or at domestic premises. Rentokil's fee is based on a positive percentage of the income received from chargeable domestic pest control work only (see table 3), which is undertaken by them as part of the contract.
- 6.7 Rentokil were awarded the contract at the beginning of June 2007. Seven dedicated staff are employed to service the contract including three technicians who were transferred to the company as part of the TUPE contractual arrangements. These staff have been supplemented further by Rentokil over the busy months of August and September.
- 6.8 As with most new contracts, there have been teething problems. In this case, these have mainly stemmed from IT system issues which are relied upon for adequate reporting and monitoring arrangements both by the Council and the contractor. There are still a number of improvements and changes to be implemented over the coming months. The problems have unfortunately been compounded by the high level of demand for the service at the time the contract commenced, with wasp treatments being exceptionally high during the late summer. The graph below illustrates the requests for service received between March 06 and September 07 for comparison.



6.9 Regular meetings are held with the contractor to discuss problems, performance and opportunities to improve the service. Continual monitoring of the service and ongoing customer satisfaction information is being gathered and assessed to judge performance.

7. Service Performance Data

7.1 The provision of the Caps Uniform IT system (although not yet fully developed) has enabled the measurement of a range of performance data, the key measurements being :-

- 1) The time taken from the customer calling the contact centre to an appointment to visit being made (target 1 working day)
- 2) The time taken from contacting the customer to the first treatment (target 5 working days)
- 3) The time taken for completing the treatment (varies due to type of pest but for rats and mice its 90% in 15 working days)
- 4) The time taken following completion of the treatment for it be closed out on the computer system (target 5 working days).

7.2 Due difficulties mentioned earlier, it has not been possible to track all the above key measurements for the first quarter of the contract. Procedures are however now in place and this information will be available for all the requests for service from October.

7.3 Data from the commencement of the contract is however available to show the time taken by Rentokil from start of treatment to finish, where the treatments have now been completed and the database updated. Table 4

below details all pest control treatments which have been completed and closed out on the computer system. This shows LCC performance from January to April 2007 prior to the contract being let and Rentokil's performance from June to September 2007

Table 4			
All pest treatments completed and closed out.			
LCC performance 1st January 2007 to April 30th 2007			
	Total requests for service	Total completed	
		No.	%
Jan	431	430	99%
Feb	469	390	83%
Mar	559	399	71%
April	720	677	94%
All pest treatments completed and closed out.			
Rentokil's performance 1st June 2007 to 30th September 2007			
	Total requests for service	Total completed	
		No.	%
June	707	692	98%
July	1152	1131	98%
August	1282	1059	83%
September	908	647	71%

The data shows that a number of requests for service have not yet been closed down. This can be explained by the treatment being ongoing, but it is more likely that the database has not been updated fully to close-out. Because of the process currently in place Rentokil are only able to up date the data base on completion of the treatments. Work is ongoing to resolve this and Rentokil technicians will be receiving PDA's to record information from November onwards this should enable data to be input prior to completion of the treatment.

7.4 Tables 5 and 6 below show the time in working days from start to finish of the treatment, for requests for service which have been fully closed-out.

Table 5
Completion times for Rats and Mice
LCC performance 1st January 2007 to April 30th 2007

	Total	Total completed		Time to complete			
		No.	%	1 to 15 wkg days		1 to 25 wkg days	
		No.	%	No.	%	No.	%
Jan	390	389	99%	95	24%	294	75%
Feb	351	337	69%	47	13%	290	83%
Mar	345	328	95%	46	13%	282	82%
April	566	540	95%	112	20%	428	76%

Completion times for Rats and Mice
Rentokil's performance 1st June 2007 to 30th September 2007

	Total	Total completed		Time to complete			
		No.	%	1 to 15 wkg days		1 to 25 wkg days	
		No.	%	No.	%	No.	%
June	457	442	97%	175	40%	248	56%
July	365	348	95%	70	20%	93	27%
August	419	233	56%	105	45%	149	64%
September	377	148	39%	118	80%	132	89%

Table 6
Completion times for pests other than rats & mice
LCC performance 1st January 2007 to April 30th 2007

