



SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

Meeting to be held in Civic Hall, Leeds on
Monday, 9th November, 2009 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;
A Blackburn - Farnley and Wortley;
A Castle - Harewood;
R Downes - Otley and Yeadon;
J Dowson - Chapel Allerton;
D Hollingsworth - Burmantofts and Richmond Hill;
K Hussain - Hyde Park and Woodhouse;
G Hyde - Killingbeck and Seacroft;
J Jarosz - Pudsey;
J Marjoram - Calverley and Farsley;
L Mulherin - Ardsley and Robin Hood;
M Rafique - Chapel Allerton;

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

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded.)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items or information have been identified on the agenda</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
5			<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>	
6			<p>MINUTES OF LAST MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 9th October 2009.</p>	1 - 6
7			<p>EXECUTIVE BOARD MINUTES</p> <p>To note the minutes of the Executive Board meeting held on 14th October 2009.</p>	7 - 16
8			<p>INQUIRY INTO RECYCLING</p> <p>To consider a report from the Head of Scrutiny and Member Development presenting evidence in line with session one of the Board's Inquiry into Recycling.</p>	17 - 42
9			<p>INQUIRY INTO THE EASEL PROGRAMME</p> <p>To consider a report from the Head of Scrutiny and Member Development presenting a summary of the Scrutiny Working Group meeting held on 15th October 2009.</p>	43 - 52

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p>RESPONSE TO THE CLG CONSULTATION AROUND SOCIAL HOUSING ALLOCATIONS</p> <p>To consider a report from the Head of Scrutiny and Member Development presenting the Council's response to the CLG 'Fair and Flexible' consultation document around social housing allocations.</p>	53 - 62
11			<p>WORK PROGRAMME</p> <p>To receive a report from the Head of Scrutiny and Member Development on the Board's current work programme.</p>	63 - 76
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday 14th December at 10.00 am. (Pre-meeting at 9.30 a.m.).</p>	

Agenda Item 6

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

FRIDAY, 9TH OCTOBER, 2009

PRESENT: Councillor B Anderson in the Chair

Councillors A Blackburn, J Dowson,
D Hollingsworth, G Hyde, J Jarosz and
M Rafique

43 Chair's Opening Remarks

The Chair welcomed everyone at today's Scrutiny Board (Environment & Neighbourhoods) meeting.

44 Apologies for Absence

Apologies for absence were received on behalf of Councillors Castle, Downes, Marjoram and Mulherin.

45 Declarations of Interest

The following personal interests were declared:

- Councillor B Anderson in his capacity as a Director of West North West Homes (Agenda Item 10 – Minute 50 refers).
- Councillor A Blackburn in her capacity as a Director of West North West Homes (Agenda Item 10 – Minute 50 refers).
- Councillor G Hyde in his capacity as a Director of East North East Homes (Agenda Item 10 – Minute 50 refers).
- Councillor D Hollingsworth in his capacity as a Director of East North East Homes (Agenda Item 10 – Minute 50 refers).

46 Minutes and Matters Arising - 14th September 2009

The Chair confirmed that the additional information regarding unemployment figures requested by the Board at the last meeting, as detailed in Minute 36, was being collated and would be circulated shortly. The Chair also confirmed that the requests made by the Board as detailed in Minutes 40 and 41 had been actioned.

RESOLVED - That the minutes of the previous meeting held on 14th September 2009 be approved as a correct record.

47 Executive Board Minutes

RESOLVED – That the minutes of the Executive Board meeting held on 17th September 2009 be received and noted.

48 Statement on Enforcement of Dog Fouling - Dog Warden Service Strategy

Pursuant to Minute 27, 13th July 2009 the Director of Environment & Neighbourhoods submitted a further report presenting a draft Dog Warden Service Strategy.

Appended to the report was a copy of the draft Dog Warden Service Strategy, Responsible Dog Ownership Scheme for Members' information/comments.

The following representatives were in attendance and responded to Members' queries and comments.

- Paul Langford, Chief Housing Services Officer
- Graham Wilson, Head of Environmental Action and Parking
- Stacey Campbell, Service Manager, Highways & Environmental Enforcement.

In brief, the issues raised were:

- Clarification of how much a fixed penalty notice fine is.
(In response, Stacey Campbell informed the meeting that a fixed penalty notice fine is currently £75, with a reduction for early payment).
- Clarification on whether a figure for the maximum number of dogs one person could walk at any one time had yet been determined for Leeds.
(In response, Stacey Campbell informed the meeting that general advice from Dog Walking Associations and Charities suggested a figure of five dogs, however, the National Association of Pet-sitters recommends a maximum of four. The guidance figure for Leeds still has to be confirmed).
- Clarification of Leeds City Council's policy regarding pets in Council housing, and particularly flats, and how close the Dog Warden Service works with ALMOs to enforce this policy.
(In response, Stacey Campbell informed the meeting that the policy is set out within the Tenancy Agreement that it was up to individual ALMOs to enforce this policy. Paul Langford, Chief Housing Services Officer, announced that Leeds City Council had recently received a bronze 'Community Animal Welfare – Housing Footprint' annual award from the RSPCA for its policy on pets in council housing. Stacey Campbell added that the dog wardens had also received this award for their work with animals).
- Clarification of what role the new Community Environmental Officers will play in helping to deliver this Strategy.
(In response, Graham Wilson informed the meeting that with the introduction of 23 new Community Environmental Officer posts, it is envisaged that they will be able to assist the Dog Wardens in providing better local knowledge to target the right type of work in the right places).
- Clarification on the policy concerning dangerous dogs and at what point would the Dog Warden service intervene and take a dog away from its owner for the safety of the public?
(In response, Stacey Campbell informed the meeting that the Dog Warden Service would intervene if the incident was reported to them).

Draft minutes to be approved at the meeting
to be held on Monday, 9th November, 2009

Although the Police still undertake Dangerous Dogs offences reported directly to them, the Council continues to work in partnership with the Police and will follow up complaints with legal action where appropriate).

- The role of the Council as the Primary Authority in consulting and supporting local Parish and Town Councils to enforce any Dog Control Orders.

The Chair thanked officers for their attendance.

RESOLVED - That the contents of the report, its appendices and the comments now made be noted.

49 Inquiry into Private Rented Sector Housing - Formal Response

The Head of Scrutiny and Member Development submitted a report to present the formal response to the Board's earlier inquiry into Private Rented Sector Housing.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Private Rented Sector Housing - Scrutiny Inquiry Report.
- Executive Board report dated 26th August 2009.

The following representatives were in attendance and responded to Members' queries and comments:

- Paul Langford, Chief Housing Services Officer
- Andy Beattie, Head of Services, Pollution Control and Housing

The main issue raised was around the response provided to the Board's recommendation to conduct a review of resources within the HMO Licensing Team to determine whether it is adequate enough to administer and regulate the HMO Mandatory Licensing Scheme. It was noted that the Director had not agreed with this particular recommendation as operational costs are met by licence fees and therefore any additional resources would either need to be subsidised through revenue budget or by increasing licence fees, which was not considered appropriate. The Board was assured that the current fee level provides sufficient resources of approx £1.5m to administer the scheme in Leeds, which has been one of the most successful in the country.

The Chair thanked officers for their attendance.

RESOLVED –

- (a) That the contents of the report and its appendices be noted.
- (b) That the Board will receive a further update in March 2010 as part of its recommendation tracking report.

50 **Inquiry into Older People's Housing - Formal Response**

The Head of Scrutiny and Member Development submitted a report to present the formal response to the Board's earlier inquiry into Older People's Housing.

Appended to the report were copies of the following documents for the information/comment of the meeting:

- Older People's Housing – Scrutiny Inquiry Report
- Executive Board report dated 26th August 2009

The following representatives were in attendance and responded to Members' queries and comments:

- Paul Langford, Chief Housing Services Officer
- Rob McCartney, Housing Strategy and Commissioning Manager
- Tom Knowland, Head of Sustainable Development
- Phil Charlton, Project Manager, City Projects
- Tim O'Shea, Head of Adult Social Care Commissioning

The Board acknowledged that a more robust response provided by the Director of City Development was needed in relation to recommendation 9 following the request made by the Scrutiny Board's Chair at the Executive Board meeting in August.

The Board specifically asked Officers for an update on the Round 6 PFI funding bid after acknowledging that the Council had been successful with the PFI Expression of Interest and £183m had provisionally been allocated to the city.

The main issues raised were:

- the importance of consulting older people about their housing needs as part of the preparation for the outline business case. It was noted that such consultations had taken place as part of the recent Housing Market Assessment.
- that the Housing Market Assessment showed that there was a preference amongst older people for two bedroom accommodation.
- the need to explore different models of best practice both from the public and private sector, of which Brunswick Gardens in Sheffield is only one example.

Members thanked officers for their attendance.

RESOLVED –

- (a) That the contents of the report, its appendices and the concerns of this Scrutiny Board be noted.
- (b) That the Board will continue to monitor progress as part of its quarterly recommendation tracking reports.

- (c) That, once developed, the proposed model for Leeds is brought back to the Scrutiny Board for consideration.

51 Housing Solutions/Mortgage Rescue

The Director of Environment and Neighbourhoods submitted a progress report On the development of the Housing Solutions Programme and the Mortgage Rescue initiatives being delivered in the City.

The following representatives were in attendance and responded to Members' queries and comments:

- Paul Langford, Chief Housing Services Officer
- Rob McCartney, Housing Strategy and Commissioning Manager

Particular reference was made to the homeless prevention opportunities now in place, including the establishment of a Homeless Prevention Fund, which has contributed towards the reduction in temporary accommodation placements made in the last year.

The Board also discussed the possible reasons for the low uptake of mortgage rescue schemes, particularly in the current economic climate. It was highlighted that the Financial Services Authority is encouraging lenders to focus more on supporting people to stay within their own homes. It was also acknowledged that the qualifying criteria for such schemes are very robust with an emphasis on all other options being exhausted first. Members noted that the Council continues to monitor the numbers of referrals made.

The Chair thanked officers for their attendance.

RESOLVED – That the contents of the report be received and noted.

52 Crime and Disorder Scrutiny - Inquiry into Integrated Offender Management - Draft Terms of Reference

The Head of Scrutiny and Member Development submitted a report presenting the draft terms of reference for the Board's forthcoming inquiry into Integrated Offender Management.

Angela Brogden, Principal Scrutiny Advisor presented the report and responded to Members' questions and comments.

The Board requested that the Probation Service be identified separately in the list of potential witnesses during the review and agreed to also include the Director of Commissioning for Priority Groups at NHS Leeds to this list.

RESOLVED - That, subject to the inclusion of the above, approval be given to the draft terms of reference for the Board's forthcoming inquiry into Integrated Offender Management.

Note: Councillor J Jarosz declared a personal interest in this item due to her capacity as an employee of the Probation Service.

53 Work Programme

The Head of Scrutiny and Member Development submitted a report on the Board's current work programme.

Appended to the report were copies of the following documents for the information/comment of the meeting:

- Appendix 1 – Current work programme, including an update on the reviews being conducted by the Board's working groups.
- Appendix 2 – Briefing paper setting out the proposed approach and timetable for the Scrutiny review into Lettings.
- Appendix 3 - Schedule of Planned Working Group meetings.
- Appendix 4 – Relevant extract of the Forward Plan of Key Decisions for the period 1st October 2009 to 31st January 2010.

The Chair gave a brief update on the work programme and any changes made to the work programme.

Members sought clarification on when the results of the ALMO Reviews were being submitted to the Executive Board and requested that these also be brought to a future meeting of the Scrutiny Board for consideration.

Further to the request made last month for unemployment figures for each ward area, the Board requested that this information be brought to the November meeting and considered as a formal agenda item.

Members also requested that a progress report around the Board's Worklessness Review be brought to the December meeting.

RESOLVED –

- (a) That the contents of the report, its appendices and the comments now made be noted.
- (b) That the proposed approach for the Review of the Housing Lettings Process, as outlined in Appendix 2 attached to the submitted report, be approved.
- (c) That the unemployment figures requested by the Board be considered as a formal agenda item in November;
- (d) That a progress report around the Board's Worklessness Review be brought to the December meeting.

54 Date and Time of Next Meeting

Monday, 9th November 2009 at 10.00 a.m. (Pre-Meeting at 9.30 a.m.)

The Chair thanked everyone for their attendance.

(The meeting concluded at 11.30 a.m.)

