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## SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

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Meeting to be held in Civic Hall, Leeds on  
Monday, 17th May, 2010 at 10.00 am

A pre-meeting will take place for ALL Members of the Board  
in a Committee Room at 9.30 am

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### MEMBERSHIP

#### Councillors

- B Anderson (Chair) - Adel and  
Wharfedale;
- A Barker - Horsforth;
- A Blackburn - Farnley and Wortley;
- A Castle - Harewood;
- R Downes - Otley and Yeadon;
- J Dowson - Chapel Allerton;
- D Hollingsworth - Burmantofts and  
Richmond Hill;
- G Hyde - Killingbeck and  
Seacroft;
- J Jarosz - Pudsey;
- J Marjoram - Calverley and  
Farsley;
- L Mulherin - Ardsley and Robin  
Hood;
- M Rafique - Chapel Allerton;

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*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><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded.)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p><b>No exempt items or information have been identified on the agenda</b></p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></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><b>DECLARATIONS OF INTEREST</b></p> <p>To declare any personal / prejudicial interests for the purpose of Section 81 (3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To receive and approve the minutes of the previous meeting held on 19<sup>th</sup> April 2010.</p>	1 - 6
7			<p><b>EXECUTIVE BOARD - MINUTES</b></p> <p>To receive the minutes of the Executive Board meetings held on 7<sup>th</sup> April 2010 and 28<sup>th</sup> April 2010.</p>	7 - 20
8			<p><b>INQUIRY INTO THE EASEL REGENERATION PROGRAMME - DRAFT INTERIM REPORT</b></p> <p>To consider and agree a draft interim report of the Board in relation to its inquiry into the EASEL Regeneration Programme.</p>	21 - 32
9			<p><b>REVIEW OF THE HOUSING LETTINGS PROCESS - DRAFT STATEMENT</b></p> <p>To consider and agree a draft Statement of the Board following its review of the housing lettings process.</p> <p><b>(Draft Statement to follow)</b></p>	33 - 34

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p><b>WORKLESSNESS REVIEW - DRAFT STATEMENT</b></p> <p>To consider and agree a draft Statement of the Board following its review on worklessness.</p> <p><b>(Draft Statement to follow)</b></p>	35 - 36
11			<p><b>ANNUAL REPORT 2009/2010</b></p> <p>To consider a report of the Head of Scrutiny and Member Development seeking approval of the Board's contribution to the Annual Scrutiny Report.</p> <p><b>(Draft Annual Report 2009/2010 to follow)</b></p>	37 - 38
12			<p><b>WORK PROGRAMME</b></p> <p>To receive a report from the Head of Scrutiny and Member Development on the Board's current work programme.</p>	39 - 56

# Agenda Item 6

## SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)

**MONDAY, 19TH APRIL, 2010**

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

Councillors A Barker, A Blackburn,  
A Castle, J Dowson, D Hollingsworth,  
G Hyde, J Jarosz, J Marjoram and  
L Mulherin

### **112 Chair's Opening Remarks**

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

### **113 Declarations of Interest**

The following personal interests were declared:-

- Councillor A Blackburn in her capacity as a Director of West North West Homes (Agenda Item 8) (Minute 117 refers)
- Councillor G Hyde in his capacity as a Director of East North East Homes (Agenda Item 8) (Minute 117 refers)
- Councillor J Jarosz in her capacity as a Probation Officer employed by the National Probation Service (Agenda Item 10) (Minute 119 refers)
- Councillor A Castle in her capacity as a Member on the West Yorkshire Fire and Rescue Authority (Agenda Item 10) (Minute 119 refers)
- Councillor D Hollingsworth in his capacity as a Member on the West Yorkshire Fire and Rescue Authority (Agenda Item 10) (Minute 119 refers)

### **114 Apologies for Absence**

Apologies for absence were received on behalf of Councillors R Downes and M Rafique.