	Total	Total completed		Time to complete 1 to 5 working days	
		No.	%age	No.	%age
Jan	41	41	100%	10	24%
Feb	118	53	45%	14	12%
Mar	214	71	33%	28	13%
April	154	137	89%	84	55%

Completion times for pests other than rats & mice
Rentokil's performance 1st June 2007 to 30th September 2007

	Total	Total completed		Time to complete 1 to 5 working days	
		No.	%age	No.	%age
June	250	250	100%	202	81%
July	787	783	99%	681	87%
August	863	823	95%	752	91%
September	531	499	94%	451	90%

7.4 The percentage of requests for service completed by Rentokil within the key performance targets of 5, 15 and 25 working days has increased over the 3 months of the contract (from 81% to 90%, 40% to 80% and 56% to 89% respectively). The percentage of requests for service completed and logged on the computer data base on which these figures are based for these early months of the contract is 87%.

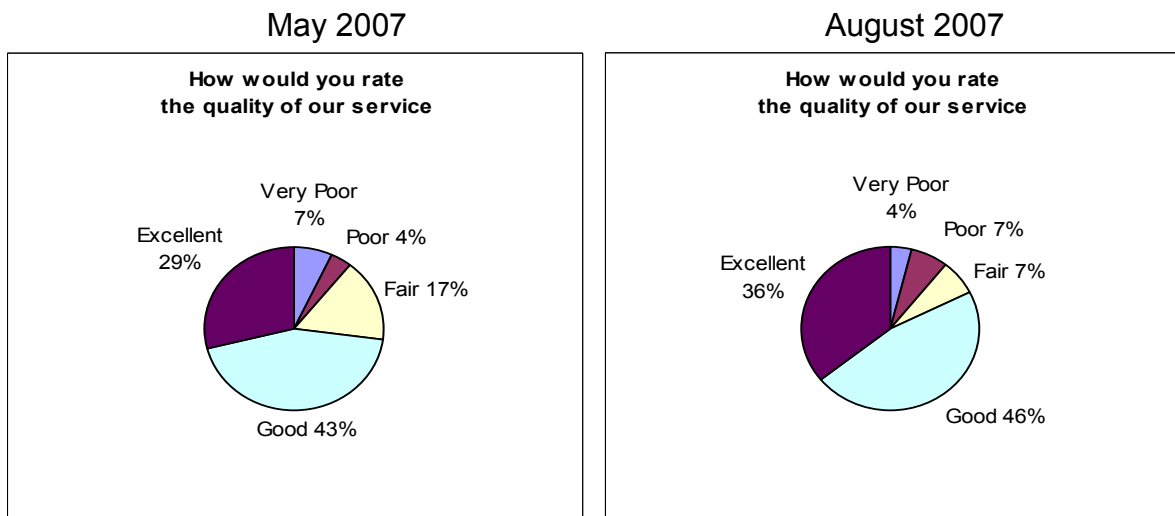
7.5 Rentokil have made a commitment to ensure that the computer data base is updated as soon as possible after the treatment works have been completed. Their processes have been reviewed, systems changed to accommodate this, and the new key performance measures in 7.1 above

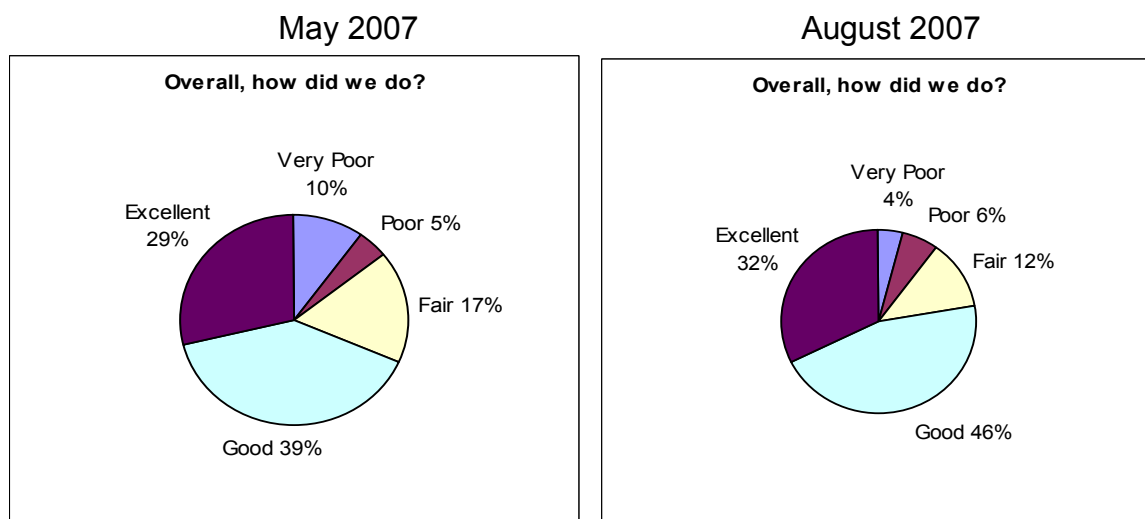
agreed. A key problem has been having one point of reference which can be used to track requests for service and manage the work load. The whole process currently involves 3 separate computer systems (Siebel, Uniform and the contractors own system) with the gaps being filled in by email and phone text.