EXECUTIVE BOARD

WEDNESDAY, 14TH OCTOBER, 2009

PRESENT: Councillor R Brett in the Chair

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

Councillor R Lewis - Non-voting advisory member

88 Exclusion of the Public

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

- (a) Appendix 4 to the report referred to in minute 94 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it is considered that it is not in the public interest to disclose this information at this point in time as it could undermine the method of disposal, should that come about, and affect the integrity of disposing of the property/site. Also it is considered that that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to this or other similar transactions in that prospective purchasers of this or other similar properties would have information about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of any transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (b) Appendix 1 to the report referred to in minute 106 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 disclosure in that the appendix, and the Outline Business Case, include commercial information where publication could be prejudicial to the Council's interests.
- (c) The appendix to the report referred to in minute 99 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in disclosing the alternative funding strategy outlined in the appendix could be prejudicial to the Council's ability to finalise the

funding plans for the scheme and would therefore outweigh the public interest in disclosure of the information.

89 Late Item

A late item on the subject of Yorkshire Forward funding for the Leeds Arena had been admitted to the agenda as a late item as a result of emerging information which required that the Board consider possible alternative funding arrangements in relation to the Arena development. If these matters were not considered at this meeting delays in the programme already commenced could result which would be detrimental to the scheme.

90 Declaration of Interests

Councillor A Carter declared a personal interest in the item relating to the New Generation Transport Scheme (minute 101) as a member of the Regional Transport Panel.

Councillor Wakefield declared a personal interest in the items relating to Special Educational Needs (minute 95), The National Challenge and structural change to secondary provision (minute 96) and the September 2009 school admissions round (minute 105) as a school and Leeds College governor (Councillor Wakefield declared an interest in the same terms during the discussion under minute 93).

91 Minutes

RESOLVED –

(a) That the minutes of the meetings held on 26th August and 17th September 2009 be approved.

(b) That in receiving the minutes the Board noted that the four members referred to in the minute of 17th September had met on 1st October and received a paper on matters which had been agreed within the terms indicated by the Board and that consequently those members had authorised officers to proceed to conclude the transaction.

(c) That it be also noted that the Chair had agreed that a verbal update be received in the private part of the meeting with regard to the matters referred to in (b) above. Such verbal report to be exempt in the terms previously agreed for this matter and the imminence of the conclusion of the transaction being the reason for admission of the item.

NEIGHBOURHOODS AND HOUSING

92 Reform of Council Housing Finance - Leeds City Council's response to the CLG consultation paper

The Director of Environment and Neighbourhoods submitted a report on the Council's response to the Department for Communities and Local Government's consultation paper.

RESOLVED - That proposed response to the Governments consultation paper "Reform of council housing finance" be approved in accordance with the submitted report.

93 **Bangladeshi Community Centre: Community Asset Transfer**

The Director of Environment and Neighbourhoods submitted a report on the outcome of discussions which had taken place with the Bangladeshi Management Committee over a number of months in relation to the possible transfer to the Committee of the Bangladeshi Community Centre on a 50 year Full Repair and Insurance lease at less than best consideration.

RESOLVED –

(a) That approval be given to the principle of a fifty year lease for the Bangladeshi Community Centre at peppercorn rent to the Bangladeshi Management Committee to operate the premises as community facility for the benefit of the local residents.

(b) That the Director of City Development be authorised to approve the detailed terms and conditions of the lease.

(During the discussion of this item Councillor Wakefield declared a personal interest as a school and Leeds College governor).

DEVELOPMENT AND REGENERATION

94 **The Former Royal Park Primary School**

The Director of City Development submitted a report on the current position with regard to the former Royal Park Primary School and on the preferred options for the future.

The report identified the following six possible options:

- i Traditional marketing of the refurbishment opportunity
- ii Convert to Council use
- iii Deal exclusively with one interested party or invite best and final offers
- iv Community Asset Transfer
- v Disposal by way of auction
- vi Immediate demolition of the main school buildings and the retention of the site until such time as the property market improves

Following consideration of Appendix 4 to the report designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion to the meeting it was

RESOLVED –

(a) That the withdrawal of the preferred developer be noted.

(b) That the decision made at the meeting held on 22nd August 2007 be rescinded.

(c) That this Board declines the Royal Park Community Consortium's request that no action be taken for a period of six months to allow the consortium time to develop funding applications which might, subsequently, lead to the lease or transfer of the ownership of the property.

(d) That this Board notes the negotiations that have taken place with the two organisations seeking to acquire the property, at market value, and refurbish it for subsequent use, instructs that the Director of City Development invites unconditional best and final financial offers from these two organisations in accordance with the terms of the report including business plans illustrating the ability of the bidder to guarantee the long term sustainability of the building, the latter representing 30% of the marks in any assessment, notwithstanding the outcome of any assessment, the bidders be advised that the Council will be under no obligation to accept either of the offers and that the purchaser must demonstrate the financial capacity not only for the purchase but also to address the very substantial cost of the refurbishment that would be required.

(e) That the decision at (d) above shall not preclude the consideration of a bid from another party submitted in the same terms as those detailed above.

CHILDREN'S SERVICES

95 The Development of Specialist Provision and Support for Special Educational Needs in Learning Environments - A Discussion Document

The Chief Executive of Education Leeds submitted a report providing an overview of the recent activity undertaken as part of the Leeds Inclusive Learning Strategy and introducing a new discussion document and accompanying appendices aimed at progressing the strategy.

RESOLVED –

(a) That current and ongoing discussions with partners, stakeholders and parent/carers during the Autumn Term 2009 on the discussion document be noted and approved.

(b) That the developmental priorities and emerging Action Plan for 2009/10 be noted.

96 The National Challenge and Structural Change to Secondary Provision in Leeds

Further to minute 217 of the meeting held on 4th March 2009 the Chief Executive of Education Leeds submitted a report presenting options and recommendations for delivering the next phase in structuring secondary provision in Leeds, and in particular, the response to the Government's National Challenge initiative.

Members also had before them a letter from the NUT, NASUWT and ATL trade unions regarding the same matter

RESOLVED – That the proposals detailed in section 5.2 of the submitted report be adopted.

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

CENTRAL AND CORPORATE

97 Joint Service Centres - Formal Approval to the Next Stages of the Joint Service Centre Project, Capital and Revenue Budget Implications

The Deputy Chief Executive submitted a report providing an update on progress and providing budget implications associated with the delivery of the Chapeltown and Harehills Joint Service Centres.

RESOLVED –

(a) That the successful financial close on 12th June 2009, which was within the maximum affordability deficit of £396,000 approved at Executive Board of 4th March 2009, be noted.

(b) That the final affordability position at financial close, as set out in Table A of the report be approved.

(c) That the £600,000 capital receipt, received from LIFT Co (Community Ventures Leeds Ltd) for the sale of the two Joint Service Centre sites at Chapeltown and Harehills, be formally ring fenced to the JSC project and used for Stamp Duty Land Tax, temporary library bus and other ICT costs, as set out in Table B of the report.

(d) That the revenue expenditure for the provision of ICT and furniture and fittings to the new Joint Service Centres, as set out in Table B of the report be approved.

98 2010: A Year of Volunteering

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on the background to the '2010: A Year of Volunteering' initiative in Leeds and outlining progress in relation to developing a programme of activities and arrangements in this respect.

RESOLVED –

(a) That the proposal to make 2010 Leeds Year of Volunteering be endorsed.

(b) That additional activities and events that will contribute to making the year a success for the city be sponsored and endorsed.

DEVELOPMENT AND REGENERATION

99 Leeds Arena - Yorkshire Forward Funding

The Director of City Development submitted a report on the potential outcome that the Government would not agree to authorise the Yorkshire Forward funding, in whole or in part, for the above scheme and on an alternative strategy to secure progress of the scheme in the event of that outcome.

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

RESOLVED –

(a) That the alternative funding strategy as outlined in the exempt appendix to the report be approved in order to ensure that the Leeds Arena scheme can progress as planned, should the government not agree to the release of the whole of the £18,000,000 Yorkshire Forward funding which had been proposed.

(b) That a Design and Cost Report for the scheme be brought back to this Board upon completion of RIBA Stage D design by the Council's design team in order that the design and cost freeze for the project can be agreed.

100 Leeds Core Cycle Network Project

The Director of City Development submitted a report providing an overview of proposals being developed to implement a strategic approach to the longer term development of cycle facilities and routes within Leeds.

RESOLVED –

(a) That the design and implementation of the proposed Leeds Core Cycle Network Project be approved, subject to financial approvals and regulation.

(b) That authority be given to incur £1,311,500 works and £135,500 supervision fees and monitoring, for the following routes that form part of the proposed Core Cycle Network Project, to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme:

- (i) Route 16 Wyke Beck Way (Roundhay Park to Easterly Rd section)
- (ii) Route 5 Cookridge - City Centre
- (iii) Route 3 Middleton – City Centre
- (iv) Route 15 Alwoodley – City Centre.

101 Submission of the Major Scheme Business Case (MSBC) for the New Generation Transport Scheme

The Director of City Development submitted a report outlining the progress made to date on the development of the New Generation Transport (NGT) proposals and detailing the key information for inclusion within the project's Major Scheme Business Case (MSBC) proposed for submission to the Department of Transport in the latter half of October 2009.

RESOLVED –

(a) That a Major Business Scheme Case for NGT be submitted in October 2009, based on the scheme options as set out in Section 2.4 of the submitted report.

(b) That the proposed approach for delivering the 10% local contribution to the scheme as set out in Section 3.4.4 of the report be approved.

(c) That the City Council share of the ‘Additional Risk Layer’ of the project be underwritten as set out in Section 3.4.6 of the report.

CHILDREN'S SERVICES

102 Playbuilder Initiative Update

The Director of Children’s Services submitted a report on the proposed locations of the six remaining playbuilder sites as recommended by the Strategic Play Partnership and on proposals to progress to development of those six sites.

RESOLVED –

(a) That the proposed six sites as recommended by the Strategic Play Partnership be approved.

(b) That scheme expenditure for Cross Flatts, Seacroft Gardens, Horsforth HIPPO and Naburn Close Park be authorised.

(c) That authority be given to proceed with Tinshill Garth and Butcher Hill subject to agreement on long term maintenance and inspection being secured.

103 Proposal for Statutory Expansion of Primary Provision for September 2010

The Chief Executive of Education Leeds submitted a report on the proposed statutory consultation process for the expansion of primary provision.

RESOLVED –

(a) That statutory formal consultation be undertaken on the prescribed alterations to permanently expand the primary schools identified in paragraph 3.3 of the submitted report.

(b) That formal consultation be undertaken on a proposal at New Bewerley Primary School, in addition to the proposed expansion within (a) above, to add community specialist provision for up to 14 pupils with complex medical, physical needs.

(c) That a report detailing the outcome of these consultations be brought back to this Board in Spring 2010.

(d) That it be noted that proposals for further primary school expansion from 2011 onwards are being developed and will be the subject of further reports to this Board.

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

- 104 Proposal for Expansion of Primary Provision in the Richmond Hill Area**
The Chief Executive of Education Leeds submitted a report on proposals to undertake consultation with respect to permanently expanding Richmond Hill Primary School by one form of entry from September 2012.

RESOLVED -

(a) That formal consultation be undertaken on the proposal to permanently expand Richmond Hill Primary School by one form of entry to three forms of entry with effect from September 2012.

(b) That a report detailing the outcome of these consultations be brought back to this Board in Spring 2010.

- 105 Report on the September 2009 Admission Round for Community and Controlled Schools**

The Chief Executive of Education Leeds submitted a report providing a range of statistical information on the 2009 admission round for community and controlled schools.

RESOLVED – That the report and the statistical information therein be noted.

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

ADULT HEALTH AND SOCIAL CARE

- 106 Holt Park Wellbeing Centre - Outline Business Case and Affordability Position**

The Director of Adult Social Services and the Director of City Development submitted a joint report on the proposed submission of the Outline Business Case for the Holt Park Wellbeing Centre to the Department of Health for approval.

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 report be noted and approval given for the submission of the Outline Business Case for the Holt Park Wellbeing Centre project to the Department of Health.

(b) That approval be given to the affordability implications over the life of the proposed PFI contract for the Centre, summarised in table 1 of the exempt appendix to the report, and that officers be authorised to issue the Council's affordability thresholds relating to the PFI project to the LEP and to Environments for Learning.

(c) That the governance of the Centre be under the Education PFI Project Board in accordance with paragraph 8.7 of the report.

(d) That the decision of the Director of City Development to approve the delivery of the project through the LEP, as described in paragraph 8.2 of the report, be noted and supported.

(e) That the Project Initiation Document for this project be noted

DEVELOPMENT AND REGENERATION

107 Leeds United Thorp Arch Academy

Further to minute 87 of the meeting held on 17th September 2009 the Board received a verbal update on progress of the above transaction in private at the conclusion of the meeting and

RESOLVED - That the Chair, the Executive Member (Development and Regeneration), and the Leaders of the Labour and Morley Borough Independent groups be briefed on 15th October 2009 as to the position prior to the conclusion of the transaction on the same day.