7.6 Enhancements are awaiting to be completed to the IT and monitoring systems which will reduce a substantial amount of double keying, abortive back office work and make the service more responsive to customers. These enhancements include:-

- A connector to allow the two databases in corporate call centre and the service to communicate.
- The provision of printing and reporting facilities from CAP's Uniform at Rentokil's office to enable their back office staff to monitor work flows and progress daily.
- The provision of hand held technology linking CAP's Uniform directly to pest control technicians on site.
- Use of CAP's Uniform spatial GIS mapping capability to monitor requests for service across the city.

7.7 Data on the quality of service is collected via on going customer feedback surveys. We are currently receiving returns from 40% of our customers. The graphs below show all requests for service, including substantial numbers for the treatment of rats and mice. Customer comments for May 2007 (prior to Rentokil being awarded the contract) are shown, to compare with comments from August, ie two months into the contract.





7.8 Although there have been difficulties during the early stages of the contract, the customer satisfaction feedback is an improvement on the service prior to the letting of the contract. For example, 72% of customers rated the quality of the service excellent or good prior to the contract, with an increase to 82% afterwards. Similarly, views on 'overall how good did we do?' increased from 68% to 78% and 'very poor' reduced from 10% before the contract to 4% after.

7.9 Improvements are in hand to deal with the issues which have arisen during the first 3 months of the contract, however the ideal ITC solution with direct mobile contact with the pest control technicians and real time updating is yet to be delivered.

8. Looking ahead and further opportunities

8.1 Structural changes within Environment and Neighborhoods around the *Smarter Working; Better Results* agenda and the developments within the pest control service over the last 18 months have created opportunities which can be exploited to reduce the rodent population in Leeds.

8.2 Rentokil have recently been awarded the Yorkshire Water contract for the proactive sewer-baiting treatment work in the city. This enables a much more coordinated approach to dealing with area treatments for rats. This, linked to Rentokil's contract with the Council to treat rats at nil cost has focused their work towards Leeds & also certain areas of the city experiencing hot spots.

8.3 The in-house pest control resource is now able to fully attend to area treatments, which are more effective than merely responding to complaints of pests in hot spot areas. One issue which does contribute to increase of the rodent population is the overfeeding of wild birds and again, time freed up from dealing with demand work will enable effort to be placed into advising and educating residents.

8.4 The in-house pest control service provides programmed pest prevention services for businesses and other council departments and the income from this work supports the cost of pest control work generally. In the past, the pest control service has been unable to meet its responsibilities to businesses nor expand this commercial work because of the pressures to complete the day to day domestic reactive work. This is no longer the case and enhanced income targets have been set to maximize income from this source.

8.5 Ongoing discussions to merge the Environmental Health and Enforcement Division currently in City Services will ensure that on the ground area based teams will have a wider remit to deal with issues such as

- Refuse
- Litter
- Fly tipping
- Derelict and empty properties
- Defective drains and sewers
- Waste from commercial premises, particularly food premises.

This local focus and mix of skills in one team under one management group will provide better opportunities for the coordination of these activities (all of which contribute to the control of rodents by denying them access to food and harbourage).

8.6 The activities above are about looking at a change of focus, moving away from just pest control into pest management, working with Rentokil, the area action teams, residents and businesses not only to eradicate infestations but also to reduce the chances of future pest problems.

9 Conclusions

9.1 Indications both nationally and locally in Leeds are that the rodent population is on the increase. However in terms of the national picture, the recorded increase in West Yorkshire for 2005 is well below the national average. In terms of Leeds data for 2007, it does predict a significant increase on last years figures, but because of the cyclical nature of infestation trends, this would be only be a 2% increase on 2005.

9.2 There are real risks in terms of health associated with rats and mice because of the parasites and pathogens they carry. It is difficult to link these directly with the infectious disease data which is collected for Leeds other than the 2 cases of Weils disease noted in the above text. From January to October 2007, 146 cases of Salmonella were reported in Leeds and most of these cases will be linked with poor food handling practices, however a small number of cases could be due to contact with rodents.

9.3 The changes to the pest control service in Leeds and the contracting out of domestic reactive work has created opportunities to develop and improve the service, some of which will be evident in future months. There have been difficulties in the first 3 months of the contract, particularly in terms of

performance data. Whilst this is being addressed, the results of the customer satisfaction surveys indicate that the service is perceived as being better than prior to the contractor-provided service.

- 9.4 To substantially reduce the level of rats and mice in Leeds the focus of the pest control service needs to change from control to management. This will not be achieved with out the support of residents, businesses, our partner Rentokil, Yorkshire Water and activities around the 'cleaner and greener' agenda and other council departments.

10. Recommendations

- 10.1 Scrutiny board are recommended to note the content of this report regarding the population of rats and mice in Leeds, the Pest Control Service, the contract with Rentokil, the current performance data and the improvements which are underway and proposed to be completed in the future.
- 10.2 That a further report be presented to Scrutiny Board to provide an update on contractor performance in particular that reflects the first six months of the contract period.

Report of the Head of Scrutiny Support and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 21st November 2007

Subject: Scrutiny Board Environment and Neighbourhoods - Inquiry into the Council's CO2 emission Targets - Notes of the meeting of a Working Group held on 1st November 2007

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 At its meeting on June 14th 2007, the Board agreed to include on its work programme an inquiry into the Council's Climate Change agenda. Given that this is a wide ranging term, the Board subsequently agreed that the focus of the inquiry should be on the Council's own CO2 emissions and the associated reduction targets.
- 1.2 The Board has established a Working Group to undertake the majority of the evidence gathering for this Inquiry and met for the first time on 1st November 2007.
- 1.3 Attached as Appendix 1 is a detailed note of this first meeting. The Working Group has identified a number of preliminary recommendations. Further meetings of the Working Group will be held and these will be reported back to the full Board.

2.0 Recommendation

- 2.1 The Board is requested to:
 - (i) Consider the attached note of the Working Group meeting and endorse its preliminary recommendations.
 - (ii) Note that further meetings of the Working Group will be held and reported back to the full Board.

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**Scrutiny Board Environment and Neighbourhoods - Inquiry into the Council's
CO2 emission Targets**

Notes of the meeting of a Working Group held on 1st November 2007

Present: Councillor Anderson
Councillor A Blackburn
Martin Farrington
Tom Knowland
George Munson
Nick Towers

Background Information

In January and February 2003, the former Scrutiny Board (Development and Sustainability) conducted an Inquiry into energy matters and published its final report and recommendations in April 2003.

The Scrutiny Board concluded its investigations with the following recommendations:

Recommendation 1

That the Executive Member with accountability for energy matters champions all aspects of the Council's energy responsibilities, taking a proactive role in promoting good practice throughout the city, as well as monitoring the Council's own progress.

Recommendation 2

That the Council establishes a Working Group to draw up proposals to make progress against the 30% target and the action statements set out in the Leeds HECA Strategy and also effectively deliver the revised Fuel Poverty Strategy.

Recommendation 3

That the Working Group develops inter-agency co-operation with relevant stakeholders, including the Voluntary and Community sectors, to help deliver energy efficiency improvements.

Recommendation 4

Following the success of the Prescription for Health Improvement scheme, we recommend that the lessons learned from that initiative are rolled out across the City.

Recommendation 5

That, in implementing its fuel poverty strategy, the Council continues to maintain a watching brief on CO₂ levels.