DATE OF PUBLICATION: 16th October 2009

LAST DATE FOR CALL IN: 23rd October 2009

(Scrutiny Support will notify Directors of any items called in by 12:00 noon on 26th October 2009)

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Originator: A Brogden

Tel:2474553

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 9th November 2009

Subject: Inquiry into Recycling

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 In July 2009, the Board agreed to carry out an Inquiry into Recycling. Terms of reference for this Inquiry were agreed by the Board in September 2009 and these are attached as appendix 1.
- 1.2 A working group of the Board met on 19th October to consider evidence in line with session one of the Inquiry. A summary report of the working group's discussions is attached as Appendix 2 for the Board's consideration.
- 1.3 A separate report from the Director of Environment and Neighbourhoods around existing collection and disposal methods for recycling materials is also attached as Appendix 3 for the Board's consideration.

2.0 Recommendations

- 2.1 The Board is asked to consider the summary report of the working group's meeting held on 19th October 2009 and the report from the Director of Environment and Neighbourhoods.

Background Papers

None

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SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

INQUIRY INTO RECYCLING

TERMS OF REFERENCE

1.0 Introduction

- 1.1 It is clear that more people are becoming increasingly aware of the environmental threat posed by the vast quantities of waste that is produced each year. Leeds City Council continues to improve its performance for the percentage of household waste sent for reuse, recycling and composting and is already on course to meet and exceed its 2009/10 year end target of 33.94%. Whilst recycling has become a part of every day life for many people, it is recognised both locally and nationally that further action is still required to divert waste away from landfill. One of the key aims set out within the Leeds Integrated Waste Strategy 2005-2035 is to achieve a combined recycling and composting rate of greater than 50% by 2020.
- 1.2 Recycling continues to be an area of interest for Scrutiny. The former City Services Scrutiny Board conducted an in-depth inquiry into Recycling back in 2004/2005 and more recently the Young People's Scrutiny Forum conducted an inquiry which was focused around 'Protecting our Environment'.
- 1.3 Scrutiny has also continued to monitor the Council's progress in implementing the Leeds Integrated Waste Strategy 2005-2035, which sets out its aims to reduce the impact of waste management on the environment and significantly reduce the amount of waste going to landfill.
- 1.4 However, in June 2009 the Environment and Neighbourhoods Scrutiny Board received a referral from the Executive Board Member for Environmental Services to conduct a further inquiry into Recycling which focuses on improving the long term recycling infrastructure for Leeds.
- 1.5 Whilst acknowledging that over 90% of residents have access to kerbside recycling, it was highlighted that there is significant scope for improvement by improving the recycling infrastructure and making recycling facilities more accessible to everyone. Based around the principle that 'one size does not fit all', the focus of this particular Scrutiny inquiry will be to explore the different options available for collecting recyclables, taking into account the diverse range of communities and housing types that exist in Leeds, but also the aim is to produce high quality material streams to encourage the long term development and sustainability of secondary material industries.

- 1.6 Whilst the potential for collecting more materials as part of the kerbside collection was raised as a particular issue, it was highlighted to the Scrutiny Board that a full options appraisal is currently being undertaken for food waste collections and that the outcome of this particular work will be reported separately to a future meeting of the Scrutiny Board. It was noted that a full options appraisal is also required to determine the most effective and best value for money collection method for glass. The Scrutiny Board also acknowledged that the Leeds Integrated Waste Strategy Action Plan was in the process of being updated and will therefore be brought to a future meeting of the Scrutiny Board for consideration.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:

- Details of the current range of recycling facilities/methods available across the city (including kerbside collection, drop-off sites and Waste Sorting Sites) and the advantages and limitations of each;
- Identifying specific areas across the city which do not have access to appropriate and convenient recycling facilities;
- The challenges presented by different property types, particularly flats, back to back properties, terrace housing and any other property types that have limited access to recycling facilities;
- The range of materials currently recyclable at household waste sorting sites and bring sites and whether there is scope to expand the range (including more reusable materials). Also, to consider the potential for more locations across the city for bring sites.
- Examples of other recycling facilities/methods used outside of Leeds and the potential cost implications for adopting these across the city;
- Regional and national approaches towards recyclable collection methods, with specific reference to the role of DEFRA and WRAP (The Waste & Resources Action Programme is a not-for-profit company supported by funding from DEFRA, the DTI and the devolved administrations of Scotland, Wales and Northern Ireland. It is working to promote sustainable waste management by creating stable and efficient markets for recycled materials and products)
- The relationship between Environment and Neighbourhoods and City Development to ensure that future recycling service proposals are reflected in planning policy and guidance;

- The role of the Council in ensuring that developers are making adequate provision for recycling within their planning proposals.

3.0 Comments of the relevant Director and Executive Member

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

4.0 Timetable for the inquiry

4.1 The Inquiry will take place over a number of sessions. These sessions will involve working group meetings and site visits which will provide flexibility for the Board to gather and consider evidence that will aid the discussions during the public Board meetings.

4.2 The length of the Inquiry is subject to change.

5.0 Submission of evidence

5.1 Dates for the working group meetings are to be arranged.

5.2 Session one – November 2009

To consider evidence in relation to the following areas:

- Details of the current range of recycling facilities/methods available across the city (including kerbside collection, drop-off sites and Waste Sorting Sites) and the advantages and limitations of each;
- Identifying specific areas across the city which do not have access to appropriate and convenient recycling facilities;
- The challenges presented by different property types, particularly flats, back to back properties, terrace housing and any other property types that have limited access to recycling facilities;

5.3 Session two – January 2010

To consider evidence in relation to the following areas:

- The range of materials currently recyclable at household waste sorting sites and bring sites and whether there is scope to expand the range (including more reusable materials). Also, to consider the potential for more locations across the city for bring sites.
- Examples of other recycling facilities/methods used outside of Leeds and the potential cost implications for adopting these across the city;

- Regional and national approaches towards recyclable collection methods, with specific reference to the role of DEFRA and WRAP (The Waste & Resources Action Programme is a not-for-profit company supported by funding from DEFRA, the DTI and the devolved administrations of Scotland, Wales and Northern Ireland. It is working to promote sustainable waste management by creating stable and efficient markets for recycled materials and products)

5.4 **Session three – February 2010**

- The relationship between Environment and Neighbourhoods and City Development to ensure that future recycling service proposals are reflected in planning policy and guidance;
- The role of the Council in ensuring that developers are making adequate provision for recycling within their planning proposals

5.5 **Session four – April 2010**

- To agree final report

6.0 **Witnesses**

6.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Director of Environment and Neighbourhoods
- Director of City Development
- Executive Member for Environmental Services
- Head of Waste Management
- Chief Officer, Environmental Services
- Representative from DEFRA
- Representative from the Waste Regional Advisory Group (WRAG),
- Representative from WRAP

7.0 **Site visits**

7.1 As part of the inquiry, the following site visits will be undertaken by Board Members:

Martins Material Recycling Facility (MRF)
 Sample of Household Waste Collection sites across the city
 Other leading local authorities in recycling, for example, Manchester

8.0 Post inquiry report monitoring arrangements

- 7.1 Following the completion of the Scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for how the implementation of recommendations will be monitored.

9.0 Measures of success

- 8.1 It is important to consider how the Scrutiny Board will deem if their inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.

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Scrutiny Board (Environment and Neighbourhoods) Inquiry into Recycling

Summary report of the working group meeting held on 19th October 2009.

1.0 Introduction

- 1.1 A working group of the Board met on 19th October 2009 to consider evidence in line with session one of the Board's Inquiry into Recycling.
- 1.2 The purpose of this meeting was to consider the following issues:
- Identifying specific areas across the city which do not have access to appropriate and convenient recycling facilities;
 - The challenges presented by different property types, particularly flats, back to back properties, terrace housing and any other property types that have limited access to recycling facilities.
- 1.3 The following Members and officers attended the working group meeting to discuss the evidence submitted:
- Councillor B Anderson (Chair of the Scrutiny Board)
 - Councillor A Blackburn
 - Angela Brogden, Principal Scrutiny Adviser
 - Susan Upton, Head of Waste Management
- 1.4 A summary of the key issues raised by the working group is set out below.

2.0 Main issues raised

The challenges presented by different property types

- 2.1 The working group acknowledged that the Council has a unique collection of properties and situations that present a challenge in the delivery of recycling services. Some examples were shared with the working group and considered individually during the meeting. These were as follows:

High rise dwellings

- 2.2 The working group was informed that Leeds has c70,000 high rise flats, ranging from many that were built 20-30 years ago to the recently constructed "executive city living" city centre developments. Blocks are either made of privately owned flats, run by managing agents or owned by Leeds City Council.
- 2.3 It was reported that the infrastructure for waste storage and collection is often unsuitable for the collection service provided, even in new-build premises. Members noted that the bin stores are usually too small for the volume of

waste and number of recycling/residual waste bins required therefore two or more collections per week may be needed. Members noted that bin stores may also be located away from vehicle access points requiring the bins to be wheeled a long way, which presents problems with manual handling of heavy bins over uneven ground/absence of dropped kerbs. It was also noted that if there is a waste chute for residual waste then there is little incentive for residents to carry their recycling downstairs to a collection point. Most city centre bin store locations also require one or more keys/codes /swipe cards to gain access which can take time to organise.

- 2.4 It was reported that the DEFRA high-rise route has adapted to many of the problems listed above and provides 26,000 properties with communal bins for recycling. These are provided for the separate collection of cardboard, mixed paper, cans, plastic bottles (SORT), and glass. The location of the communal facilities is determined by the layout of the building and requires the landlord's permission. It was highlighted that the landlord or managing agent is also required to purchase the communal bins. However, it was noted that many landlords are opposed to the installation of these communal sites due to the cost of purchasing the bins or potential loss of income-generating parking spaces. In view of this, it was suggested by the working group that discussions are held with officers within Housing and Environmental Enforcement to explore opportunities to further encourage landlords to adopt the communal bin approach. Members also questioned the role of City Development in ensuring that developers are making adequate provision for recycling within their planning proposals. Whilst acknowledging that the Head of Waste Management has recently been invited to regularly attend the Regeneration officer meetings to put forward issues around waste management, it was felt that more could still be done. It was noted that this matter would be addressed in more detail during session five of the Board's inquiry.

Back-to-back terraced houses

- 2.5 The working group learned that there are 19,500 back to back terraced houses in the Leeds district which tend to be in inner city areas e.g Hyde Park, Armley, Harehills, Chapeltown, Chapel Allerton. Such properties do not have any yard area/or garden where wheeled bins for either residual or SORT collections can be stored. This leads to the presence of large numbers of residual and SORT bins in the street where residents attempt to store them as close to their property as they are able. It was noted that SORT collections may be offered through the use of the green bag scheme in these areas.
- 2.6 Although some back to back terraces have "bin yards"; small yards that are in shared ownership and used by a number of properties, it was highlighted that some may be locked by the adjacent property for their sole use leaving other residents with nowhere to store their waste. It was also noted that whilst these bin yards provide an area where wheeled bins for both residual and SORT collections can be stored, they are prone to fly-tipping, dumping of large furniture items, and arson attacks. Whilst some bin yards in the Hyde Park area (and other areas) have been landscaped by Groundwork, through the

use of mosaics, raised garden beds and decorative iron railings, these often leave minimal space for the bins and vandalism and fly-tipping continues to be a problem.

Student houses of multi-occupancy

- 2.7 The working group acknowledged that the large transient population of students resident in Leeds is mainly concentrated into the areas of Headingley, Hyde Park and Woodhouse. It was noted that former family homes have been divided into flats, bedsits and shared houses where several independent residents occupy the same building. This has led to entrances to flats being at both the front and back of properties, leading to waste storage and collections being required from both sides of a property and wheeled bins being stored in front gardens and rear alleys. The working group learned that whilst shared houses are provided with a residual waste and SORT wheeled bin, houses divided into flats and bedsits have multiple wheeled bins for both residual waste and SORT as they are provided for each flat. These tend to be stored in the garden or on the street in lines. It was reported that there are high levels of contamination of the SORT recyclables collected in this area, which requires the waste to be treated separately at the receiving materials reclamation facility at additional cost to the Council. The working group noted that the development of communal recycling areas is being investigated in the area but due to the narrow roads with high demand for car parking, there are limited opportunities for new bring sites.
- 2.8 The working group questioned whether more needed to be done in terms of targeting students and raising their awareness of the recycling facilities currently available within Leeds to help reduce levels of contamination of the SORT recyclables collected. It was noted that the Council is already looking at developing a closer working relationship with the Student Union to help determine a more timely and targeted education campaign, particularly for those students who reside within the private rented sector. The working group suggested that both the Student Union and Unipol be invited to contribute to the Board's inquiry to discuss how students and landlords could be engaged further to improve recycling.