Recommendation 6

That the Working Group reviews the role of Development Control and Building Control in setting and enforcing energy efficiency standards in the private sector. Also, that, as the development agency for the Allerton Bywater Millennium Village, English Partnerships and other partnering organisations be stimulated into promoting the scheme as an exemplar of best practice where appropriate.

Recommendation 7

That the Energy Unit provide support to the Working Group to develop costing information for progressing the Leeds HECA Strategy.

Recommendation 8

That the Council explore all the opportunities available for accessing additional funding streams to help address the Council's below average HECA performance and to start making in-roads to meeting the Government's Fuel Poverty objectives.

Recommendation 9

That consideration be given to extending the remit of the Energy Efficiency Advice Centre (EEAC) to involve providing energy advice to small businesses within the City.

Recommendation 10

That serious consideration is given to provide additional staff to the Energy Advice Unit in Leeds, subject to an acceptable Business Plan.

Recommendation 11

That Local Members and ALMO Boards are briefed immediately on issues relating to energy matters and that further training and/or ongoing briefing sessions are supported at all levels of the Authority to ensure Local Members, officers and community representatives are kept fully aware of the issues and need relative to energy and fuel poverty.

Recommendation 12

That training is targeted specifically at officers, particularly front line officers, to raise awareness about energy efficiency measures relating to both work and home environments.

Recommendation 13

That costing information be produced for the Energy and Water Management Plan to enable monitoring.

Recommendation 14

That the Energy and Water Management Working Group explore options for incentivising departments to reduce their day to day energy consumption

Recommendation 15

That the Head of Asset Management and the Acting Director of Neighbourhoods and Housing draw up an action plan, to be endorsed by the Executive Member, to respond to the Board's recommendations and provide progress reports to Scrutiny.

In July 2003, the Development Services Scrutiny Board considered the formal response and action plan to these recommendations from the Development and Neighbourhoods and Housing Departments. At its January 2004 meeting, the Board also considered a progress report from the Development Department on the implementation of the action plan.

After considering the formal response from both Departments on the recommendations arising from the Inquiry, the Board requested that future progress reports relating to energy housing issues be referred to the Neighbourhoods and Housing Scrutiny Board for action/determination.

However, the Board welcomed the action plan and also welcomed the news of major progress in purchasing green energy for Council buildings.

At its January 2004 meeting, the Board received a progress report on the Development Services energy issues. The Board commended the Department on the achievements made to date and in particular on winning the Carbon Trust Innovation Award in the category 'Larger Companies and Public Sector Organisations'.

The Board requested that further updates on energy matters continue to be submitted to future Scrutiny Board meetings.

In September 2007 Scrutiny Board (Environment and Neighbourhoods) 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 suggested that the focus of the inquiry should be on the Council's own CO₂ emissions and the associated reduction targets.

The Inquiry would look at the following areas;

- Review of the DEFRA indicators relating to CO₂ reduction; 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 and the work of the departmental champions

- Future Council estate – sustainable building
- Travel policies for staff and fleet management

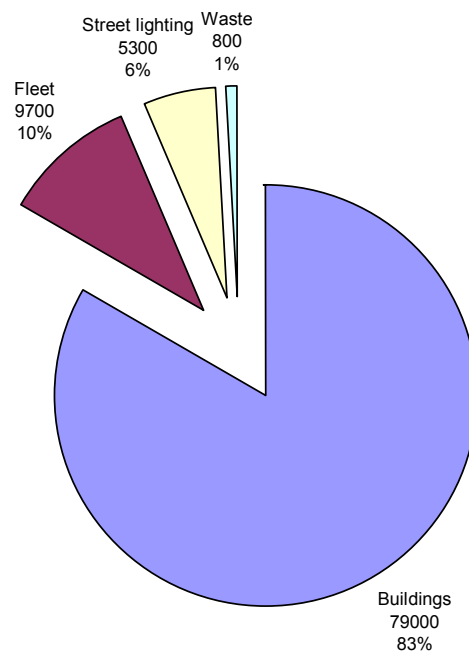
Working Group Meeting 1st November 2007

The first session of the Working Group looked at the following areas; a review of the policy drivers, targets and current performance. The papers provided to Members focused on the International and National policy background, the identification of key policies, existing targets and future target setting and the current performance baseline.

Current performance baseline

The pie chart below shows total corporate emissions for Leeds City Council for the year 2006/07 amounted to 95,000 tonnes of CO₂. It is hoped that emissions associated with staff travel for official duties and for employee commute can be included by 2008/09.

Corporate emissions (tonnes of CO₂ and percentage)



This indicates that in 2006/07 emissions from the Leeds City Council building stock is approximately 61% lower than they were in 1991/2. However, if we discount the CO₂ reductions associated with purchasing green electricity (66,000 tonnes of CO₂ in 2005/06) then this figure reduces to 28%. Figures for other elements of the baseline have not been calculated yet.

Existing targets and future target setting

Currently, local authorities do not have any specific targets relating to reducing greenhouse gas emissions.

However, LCC has already committed through the Energy and Water Management Plan to achieve a 15% reduction in CO₂ emissions from our building stock between 2004-08, which we are well on target to meet.

It is possible that local authorities will be forced to adopt targets in future, potentially emerging through:

- Climate Change Bill;
- Carbon Reduction Commitment;
- Comprehensive Area Assessment

The developing Leeds Climate Change Strategy will contain an emissions target for the city. This has yet to be agreed, but is likely to be in the order of 60-90% below 1990 levels by 2050, with an interim target for 2025, to reflect current scientific developments.

Comments and initial conclusions and recommendations

The Working Group concurs with officer's views that CAA and LAAs provide a strong opportunity to access specific new resources to tackle climate change within Leeds.

Recommendation 1

That at least one of the 35 LAA priorities for Leeds focuses on climate change to provide much needed new resources.

The signing of the Nottingham Declaration on Climate Change by the Council in June 2006 is a clear statement that the Council identifies climate change as a strategic issue for the City. Members acknowledge the development of a holistic climate change strategy for Leeds, which will contain specific actions both to reduce emissions from our estate, from the whole city and to adapt to climate change. This should be published by June 2008.

Members noted that the Joint Commitment drawn up by the Core Cities and to be launched in November 2007 contains a series of commitments from both Government and the cities including the commitment to;

- Achieve or exceed targets for reducing CO₂ emissions, increasing air quality standards and reducing landfill in line with the new Climate Change Bill and related legislation.
- Reduce our own energy consumption and work jointly on increasing renewable energy generation, e.g. through Energy Service Companies

Members also note that the Core Cities Group has just been advised that the Carbon Trust has selected Leeds, Manchester and Bristol as the partners of choice. This reflects the high level of commitment in each local authority and their local partners together with appropriate mechanisms to turn advice into action. LCC has much to gain from this professional advice and should use it to further strengthen the Leeds Climate Change Strategy.

Energy Performance in Building Directive (EPBD)

It is acknowledged that at this current stage the absence of government software is preventing the issue of Energy Certificates. However it is also acknowledged that a thorough data validation exercise is taking place in lieu of the arrival of the software.

However the Working Group would endorse the following recommendation

Recommendation 2

That all major sites are surveyed as soon as possible and where the certificates are poor, a clear plan of action to improve them up to the maximum feasible and viable score is drawn up

Carbon Reduction Commitment

Members of the Working Group acknowledge that Leeds City Council is likely to be part of the Carbon Reduction Commitment given our £20m utility bill.

This provides an additional fiscal incentive to increase efforts to reduce emissions from our buildings. However, if we do not prepare sufficiently for the introduction of the CRC there is potential to leave the council exposed to significant financial risks from poor pricing of auctioned credits and from poor management of trading arrangements.

This will have budgetary implications and will need to be factored into the 2009 budget calculations

Recommendation 3

That the CRC implications are factored into the 2009 budget calculations

Street Lighting

LCC is replacing all street lights with more efficient ones as part of a multi-million pound PFI contract. This will reduce emissions by approximately 15%. The Working Group would recommend that the potential for further reductions be reviewed such as the potential for altering the times that street lights are on and potentially through selective dimming late at night.

Recommendation 4

That the potential for further reductions by the use of street lights be reviewed such as the potential for altering the times that street lights are on and potentially through selective dimming late at night.