High density housing developments

- 2.9 The working group noted that there are a number of housing developments built in the 1980s-90s e.g. Holt Park Cottingley, Little London, Beckhills) where there is a high density of dwellings comprising of houses, two-storey flats and maisonettes built in cul-de-sacs. These properties may have yards or lockable outside storage for waste, but due to the layout of the estate, it was highlighted that access to these storage areas involves several flights of steps prohibiting the use of wheeled bins. As the design of the estates includes open communal green spaces and limited vehicular access, parking and garages, this makes it difficult for collection crews to access properties. It was acknowledged that there are limited opportunities for introducing new communal recycling areas due to a lack of space.

- 2.10 In view of the problems facing high density housing developments, the working group emphasised the value of the green bag collection service for such areas.

Hard to reach properties

- 2.11 It was reported that there are 50,000 properties that are classed as being hard to access as a wheeled bin service cannot be provided. This will include hilly areas where slopes prevent the use of wheeled bins, and also where there is poor access. It was highlighted that some of these properties are already provided with the green bag collection system for recyclables. This includes some back-to-backs, high density housing etc. as described above.

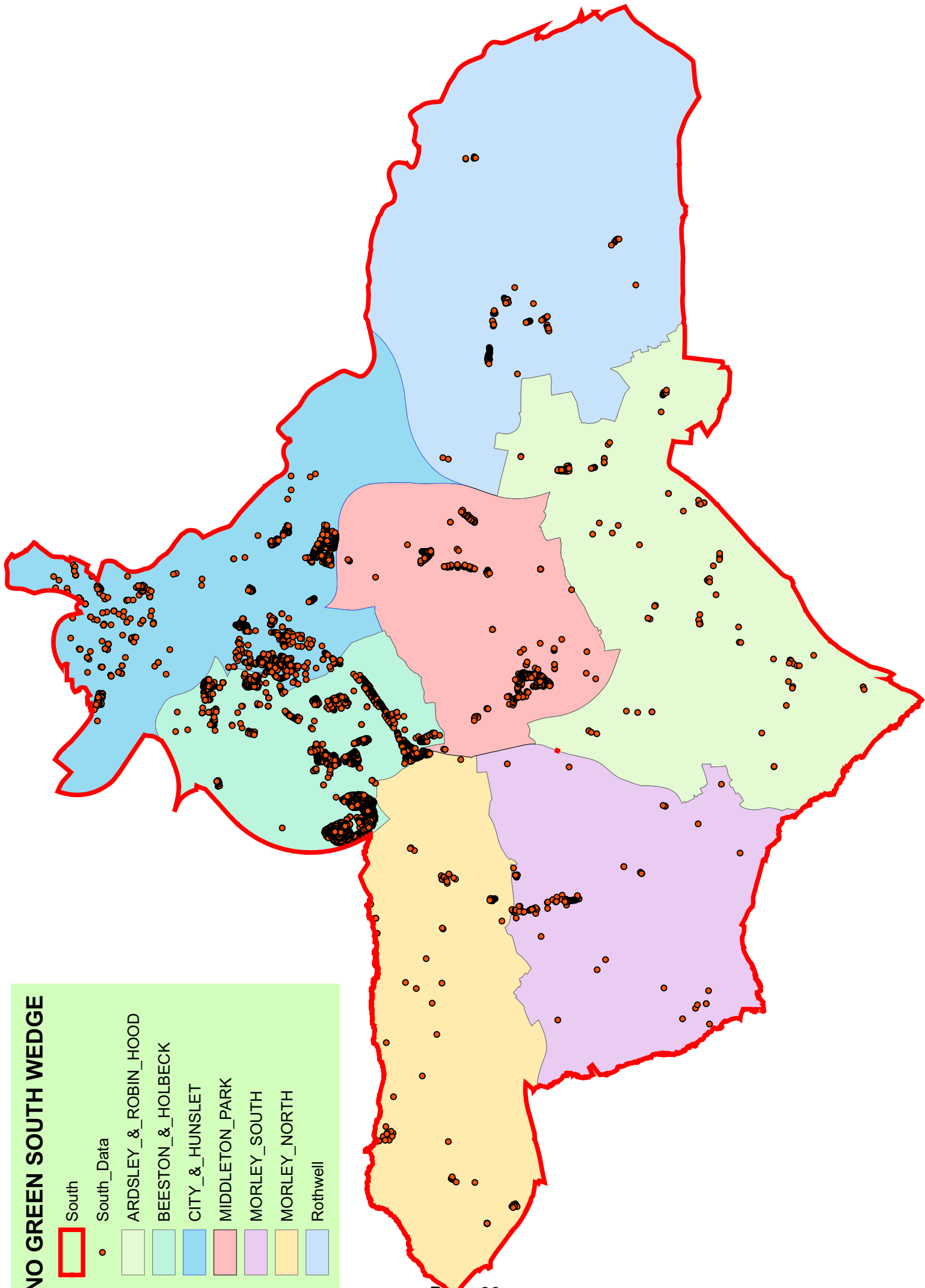
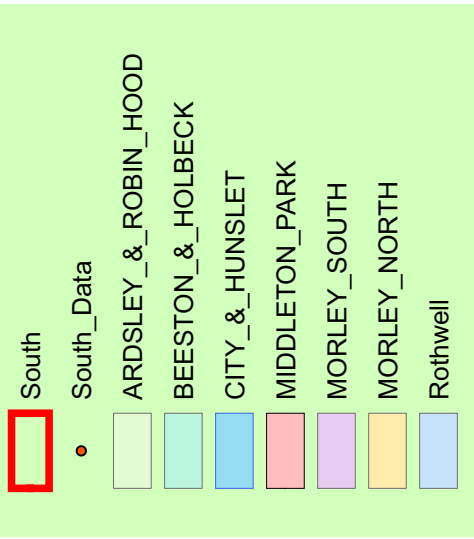
Farms

- 2.12 It was noted that residences on farms tend to have difficult access down long narrow, unmade lanes. The waste collection, whether on bags or wheeled bins, is made at the end of the lane, on the main road. These properties can be provided with either the green bag system or a SORT bin.

Areas currently not offered a SORT/green bag collection

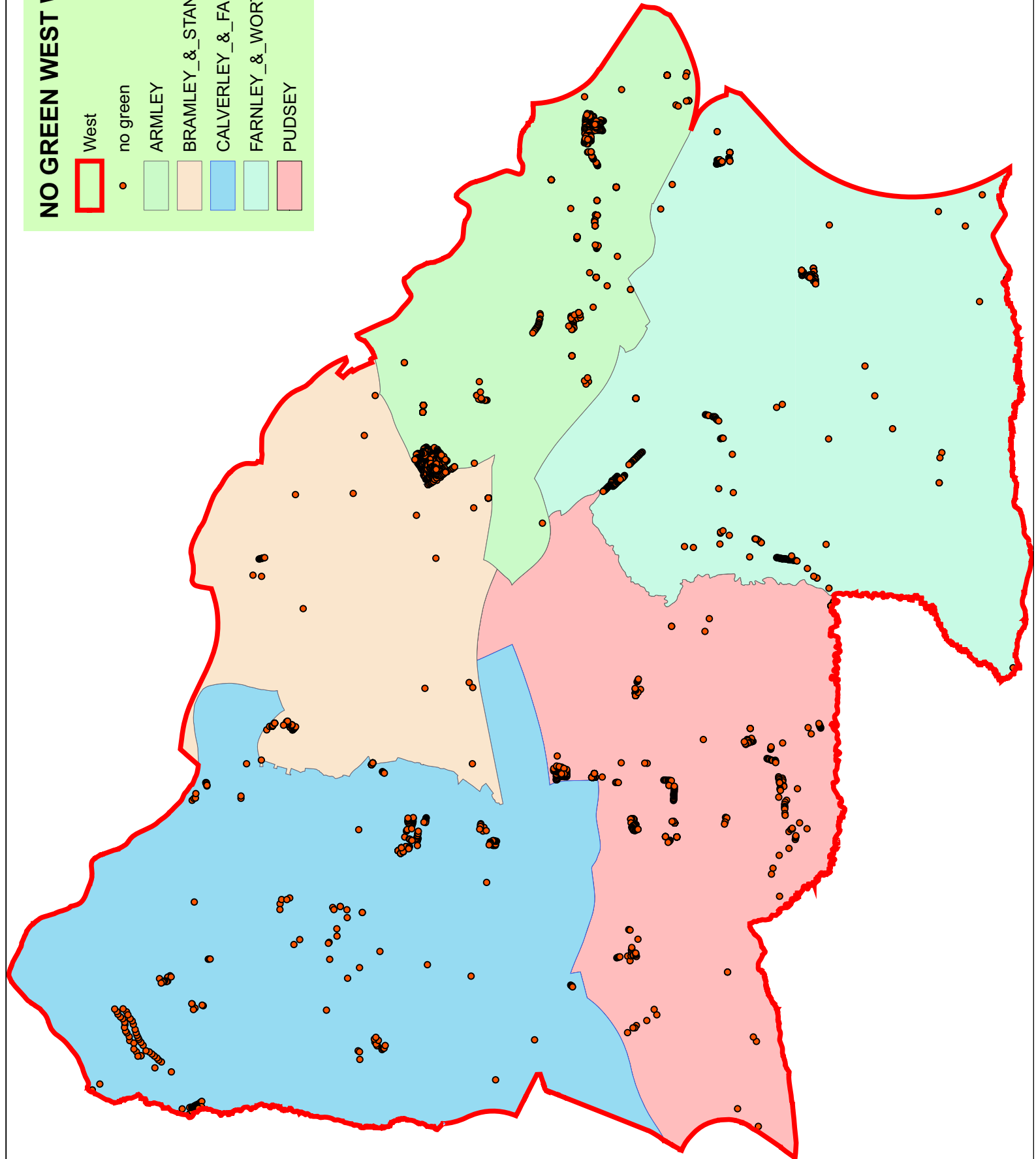
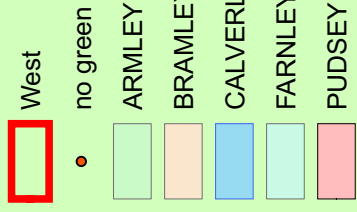
- 2.13 The working group acknowledged that some areas of the city are currently not offered a SORT/green bag recycling collection service. Members received 5 maps covering each wedge of the city which illustrated these particular areas. Copies of these maps are attached to this note.
- 2.14 The Head of Waste Management highlighted that the future intention is to consult with Ward Councillors to find out whether their local intelligence around particular areas could help to address the gaps in service identified across the city. It was also highlighted that following this process, a number of options would be presented to local residents for them to reach a consensus as to which recycling service would best meet their needs. This approach was welcomed by the working group.