Reducing emissions from future buildings

The Working Group endorses the officer recommendation that a policy be brought in to use Whole Life Costing analysis when specifying new LCC buildings or major refurbishments, linked to a ring-fenced fund to pay additional capital where revenue costs will recoup this within a 10 year period.

Recommendation 5

That a policy be brought in to use Whole Life Costing analysis when specifying new LCC buildings or major refurbishments, linked to a ring-fenced fund to pay additional capital where revenue costs will recoup this within a 10 year period.

Fleet Management

The Working Group concurs with the view that omissions from the Council's fleet can be overlooked. It is recommended that a review of this activity be undertaken within the context of the Green Travel Plan and that this should include a review of mileage rates.

Recommendation 6

That a review of fleet managements and operation is undertaken within the context of the Green Travel Plan and that this should include a review of mileage rates.

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Report of the Head of Scrutiny Support and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 21st November 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 November to February 2008.

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 (OCTOBER) 2007

Item	Description	Notes	Type of item
Meeting date – December 2007			
Recommendation monitoring	To receive a report tracking recommendations resulting from previous inquiries.		PM
Waste Lettings Inquiry	To receive Executive Board Report To undertake session one.		RP RP
Meeting date – January 2008			
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

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

Unscheduled Items					
Working Groups					
Working group	Membership	Progress update	Dates of meetings		
CO2 Emissions inquiry	Cllr Anderson Cllr A Blackburn	First meeting held	1/11/07 Other TBC		

- 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

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 November 2007 to 29 February 2008

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)
Framework Arrangement for Long Term Contract Hire of Vehicles To approve the use of a framework arrangement for the long term contract hire of vehicles	Director of City Services	1/11/07	Procurement and Transport Services	Tender Documents	Director of City Services
Framework Arrangement for the Spot hire of Vehicles without Drivers To approve the use of a framework arrangement for the spot hire of vehicles without drivers.	Director of City Services	1/11/07	Procurement and Transport Services.	Tender Documents	Director of City Services
Beeston Hill and Holbeck Housing PFI Scheme To support the submission of the Outline Business Case to CLG	Executive Board (Portfolio : Neighbourhoods and Housing)	14/11/07	Ward Members, Aire Valley Homes Leeds, Residents (completed)	The report to be issued to the decision maker with the agenda for the meeting	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)
Area Management Review To consider a report covering proposals to develop area working across the City through the 10 Area Committees.	Executive Board (Portfolio: Neighbourhoods and Housing)	14/11/07	All elected members have been consulted as part of this work	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Beeston Group Repair (phase 4) To approve the injection into the Capital Programme of £2.099m of Regional Housing Board money and £233.3k from owner occupiers and to authorise Scheme Expenditure to the amount of £2.333m.	Executive Board (Portfolio: Neighbourhoods and Housing)	14/11/07		The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Regeneration of Holbeck, Phase 3 Authorisation of scheme expenditure to the amount of £2m. Authorise officers to commence acquisition of properties by voluntary agreement.	Executive Board (Portfolio: Neighbourhoods and Housing)	14/11/07		The document to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Home Energy Conservation Act 11th Report Approval for release to DEFRA, signing off by Chief Officer prior to release for the 30 November deadline and for information to the December Executive Board.	Executive Board (Portfolio: Neighbourhoods and Housing)	19/12/07	None	The report to be issued to the decision maker with the agenda for the meeting	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>Headingley Primary School</p> <p>Members of the Executive Board are asked: i. to advise if they wish to support the request from Headingley Development Trust (HDT) to be given an in-principle agreement that the Council will grant a long-leasehold interest at nil premium and at a peppercorn rent subject to the Trust demonstrating by 30 June 2008 that it's full funding arrangements are in place and the Trust agreeing to take on all financial and other responsibility for delivering the services provided from the Headingley Community Centre for a period of 25 years.</p> <p>ii. to advise if they wish to accept the request from HDT for the Council to support the Trust's application to the Community Asset Transfer Fund and, if Members do determine to support the Trust:</p> <p>iii. subject to the Trust being able to complete it's funding arrangements and open the proposed HEART centre to instruct officers to make arrangements, at and appropriate time, for the disposal of the Headingley Community Centre.</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>14/11/07</p>	<p>September – October 2007</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>

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

<u>Executive Board Portfolios</u>	<u>Executive Member</u>
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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