NO GREEN SOUTH WEDGE

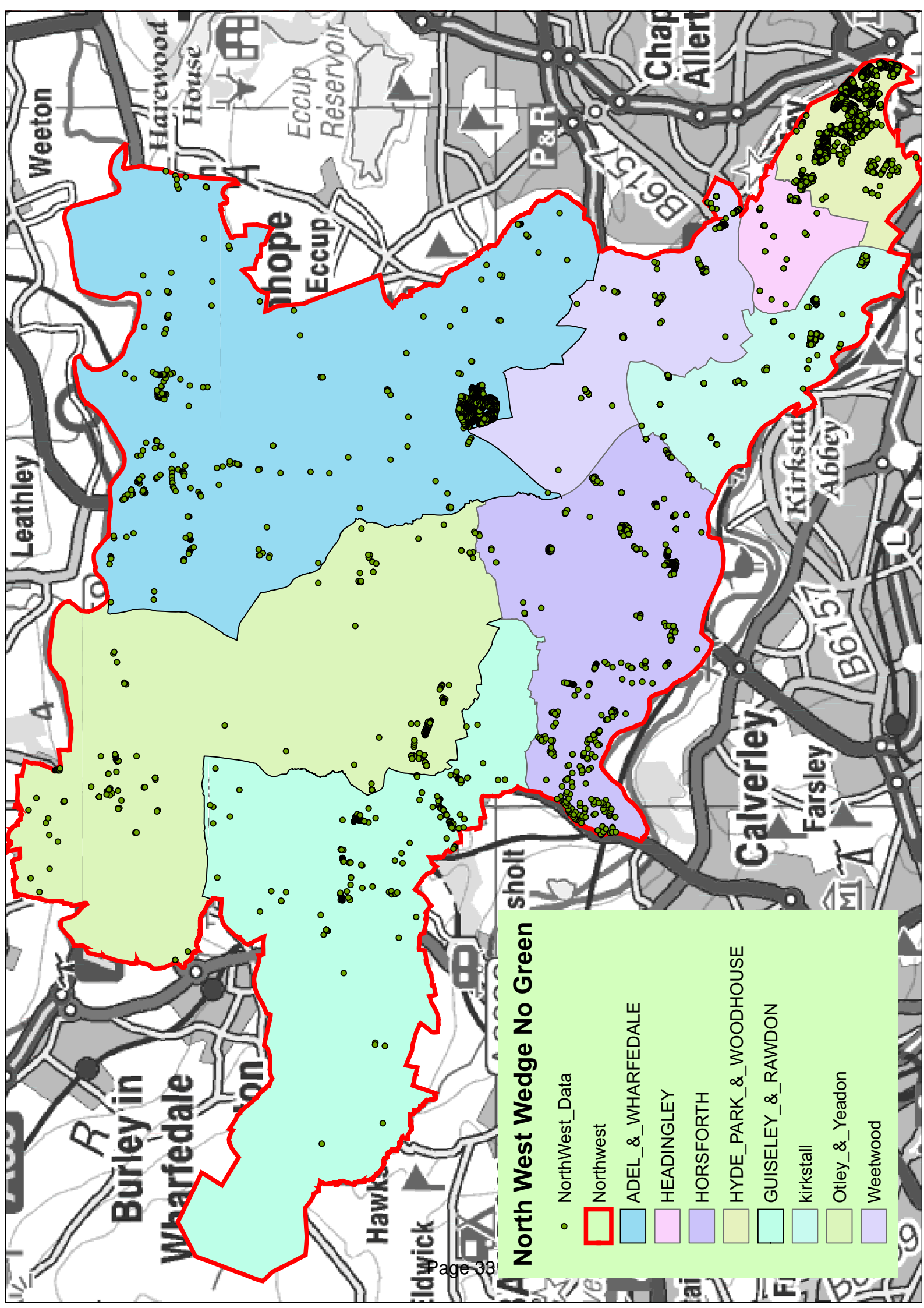


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NO GREEN WEST WEDGE



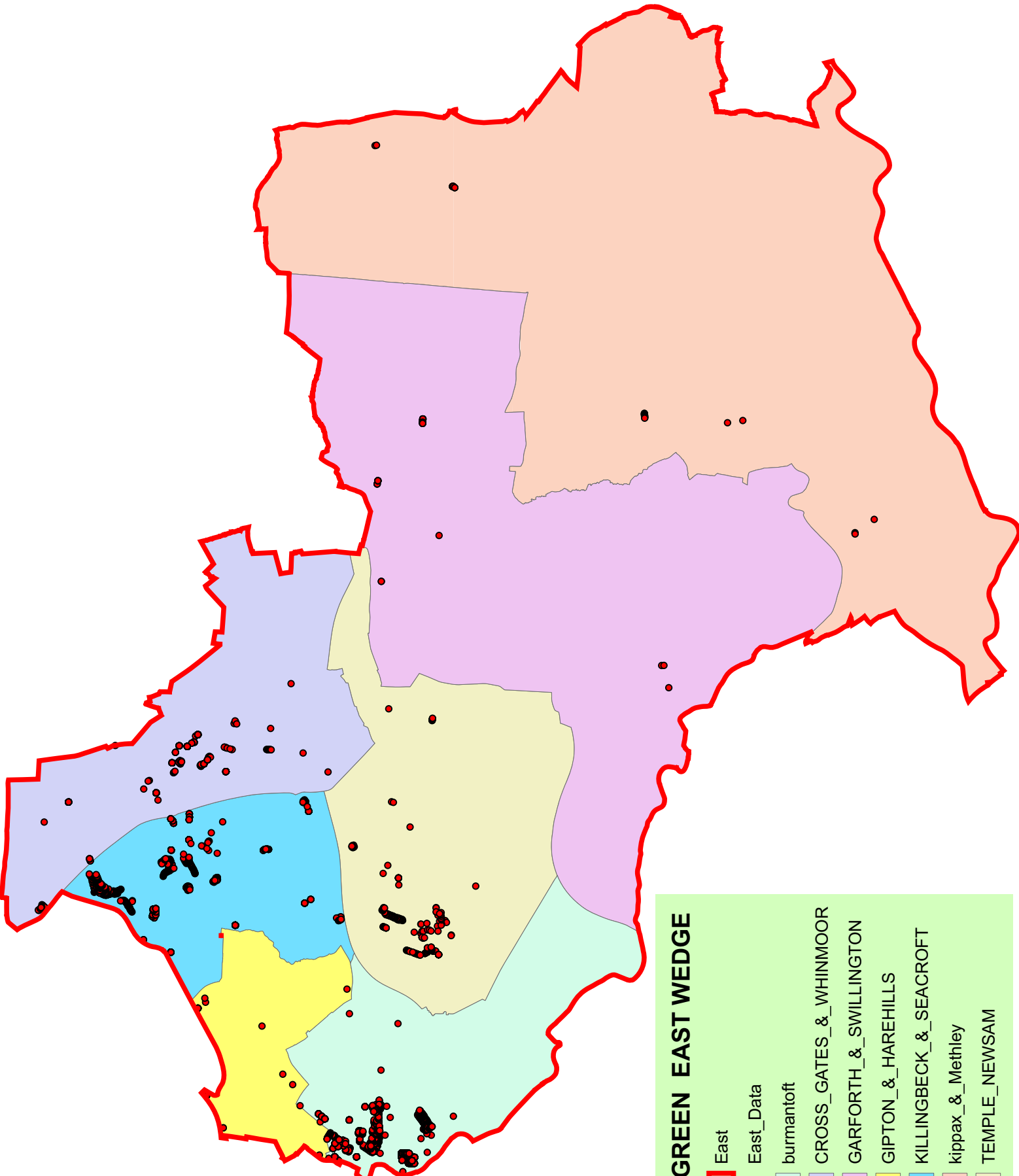
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North West Wedge No Green

- NorthWest_Data
- Northwest
- ADEL_ & WHARFEDALE
- HEADINGLEY
- HORSFORTH
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- GUISELEY_ & RAWDON
- kirkstall
- Otley_ & Yeadon
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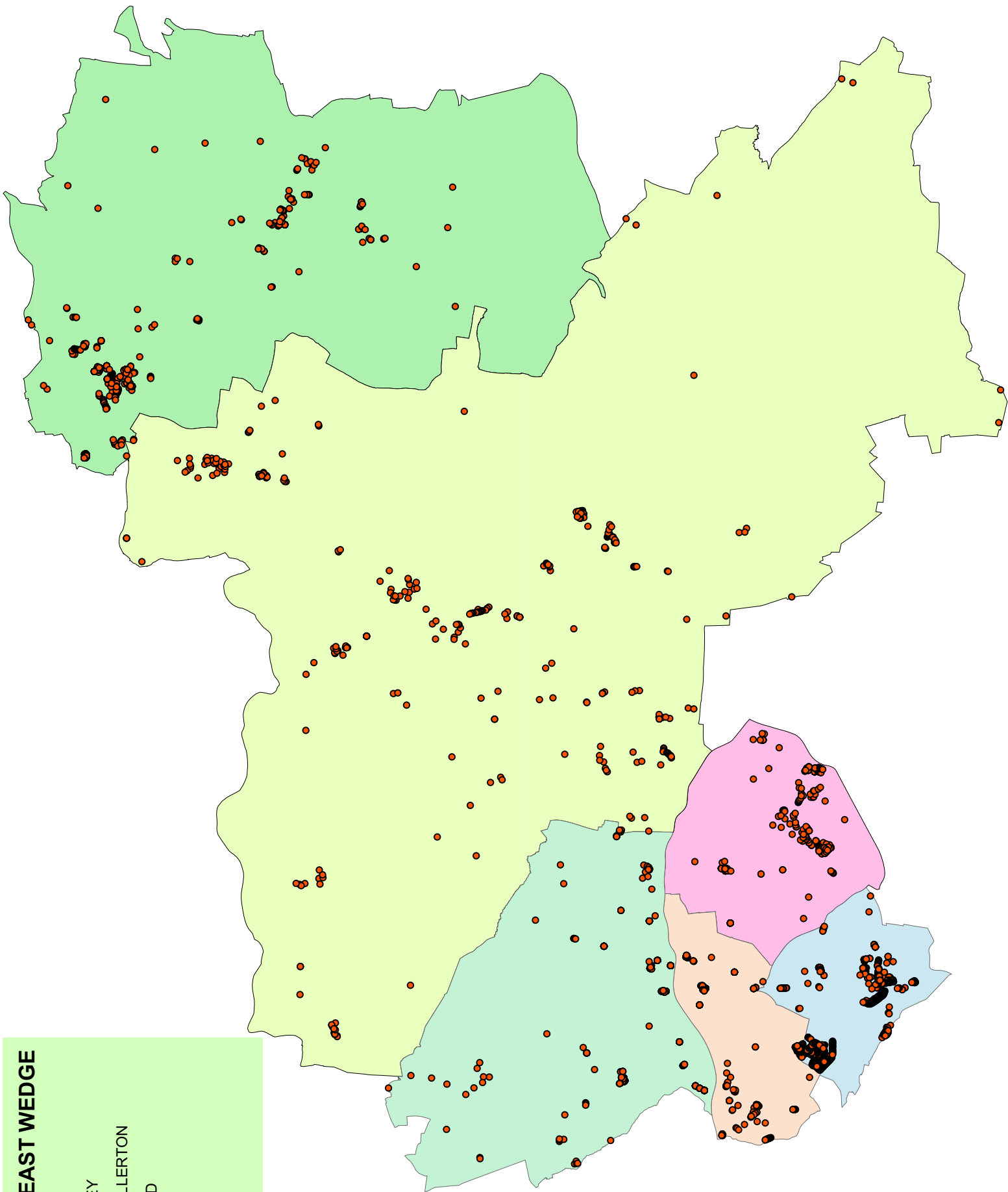
NO GREEN EAST WEDGE

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- burmantoft
- CROSS_GATES_&_WHINMOOR
- GARFORTH_&_SWILLINGTON
- GIPTON_&_HAREHILLS
- KILLINGBECK_&_SEACROFT
- kippax_&_Methley
- TEMPLE_NEWSAM

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NO GREEN NORTH EAST WEDGE

- No_Green
- ALWOODLEY
- CHAPEL_ALLERTON
- HAREWOOD
- Moortown
- Roundhay
- Wetherby



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Report of the Director of Environment and Neighbourhoods

Scrutiny Board (Environment and Neighbourhoods)

Date: 9th November 2009

Subject: Scrutiny Inquiry into Recycling - Existing Collection and Disposal Methods

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

1.1 In line with session one of the Board’s Inquiry into Recycling, this report outlines existing collection and disposal methods for recycling materials for the consideration of Board Members.

2.0 Existing Collection and Disposal Methods

2.1 The Council currently provides kerbside recycling collections as described below. In addition, there are a number of Household Waste Sorting Sites and Bring sites within Leeds, which offer an additional range of recycling facilities.

Kerbside Collection of Dry Recyclables (‘SORT’)

2.2 By the end of 2008/09, 93.4% of the households in Leeds had access to a commingled kerbside collection (the SORT scheme) of four dry recyclable materials – paper, cardboard, some plastics and cans. Most properties have their dry recyclables collected every four weeks. In some pilot areas the dry recyclables bin is collected every two weeks: the resulting improvement in recycling is encouraging and continues to be evaluated.

2.3 Some 7% (or 22,000) properties* across the city, do not have a form of SORT collection. These properties have generally been high rise, multi-occupancy or in difficult to access and rural locations. A number of these properties initially received green SORT wheeled bins but subsequently have had them removed, generally due to high contamination with non-recyclable wastes.

- 2.4 Of the 93.4% of properties stated above, there are approx 6,100 properties* where the SORT recycling scheme is currently not working well, evidenced by high contamination and low participation. All of the dry recyclables material currently goes to the Materials Recycling Facility (MRF) in South Leeds for separation in to its constituent elements. During 2008/09; 26,099 tonnes were recycled and currently it is projected that 25,000 tones will be recycled during 2009/10.

Green Bag scheme

- 2.5 Across approx 6,300 properties* of properties stated above, where SORT wheeled bins cannot be accommodated due either to a lack of bin storage space or restricted collection vehicle access, residents have received a door step green bag dry recycling scheme. These collections mirror the monthly frequency of the wheeled bin service.

High Rise Collection scheme

- 2.6 Environmental services currently operates a weekly recycling collection for a number of high rise and multiple occupation properties where there is no kerbside SORT recycling route. The scheme was originally implemented through funding received from Defra. The route now covers the city centre, high rise blocks, university accommodation, sheltered accommodation, community centres and hospices throughout the Leeds area and collects mixed recyclables similar to the kerbside green wheeled bin SORT collections and in a separate container, mixed glass. A total of 1,066 tonnes was recycled in 08/9 from this scheme,

Communal collections

- 2.7 Another initiative uses the Defra collection round to service Community Recycling Sites. These sites serve a mixture of high and low rise properties in areas with no green SORT route. Each of these sites can provide recycling for 150 – 370 properties. There are two bin types:

A green mixed recyclables similar to the kerbside green wheeled bin sort collections including cardboard, paper, cans and plastic bottles.

A white mixed glass container.

Community recycling sites have been running successfully in Beeston and Little London.

- 2.8 The Defra scheme, detailed above, provides a recycling service to 25,749 properties* at 273 sites.

3.0 Equality of Access

- 3.1 In summary, to address gaps in recycling provision, there are 22,000 properties* that have no form of SORT kerbside recycling provision and 6,100 properties* where the current service is not delivering the required benefit.

Existing Service Gaps.

- 3.2 Addressing the gaps in current SORT recycling provision to comply with the Household Waste Recycling Act, requires an understanding of the areas involved

and what is considered the most appropriate recycling methodology. Work with the operational strategic managers has, provided the following initial picture, and work in ongoing to provide a more detailed understanding.

- 3.3 There are an estimated 5500 properties*, that are considered relatively easy to address, where residents have expressed a willingness to recycling and/or properties are on an existing SORT route.
- 3.4 There are an estimated 5500 properties*, where it is considered that some difficulties would need to be overcome either through education/ awareness or consultation with residents to determine the most suitable approach. These properties include areas where access constraints require an alternative collection vehicle to be sourced.
- 3.5 There are more difficult issues to address for some 11,000 properties* where a significant education and awareness resource would need to be deployed due to, for example, previous contamination issues, or a high density of transient population, or space for further wheeled bins being at a premium.

Kerbside Garden Waste Collection

- 3.6 A fortnightly wheeled bin collection of garden waste has now been introduced in approximately 182,000 properties*, equating to 55% of the City, although collections are four weekly between December and February. The waste is sent to a number of windrow composting contractors. It has been identified that 22% of remaining households are suitable to be included in routes. 23% are unsuitable to their nature of construction or location.

(* figures quoted within the limitation of available data and IT management systems)

2.0 Recommendations

- 2.1 The Board is requested to note the contents of this report.

Background Papers

None

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Originator: A Brogden

Tel:2474553

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 9th November 2009

Subject: Inquiry into the East and South East Leeds (EASEL) Regeneration Project

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 Following a request for Scrutiny, the Board agreed in February 2009 to carry out an Inquiry into the EASEL programme.
- 1.2 In April 2009, a working group of the Scrutiny Board met to consider evidence in line with session one of the Inquiry. This meeting focused on the background to the EASEL programme and understanding its main objectives.
- 1.3 A working group of the Scrutiny Board met again on 15th October 2009 to consider an update report on the EASEL programme, with particular focus on the methods used to engage with local communities and the future use of community consultation.
- 1.4 A summary report of the working group's discussions is attached as Appendix 1 for the Board's consideration.

2.0 Recommendations

- 2.1 The Board is asked to note the summary report of the working group's meeting held on 15th October 2009.

Background Papers

None

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Scrutiny Board (Environment and Neighbourhoods) Inquiry into the East and South East Leeds Regeneration Project

Summary report of the working group meeting held on 15th October 2009.

1.0 Introduction

1.1 A working group of the Board met on 15th October 2009 to consider evidence in line with the Board's ongoing Inquiry into the East and South East Leeds (EASEL) Regeneration Project.

1.2 The purpose of this meeting was to receive an update on the EASEL programme with particular focus around the approach to community consultation and engagement. The working group considered a report from the Chief Regeneration Officer which provided a programme update and details of consultations carried out with people living in the EASEL area, as well as setting out the future use of community consultation as part of a neighbourhood planning process. This report is attached as Appendix A.

1.3 The following Members and officers attended the working group meeting to discuss the evidence submitted:

- Councillor B Anderson (Chair of the Scrutiny Board)
- Councillor D Hollingsworth
- Councillor G Hyde
- Angela Brogden, Principal Scrutiny Adviser
- Stephen Boyle, Chief Regeneration Officer
- Peter Anderson Beck, Head of the East Office, EASEL and Aire Valley Leeds Regeneration
- Maggie Gjessing, Senior Project Manager, EASEL

1.4 A summary of the key issues raised by the working group is set out below.

2.0 Main issues raised

Funding support for the construction of new housing

2.1 At the time of the working group meeting, officers were able to confirm that the bid put forward by the Council and partners to the Homes and Communities Agency as part of the Round 1 Kickstart Housing Delivery Programme had been successful. Such funding will be directed at three schemes within Leeds, two of which are in the EASEL area and will equate to a further 108 units along with the 60 units already secured through EASEL Affordable Housing (Chevin Housing Association).

The impact of the recession on the EASEL programme

- 2.2 It was reported to the working group that the recession, particularly its effect on the housing market, has required a review of the overall approach to delivering investment in the city. As funding sources for development have been squeezed, developers across the board are reassessing their investment strategies. Consequently this has led to the need for a revised approach to neighbourhood planning for the EASEL programme.
- 2.3 Members were reminded that following changes to planning legislation, the Unitary Development Plan for Leeds will be replaced by a Local Development Framework and City Development will be responsible for the development of a number of Area Action Plans (AAP) looking at land available for housing, greenspace, employment and infrastructure.
- 2.4 The AAP will set the spatial plan for the EASEL area providing the broad brush approach to change in the area. One of its key functions is to identify areas of change and make allocations of land for types of development for future planning applications. The process through which the broad proposals and areas of potential change identified by the EASEL AAP will be developed in detail is called "Neighbourhood Planning". This process will have two elements, a technical exercise through which site development options and local infrastructure proposals will be developed and a community engagement programme to communicate these options to residents to get their views and provide an opportunity to develop the local plan.
- 2.5 As part of the ongoing development of the Area Action Plan, Members noted that City Development had recently conducted consultation on changes to the AAP since the preferred options consultation in 2007. However, faced with the existing challenge of working within a completely different economic climate where delivery models dependent on raising funding from land sales and speculative property development are no longer considered viable in the short to medium term, the working group noted that the Council and its partners have been forced to radically rethink its plans for bringing investment into the EASEL area. For these reasons, it was noted that the timing and scope of the neighbourhood planning exercise and resultant community consultation is now under review.
- 2.6 Whilst the working group acknowledged that the neighbourhood planning process would need to reflect realistic goals in light of the current economic climate, Members raised concern that any further delays in conducting planned community consultation could further fuel the negative perceptions surrounding the programme that appear to exist within some EASEL communities as residents begin to feel more and more disengaged.
- 2.7 The working group emphasised the importance of community consultation in providing a real opportunity for the council and its partners to explain to the public that whilst the recession may have forced the council to reassess the overall direction of the EASEL programme, they can remain confident that the EASEL programme will continue to be a priority and that the council is

committed to ensuring that there is adequate and effective community involvement in shaping the regeneration plans in neighbourhoods in the EASEL area.

The need for ongoing communication with communities within the EASEL area

- 2.8 In anticipation of future planned community consultation, the working group emphasised the need for ongoing communication with communities within the EASEL area and were informed about the range of consultation methods used in connection with the EASEL regeneration programme. These include:
- organised community consultation events contributing to the selection of preferred EASEL partner
 - reports and attendance at Area Committees and their forums;
 - regular attendance at a variety of residents groups;
 - liaison and attendance at board meetings for East North East Homes Ltd;
 - consultation by East North East Homes Ltd on their housing management and declared clearance areas;
 - exhibitions and surveys at community events such as galas;
 - a community newsletter for EASEL residents;
 - a website providing background information on the programme.
- 2.9 Whilst recognising the benefits of strengthening the communication links with the public, the working group also acknowledged the existing challenge of promoting such publicity with a limited amount of resource. Emphasis was therefore placed on utilising existing resources more effectively. Members noted that closer working arrangements between the Regeneration Team and Area Management Team were being explored in order to try and utilise existing communication links with the local communities. In view of this, the working group agreed to invite the Area Manager to the next session of the Board's inquiry.

The need for greater recognition and awareness of existing initiatives and schemes which are part of the EASEL regeneration programme.

- 2.10 During session one of the Board's inquiry in April 2009, Members emphasised the importance of services not working in individual silos and adopting a 'One Council' approach towards delivering the EASEL project. At that time, it was noted that whilst there are core elements that the Council can manage, the Council is unable to control issues around education and health. In view of this, the Scrutiny Board was informed that the contributions of partners in the public, private and voluntary sectors are being, and will continue to be, deployed through partnership working arrangements with the aim of getting all partners to prioritise the objectives of the EASEL project within their own services.

- 2.11 The working group noted that whilst improvements have been made since April 2009, one of the key issues now raised is the need to associate relevant investment initiatives and schemes with the overall EASEL regeneration programme. The working group was informed that whilst there has been a huge amount of investment targeted within the EASEL area, either in the form of a new school building, health centre or retail development, the public generally do not associate such investments as being part of the EASEL programme.
- 2.12 In view of this, the working group emphasised the need for greater recognition and awareness of where existing initiatives and schemes have arisen as part of the overall EASEL regeneration programme and suggested that perhaps the development of an EASEL 'branding' may assist in providing this recognition.



Originator:	Maggie Gjessing
Tel:	49001

Report of the Chief Regeneration Officer

Scrutiny Board (Environment and Neighbourhoods)

Date: 15th October 2009

Subject: EASEL Working Group - update on programme and consultation

Electoral Wards Affected:

Temple Newsam
Killingbeck and Seacroft
Gipton and Harehills
Burmantofts and Richmond Hill

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. This report provides the Members of the Scrutiny Board (Environment and Neighbourhoods) with an update on the EASEL regeneration programme.
2. The report summarizes the methods currently used to engage with local communities and sets out the future use of community consultation as part of a neighbourhood planning process. The report explains the impact the recession has had on plans for the EASEL programme and the resultant delays in the neighbourhood planning process.

1.0 Purpose Of This Report

- 1.1 To update scrutiny Members on the current position in the EASEL programme and the approach to community consultation and engagement as part of the EASEL programme. The report responds to the agreed terms of reference topic on consultation and therefore provides details of consultations carried out with the people living in the EASEL area and opportunities available for improving communications with key stakeholders, including the public, in future.

2.0 Main Issues

2.1 Programme Update

- 2.2 Over the summer the Homes and Communities Agency announced a number of measures which aim to support the construction of new housing during the economic downturn. The Council and its partners have successfully bid for financial support to continue developing the EASEL phase 1 sites and the outcome of the remaining "Kickstart" bid is expected on or around 13th October.

- 2.3 The table below shows the current position in terms of the phase 1 sites:

			HCA funding	Status	
Council purchases	20	£2m		Purchase almost complete	2009/10
Kickstart	100	£7m	£7m	Awaiting bid announcement	2009/10 - 2010/11
EASEL Affordable Housing (Chevin)	60	£1.4m	£1.4m	Approved	2009/10 - 2010/11
LA New Build (Phase 1)	63	£7.0m	£3.5m	Approved	2010/11

Additional sites in Harehills and Halton Moor have attracted HCA funds to develop another 60 new houses. Together these will deliver a mix of tenure which uphold the principle of mixed communities which underpins the project.

2.4 Consultation and neighbourhood planning

- 2.5 As the August report outlined, a range of consultation methods were and are being used in connection with the EASEL regeneration programme. They include:

- organised community consultation events contributing to the selection of preferred EASEL partner
- reports and attendance at Area Committees and their forums;
- regular attendance at a variety of residents groups;
- liaison and attendance at board meetings for East North East Homes Ltd;
- consultation by East North East Homes Ltd on their housing management and declared clearance areas;

- exhibitions and surveys at community events such as galas;
- a community newsletter for EASEL residents;
- a website providing background information on the programme.

- 2.6 As part of the ongoing development of the Area Action Plan (as part of the Local Development Framework), Members will be aware that City Development have recently conducted consultation on changes to the AAP since the preferred options consultation in 2007. The AAP will set the spatial plan for the EASEL area providing the broad brush approach to change in the area. One of its key functions is to identify areas of change and make allocations of land for types of development for future planning applications.
- 2.7 The intention is that the detailed decisions on what changes should be made in specific smaller areas within the EASEL area will be made following the development of neighbourhood plans.
- 2.8 The council remains committed to ensure that there is adequate and effective community involvement in shaping the regeneration plans in neighbourhoods in the EASEL area. The process will be led from an urban design perspective taking account of planning policies and good design criteria. The exercise will test options for implementing changes to the design and layout of specific development sites so that they assist in the delivery of the key objectives for the EASEL area which are:
- to create sustainable mixed use communities in the EASEL area;
 - to make the EASEL area a place that people want to live and work and to tackle existing deprivation and overcome the negative perceptions of the EASEL Area; and
 - to secure the economic social and environmental well-being of the EASEL area.
- 2.9 The recession, particularly its effect on the housing market has required a review of the overall approach to delivering investment in the city and means that the council has to review the way in which this neighbourhood planning process will be conducted. As funding sources for development have been squeezed developers across the board are reassessing their investment strategies.
- 2.10 An initial discussion has taken place with Ward Members on a revised approach to neighbourhood planning and views on consultation in the light of current economic conditions would be welcomed.

3.0 Implications For Council Policy And Governance

- 3.1 There are no direct implications for council policy or governance from the delay in consultation. As plans for future consultation are developed, the policy and governance arrangements will be assessed.

4.0 Legal And Resource Implications

- 4.1 Resources will need to be identified to undertake neighbourhood planning and consultation.

5.0 Conclusions

- 5.1 The recession has forced the council to radically rethink its plans for bringing investment into the EASEL area and this has delayed planned community consultation. A revised exercise focusing on cleared and key strategic sites is being developed.
- 5.2 Community consultation continues to be an important part in the EASEL programme and will be used to determine how investment is brought into neighbourhoods.

6.0 Recommendations

- 6.1 Members of the Scrutiny Board (Environment and Neighbourhoods) are asked to note and comment on the contents of this report.



Originator: A Brogden

Tel:2474553

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 9th November 2009

Subject: Response to the CLG Consultation around social housing allocations

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

1.1 In July 2009, the Scrutiny Board agreed to conduct a review into the Council's housing lettings process. As part of this review, the Scrutiny Board was given the opportunity to consider the Council's proposed response to the Communities and Local Government (CLG) consultation on social housing allocations, 'Fair and flexible'. The deadline for this consultation was 23rd October 2009.

1.2 A working group of the Board met on 15th October 2009 to discuss the Council's proposed response with senior housing officers. The comments made by the working group were incorporated into the Council's response and this was subsequently circulated to all Board Members for consideration and endorsement before being submitted to the CLG on 23rd October 2009.

1.3 A copy of the Council's response to the CLG consultation is attached.

2.0 Recommendations

2.1 The Board is requested to note and formally endorse the Council's response to the CLG consultation on social housing allocations, 'Fair and Flexible'.

Background Papers

Communities and Local Government Consultation document 'Fair and Flexible. Draft statutory guidance on social housing allocations for local authorities in England.

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Introduction

- This is Leeds City Council's response to Communities and Local Government consultation on social housing allocations, 'Fair and flexible'. The response includes comments from the Leeds Arms Length Management Organisations (ALMOs) and the Belle Isle Tenant Management Organisation (BITMO). It has also been approved by the Executive Member for Environment and Neighbourhoods and the Environment and Neighbourhoods Scrutiny Board.

Background information

- Leeds City Council owns 58,500 properties which are managed by three Arms Length Management Organisations (ALMOs) and the Belle Isle Tenant Management Organisation (BITMO).
- We manage the Leeds Homes Register, which is a common housing register shared with 12 partner Registered Social Landlords, and we operate the 'Leeds Homes' choice based lettings scheme which advertises available council properties, with some RSLs and accredited private landlord properties.
- Leeds City Council's current lettings policy gives preference for lettings to customers in the reasonable preference groups using a simple banding scheme, but other groups are given preference through the use of Local Lettings Policies.

General points

- Leeds City Council welcome the opportunity to comment on the consultation document.
- With regards to the scope of the guidance, page 13, paragraphs 3 and 4, we would urge CLG to publish one definitive code of guidance. The extent of the proposed changes to the existing 2002 and 2008 Codes are so far reaching as to make the operation of three separate codes potentially confusing, especially given the significant amendments proposed to the two previous codes.
- Leeds City Council supports the development of the housing options approach to reduce homelessness and to better utilise the private rented sector.
- Leeds City Council recognises the importance of developing greater links between its housing options approach and the proposed changes in this code, and of developing links between the council's strategic objectives and the lettings policy. To do this effectively we need to collect more indepth data about our communities, including our tenants, the people who live with them in council properties and whether they work or in training, type of work and so forth.

- The council also needs to improve its public accountability and communication, in particular with residents about the lettings policy to improve the general public's understanding of the policy objectives as well as its operation. This could include publishing an annual report on how housing need is met. This is one of the recommendations in the recently published Local Government Information Unit 'Room to move' report. Therefore the council believe that the code should promote as good practice the adoption of an annual report, or require it in the code.
- Leeds City Council would like greater prominence placed on a expectation or obligation for local authorities to develop local lettings plans. The council believes that greater use of such plans could help meet the council's wider objectives. The council believe that evidence-based local lettings plans could be developed in conjunction with key stakeholders for areas within the city of Leeds, whilst simultaneously retaining the legal requirement to ensure that overall priority for social housing goes to those in greatest need.
- Leeds City Council would welcome new versions of annex 12 of the 2002 code (the eligibility flowchart) as part of the final code, which we requested in the consultation on the 2008 choice based lettings code.
- Leeds City Council welcome the reference to ensuring that allocations schemes are equality impact assessed prior to approval to ensure compliance with equality standards.

Consultation questions

Q1. Do you agree with the objectives and outcomes which local authorities should seek to achieve through their allocation policies?

- We welcome the objectives and outcomes contained in the draft guidance in terms of the commitment to retain reasonable preference, while allowing authorities the flexibility to determine local priorities. However, we are concerned that the scope remains for local authorities to be threatened with legal challenge should they adopt greater flexibility in their allocations policy.
- We agree with the objectives of improving choice and options, mobility, making best use of housing stock, supporting workers and work seekers and working to improve understanding of allocations policies.
- We recognise that while the number of applicants exceeds the number of available homes, it is inevitable the some individuals will perceive the system to be unfair, particularly if they have been unsuccessful using choice based lettings to find council accommodation.
- We also believe that engagement with communities should involve newly arrived communities who are eligible by law to be considered for council accommodation, in addition to the longer standing communities which generally have better established links with local authorities.
- The lettings policy is also linked to wider council objectives, including tackling worklessness, homelessness, working with the private sector and reducing the use of temporary accommodation.

Q2. What can local authorities do to raise awareness and understanding of social housing allocation among local communities?

- Information on the proportion and quality of lettings made to certain groups needs to be published to inform the public of the shortage of social housing.
- All the suggestions made in the draft guidance are used to some degree by Leeds City Council. However, given the large number of households on our housing register (30,000 at present) it is difficult to engage with all customers to the same degree to raise their awareness and understanding.
- We use our choice based lettings scheme to provide feedback on individual lettings and provide statistics on who is being rehoused, and provide information on the lettings process by publishing a guide to the lettings policy which is sent to all households on the housing register.
- A number of misconceptions continue to be perpetuated, particularly in relation to the number of newly arrived migrants who are rehoused, for example, as outlined in research undertaken by the Equality and Human Rights Commission in 2009.
- Our experience has been that many newly arrived migrants are housed in private sector accommodation, and those who opt for council housing often accept offers of less popular property types (for example, a flat in preference to a house) or in lower demand areas.

Q3. How can local authorities engage most effectively with local communities in order to shape local allocation policies?

- It is hard to engage effectively with all communities to shape the allocation policy in a city the size of Leeds.
- When we propose changes to our allocations policy, we publish a summary in the Leeds Homes property flyer newsletter and website to encourage home seekers to respond, as well as using the council's 'Talking Point' web-based community engagement portal to obtain feedback from the citizens of Leeds.
- We also consult with RSLs in Leeds to obtain their views on proposed changes. The RSLs have their own consultation processes with their tenants and stakeholders.
- We rely on the Leeds ALMOs and BITMO to consult with tenants, and we consult with the Leeds Tenants Federation. The views of elected members (including through Scrutiny Board and the Lead Executive Board Member) are also important in obtaining feedback about the allocation policy, as they have direct contact with customers, and housing issues make up a large proportion of their constituency queries. Feedback about changes is given to customers by publicising the changes using the Leeds Homes property flyer and website.
- Consultation is also undertaken through the network of focus group within the Leeds ALMOs and BITMO, as well as the established Area Management structures within the city.

Q4. What is the best way for local authorities to provide information and facts about how the allocation process is working in their area?

- We publish our full allocations policy on our website, at www.leeds.gov.uk. We also publish a guide to the policy and the choice based lettings scheme. Full details can be viewed at:
http://www.leeds.gov.uk/Housing/Council_housing/Applying_for_a_home_in_Leeds.aspx
- We provide information about the average waiting time for the previous year broken down by housing office area, size of property and the housing need band of the successful applicant. This is produced on a quarterly basis for elected members, the ALMOs and the BITMO. In addition, detailed feedback about individual property lettings is published on the Leeds Homes website and the paper flyer.
- Translations of the choice based lettings guide are provided from the Leeds Homes website's homepage at www.leedshomes.org.uk.
- Customers are made aware of their right to request a review, although this is also an area we would like to see more government guidance on in respect of what is deemed a reasonable time for customers to lodge a review request under Part 6 Housing Act, as is given under Part 7 for homeless cases.
- We conduct ongoing customer consultation with successful and unsuccessful housing applicants to gauge satisfaction, and in 2006 we commissioned an in-depth piece research into the demand for social housing in Leeds which asked for the views of 15000 applicants and new tenants.

Q5. Does the draft guidance provide sufficient clarity on the extent of flexibilities available to local authorities when formulating allocation policies?

- The draft guidance provides examples of the flexibilities available to local authorities. However, achieving a balance between the statutory reasonable preference groups, government objectives (such as the homeless prevention agenda, or tackling overcrowding) and local priorities will always be difficult to achieve because of the shortage of social housing.
- In addition, the consultation states that all households in reasonable preference can be awarded the same priority, which leads to the question why an intentionally homeless customer or someone without a local connection should receive the same degree of preference as an unintentionally homeless person or someone with a local connection.
- We feel the guidance should provide greater clarity on the way flexibility can be incorporated into a local authority's lettings policy, and would welcome further guidance and examples of good practice on establishing lettings quotas, targets and lettings plans in, and how an authority can achieve a fair balance between customers with local priorities and those in housing needs groups, for example, how available properties should be identified in terms of quality of accommodation.
- We would also welcome further guidance on the use of local lettings policies. CLG did undertake a study some years ago and surveyed local authorities, but the report was never published.

- Our current policy considers the priority first, then the date the customer was assessed as being in priority. Only then would we consider the date of registration. We also take housing management issues into account as alternative deciding factors, such as maximising best use of stock.
- Annex 3 of the 2002 Code 'Indicators of the criteria in the reasonable preference categories', gives the example of underoccupation as a category authorities can adopt in its local definition of s 167(2)(c) and (d), which appears to be contradicted by paragraph 70 of the consultation which suggests underoccupation is a factor outside the reasonable preference groups which can be taken into account, as long as it does not dominate the reasonable preference categories. We would welcome clarification of whether underoccupation is classed as a reasonable preference category.
- Our current policy already recognises other local priorities, including moving underoccupiers in social housing, where the move will achieve best use of stock. We feel it is important to include this caveat as there are circumstances where underoccupation per se is permitted to ensure good housing management, for example, by letting 2 bedroom multi-storey flats to single customers. We also operate a financial incentive scheme which allows a payment of £1000 per bedroom released to tenants downsizing. In the first year of the scheme's operation we have achieved 115 moves to smaller properties.
- Paragraph 73 of the consultation suggests existing tenants can be moved between like for like properties, but while stock neutral, there are additional void costs which will be borne by local authorities, including repair, security and rent loss, where budgets are already stretched. Again, there are potential equality impacts in giving existing tenants preference for moves, if the tenant population is not representative of the housing register or the wider local population.

Q6. How effective, currently, is cooperation between RSLs and local authorities over the allocation of social housing? What further measures could help?

- Many RSLs in Leeds engage fully with the Leeds Homes choice based lettings scheme, and advertise regularly. They are also partners on the Leeds Homes Register. Over recent years, we have seen a vast improvement in the number of nominations made to customers on the Leeds Homes Register, with some RSLs regularly exceeding their 50% target. We have set up a Lettings Reference Group with RSLs which meets twice a year and is always well attended.
- Some of the RSLs operate across a number of local authority areas and justifiably wish to retain their own register. This can also be an issue when the RSL has specific founding principles, for example, assisting particular groups of customers.
- With regards to new build affordable housing, Leeds City Council is currently working with RSLs to develop consistent local lettings policies for RSL and ALMO-managed properties, to ensure local priorities are reflected, including giving preference to households in employment or training, and to ensure thorough checks are made on applicants in terms of their behaviour prior to offers being made.

Q7. How have you involved your local community in putting together your response to this consultation document?

- We have consulted with the Leeds ALMOs and BITMO, as well as RSLs operating in Leeds. These organisations are responsible for consulting with tenants.

Q8. Do you intend to revise your allocation scheme in light of the new statutory guidance?

- Leeds City Council generally updates its lettings policy annually, and will commence consultation on revising the lettings policy once the final version of the allocations guidance has been published. The review has been included on the council's Forward Plan for April 2010, assuming the final version of the code is published in November 2009.

Q9. If so, what changes will you be considering, and how might you engage local people and organisations in this process?

- We will focus on how greater preference can be given to local households while still fulfilling our duty to households in the reasonable preference groups.
- The removal of the requirement to provide for cumulative preference as a result of the Ahmed ruling could lead to hardship for some customer groups, for example, where an elderly couple both have urgent medical needs it would make sense for them to be afforded higher priority than a single person with medical needs. The number of customers assessed as being in urgent cumulative needs on the Leeds Homes Register is relatively stable at around 10 – 15 out of 30000 households, and we believe this enables us to identify the limited number of households in extremely urgent housing need. For this reason, we will consider carefully the implications of removing our cumulative preference provisions.
- Local people will be engaged in the consultation process in a number of ways, including in conjunction with elected members, Leeds Tenants Federation, the ALMOs and BITMO, the Leeds Supporting People Provider network, Registered Social Landlords, by publicising the changes through our choice based lettings magazine and website, and using the council's 'Talking Point' online community engagement portal.

Q10. Do you agree with the estimate in the impact assessment on the one-off familiarisation cost associated with this policy?

- We estimate that the one-off costs would be higher than the £1 – £1.5k cost per authority cited in the consultation.
- It is difficult to give a precise figure, but the cost of a review of the lettings policy is resource intensive in terms of staffing the consultation and implementing the new policy, both to the council and the managing agents through training and through revising the customer handbook on the lettings policy and reprinting it. Additional costs may also arise from changes required to the IT system and reprinting the housing application form.

Q11. Is there any further evidence or analysis relating to the initial assessment in the impact assessment of the wider costs and benefits of this new guidance which we should consider for the final impact assessment?

- As per answer to Q10 above.

Q12. Is there any further evidence or analysis relating to the initial assessment in the impact assessment of the impact on race, disability and gender equality which we should consider for the final impact assessment?

- If greater preference is given to local priorities, there could be implications for certain groups including migrants, refugees from BME groups, and for younger people. This will depend on the demographics and profile of the local population.
- Households in all the reasonable preference groups may be affected by a decision to give greater preference to customers who are not in any recognised housing need, meaning a household with a disabled member may wait longer for an allocation.
- A further conflict may arise because local authorities are expected to deliver on a number of government initiatives to assist customers from the reasonable preference groups, including customers in temporary accommodation and living in overcrowded accommodation. Affording greater preference to customers outside the reasonable preference groups could have a negative impact on these priority areas.

Q13. Is there any further evidence or analysis we should consider for the full equalities impact assessment which we will be undertaking in light of this consultation in the autumn?

- Evidence of potential impact on different equality groups, also guidance on how a quota system can operate across a range of properties of high and lower demand.

Q14. What impacts, costs and benefits do you think might be associated with any changes to your policy which you will be considering in the light of this guidance?

- As per answer to Q10 above. Potential impacts could be on reasonable preference and non-reasonable preference groups (positive and negative for both groups), costs as referred to above in terms of staffing, promotional materials and IT-related costs, benefits in terms of engaging with members of the public and making the system easier to understand in terms of the policy adopted and publishing results of ongoing monitoring. For a city the size of Leeds, the cost of revising and printing the customer guide to the lettings policy alone would be more than the £1.5k suggested in the consultation document.

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Originator: A Brogden

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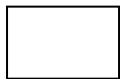
Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 9th November 2009

Subject: Current Work Programme

Electoral Wards Affected: All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 A copy of the Board's work programme is attached for Members' consideration (appendix 1). This includes an update on the reviews being conducted by the Board's working groups.
- 1.2 Appendix 2 is the current Forward Plan of Key Decisions for the period 1st November to 28th February 2010.

2.0 Recommendations

- 2.1 The Board is requested to:
- (i) Determine from these documents whether there are any additional items the Board would wish to add to its Work Programme.
 - (ii) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.

Background Papers

None

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SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED OCTOBER 2009

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Meeting date: 14TH December 2009			
Performance Management	To consider Quarter 2 information for 2009/10 (July - Sept).	All Scrutiny Boards receive performance information on a quarterly basis.	PM
Recommendation Tracking	This item tracks progress with previous Scrutiny recommendations on a quarterly basis.		MSR
Integrated offender Management Inquiry	To consider evidence in line with session one of the Board's inquiry.		RP
Worklessness Review – update report	To receive an update on the Board's Worklessness Review.		RP
Meeting date: 11TH January 2010			
Inquiry into recycling	To consider evidence in line with session two of the Board's inquiry		DP
Meeting date: 8th February 2010			
Inquiry into Recycling	To consider evidence in line with session three of the Board's inquiry		DP

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED OCTOBER 2009

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Integrated offender Management Inquiry	To consider evidence in line with sessions two and three of the Board’s inquiry.	.	RP
Asylum Seeker Case Resolution	To receive an update report on the Asylum Seeker Case Resolution programme.		B
Procurement of Contracts in Housing	To consider and agree the Board’s final Statement following its review of the procurement of contacts in housing.		RP
Meeting date: 8TH March 2010			
Performance Management	To consider Quarter 3 information for 2009/10 (Oct – Dec).	All Scrutiny Boards receive performance information on a quarterly basis.	PM
Recommendation Tracking	This item tracks progress with previous Scrutiny recommendations on a quarterly basis.		MSR
EASEL Inquiry	To consider and agree the Board’s draft inquiry report		RP
Worklessness	To consider and agree the Board’s final Statement following its review into Worklessness.		

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED OCTOBER 2009

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Meeting date: 19TH April 2010			
Annual Report	To consider the Board's contribution to the Scrutiny Annual Report.		
Inquiry into Recycling	To consider and agree the Board's draft inquiry report.		DP
Integrated offender Management Inquiry	To consider and agree the Board's draft inquiry report.		
Grounds Maintenance Contract 2011	To consider and agree an interim Statement of the Board following its review of the procurement process for the new Grounds Maintenance Contract in 2011.		

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED OCTOBER 2009

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Unscheduled Items			
ALMO Management Review	To review the current ALMO management arrangements.	This was a referral from the Executive Board Member for Neighbourhoods and Housing in June 2009. The Board has requested further clarification on the potential scope of this inquiry.	RFS
Area Management Review	To review the current Area Management functions, with particular focus on the role of Area Committees in Leeds.	This was a referral from the Executive Member for Neighbourhoods and Housing in June 2009. The Board agreed to include this in the work programme with a view to conducting a review later in the municipal year.	RFS
Climate Change	To conduct an Inquiry into Climate Change.	This was a referral from the Executive Member for Environmental Services in June 2009. In acknowledging the interest expressed by the City Development Scrutiny Board in this topic area, the Board agreed to keep this request in the work programme as unscheduled pending the decision of the City Development Scrutiny Board as to the scope of their inquiry.	RFS
Future options for Council Housing	To monitor developments in relation to future options for Council Housing.	This was a referral from the Central and Corporate Functions Scrutiny Board.	RFS

Key:

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

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

PM – Performance management

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED OCTOBER 2009

Working Groups		
Working group	Membership	Current position
Lettings	Councillor Barry Anderson Councillor Ann Blackburn Councillor Graham Hyde Councillor Mohammed Rafique	The working group met on 15 th October 2009 to consider the Council’s proposed response to the CLG ‘Fair and Flexible’ consultation around social housing allocations. This matter is addressed as a separate agenda item at today’s meeting. The working group also discussed the development and wider use of Personal Housing Plans within the lettings process. This matter will also be discussed in more detail with other various partners at the working group’s next meeting in November.
Procurement of Contracts in Housing	Councillor Barry Anderson Councillor Ann Blackburn Councillor Graham Hyde Councillor Joe Marjoram	The working group met on Wednesday 21 st October 2009 with officers from Environment and Neighbourhoods, Procurement, Legal Services and Internal Audit to discuss the following issues: <ul style="list-style-type: none"> • The general procurement process followed by Environment and Neighbourhoods for contracts procured in relation to housing services and the specific role of Procurement and Legal Services in this process. • The rationale and processes followed to waiver contracts procedure rules in relation to housing contracts <p>The working group is due to meet again in November to consider the current contract monitoring arrangements within Environment and Neighbourhoods and the potential benefits of procuring housing related contracts in partnership with other directorates.</p>

SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED OCTOBER 2009

<p>Worklessness</p>	<p>Councillor Barry Anderson Councillor Ann Blackburn Councillor Graham Hyde Councillor Josie Jarosz</p>	<p>The working group met on Monday 19th October and discussed the overall strategic aim of the new Employment Leeds delivery model. A further working group meeting is scheduled for 17th November.</p> <p>An update report on this particular review will be brought to the Board’s December meeting for information.</p>
<p>Grounds Maintenance Contract 2011</p>	<p>Councillor Barry Anderson Councillor Ann Blackburn Councillor Ann Castle Councillor David Hollingsworth</p>	<p>The working group met with Parish and Town Council representatives on 22nd October to discuss their views on the grounds maintenance service and contract. Representatives from Environment and Neighbourhoods, the 3 ALMOs and Highways Services also attended this meeting.</p> <p>The next working group meeting is scheduled for 10th November 2009 to consider the feedback from Area Committees on this issue and discuss the draft contract specification.</p>



FORWARD PLAN OF KEY DECISIONS

1 November 2009 – 28 February 2010

<p>Seek permission to enter into a Supporting People, SLA with the Environment and Neighbourhoods directorate, Strategic Landlord for the Sheltered Housing Services in the Aire Valley Homes Area, following the completion of a competitive tendering exercise.</p> <p>Authorisation to award a Service Level Agreement for the Sheltered Housing Services in the Aire Valley Homes Area, to Environments and Neighbourhoods, Strategic Landlord following completion of a tender exercise</p>	Chief Housing Services Officer	1/11/09	n/a	Report to be presented to the Delegated Decision Panel and all tender documents available if required	Chief Housing Services Officer paul.langford@leeds.gov.uk
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Appendix 2

<p>Seek permission to enter into a Supporting People, SLA with the Environment and Neighbourhoods directorate, Strategic Landlord for the Sheltered Housing Services in the East North East Homes area, following the completion of a competitive tendering exercise. Authorisation to award a Service Level Agreement for the Sheltered Housing Services in the East North East Homes Area, to Environment and Neighbourhoods, Strategic Landlord following completion of a tender exercise</p>	<p>Chief Housing Services Officer</p>	<p>1/11/09</p>	<p>n/a</p>	<p>Report to be presented to the Delegated Decision Panel and all tender documents available if required</p>	<p>Chief Housing Services Officer paul.langford@leeds.gov.uk</p>
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<p>Proposed Restructure of the Neighbourhood Warden Scheme</p> <p>The Director of Environment and Neighbourhoods will make a decision to implement revised staffing arrangements in relation to the Neighbourhoods Warden service on completion of consultation on the proposals with staff and trade unions to enable immediate implementation. The restructure proposes the deletion of the existing Neighbourhood Wardens staff structure currently located within the Regeneration Service and the creation of new Community Environment Officer posts in Environmental Services, in the Environment and Neighbourhoods Directorate.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/11/09</p>	<p>Consultation with staff, trade unions and the Area Committees</p>	<p>Restructure report</p>	<p>Stephen Boyle stephen.boyle@leeds.gov.uk</p>
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Appendix 2

Revised Environment Policy To adopt revised Environment Policy	Executive Board (Portfolio: Development and Regeneration)	4/11/09	None	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development jon.andrews@leeds.gov.uk
Publication of Leeds Climate Change Action Plan To approve the content of the Leeds Climate Change Strategy: Action Plan	Executive Board (Portfolio: Development and Regeneration)	9/12/09	Significant consultation has already been undertaken as part of the Leeds Climate Change Strategy development. Specifically, both the Leeds Initiative and the Council Executive Boards requested an action plan to support the strategy. The action plan has been written in cooperation with circa 30 officers across the council.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development george.munson@leeds.gov.uk
Acquisition of 2 Branch Road, Armley Approval to acquire 2 Branch Road, Armley, through negotiation with the building owner, to support the regeneration of the West Leeds Gateway	Executive Board (Portfolio: Neighbourhoods and Housing)	9/12/09	Armley Ward Members, West Leeds Gateway Programme Board on which the Executive Member for Development and Regeneration sits.	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods michelle.anderson@leeds.gov.uk

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