### **115 Minutes of the Previous Meeting**

**RESOLVED** - That the minutes of the meeting held on 8<sup>th</sup> March 2010 be approved as a correct record.

### **116 Executive Board - Minutes**

**RESOLVED** – That the minutes of the Executive Board meeting held on 10<sup>th</sup> March 2010 be received and noted.

### **117 Procurement of the Grounds Maintenance Contract for 2011 - Formal Response to the Scrutiny Board's interim Statement**

Referring to Minute 85 of the meeting held on 11<sup>th</sup> January 2010, the Head of Scrutiny and Member Development submitted a report presenting the formal response to the Board's Statement in relation to the procurement of the grounds maintenance contract for 2011.

Draft minutes to be approved at the meeting  
to be held on Monday, 17th May, 2010

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

- Scrutiny Interim Statement – Procurement of the Grounds Maintenance Contract for 2011 (Appendix 1 refers)
- Report of the Director of Environment and Neighbourhoods – Executive Board – 10<sup>th</sup> March 2010 – Environment and Neighbourhoods Inquiry in to the Procurement of the Grounds Maintenance Contract for 2011 (Appendix 2 refers)
- Report of the Director of Environment and Neighbourhoods – Scrutiny Board (Environment and Neighbourhoods) – 19<sup>th</sup> April 2010- Procurement of the Grounds Maintenance Contract for 2011 – Formal Response to the Scrutiny Boards Interim Statement (Appendix 3 refers)

Andrew Mason, Chief Environmental Services Officer, Environment and Neighbourhoods was in attendance and responded to Members' queries and comments.

In acknowledging the poor response received in relation to the Scrutiny Board's initial invitation to all 31 Parish and Town Councils to attend a meeting of the working group to discuss the future content of the grounds maintenance service contract, Members questioned whether engagement with the Parish and Town Councils had improved.

Andrew Mason, Chief Environmental Services Officer informed the meeting that officers within Environment and Neighbourhoods would be approaching all of the Parish and Town Councils again during key stages of the procurement process.

**RESOLVED –**

- a) That the contents of the report and appendices be noted.
- b) That any recommendations which had not yet been completed would be included in future quarterly recommendation tracking reports to enable the Board to continue to monitor progress.

(Councillor J Marjoram joined the meeting at 10.10am during discussions of the above item)

**118 Procurement of Housing Contracts Review - Draft Statement**

Referring to Minute 6 of the meeting held on 3<sup>rd</sup> June 2010, the Head of Scrutiny and Member Development submitted a report on the draft Statement of the Board in relation to the procurement of housing contracts.

Appended to the report was a copy of a document entitled 'Draft Scrutiny Statement Procurement of Housing Contracts April 2010' for the information/comment of the meeting.

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

Wayne Baxter, Chief Procurement Officer, Chief Executive's Department  
Debbie Forward, Supporting People Manager, Environment and  
Neighbourhoods.

Wayne Baxter, in his presentation, made specific reference to Recommendation 5 within the draft statement and provided further background about officer declarations in particular and the ongoing debate both locally and nationally about whether the register of employee interests should also be made available to the public.

Following a brief discussion, the Board agreed that it would be more appropriate for recommendation 5 to be directed at the Council's Monitoring Officer and Chief Officer for Human Resources for implementation. Members also amended the recommendation to request that an update report be brought back to Scrutiny within 3 months. The Board's Principal Scrutiny Adviser was therefore requested to redraft this recommendation as follows:-

**Recommendation 5** – (i) That the Chief Human Resources Officer and the Council's Monitoring Officer be requested to explore ways in which the requirement for all Members and officers to formally register and declare any interests/relationships of a business or private nature with external contractors or potential contractors can be made more transparent as part of any contract review process. (ii) That an update report be brought back to Scrutiny within three months.

The Chair then welcomed Debbie Forward, Supporting People Manager, to the meeting who was conveying comments received from Councillor J L Carter, Executive Member for Neighbourhoods and Housing, and Neil Evans, Director of Environment and Neighbourhoods, on the recommendations within the draft Statement.

In consideration of the comments made, the Board agreed to make the following amendments to the draft recommendations:-

**Recommendation 1** – the Board agreed to include the words 'Where this was not possible due to unforeseen emergency situations, then to ensure that an inspection was undertaken within 48 hours or the next working day' to the end of this recommendation.

During the meeting, specific reference was also made to the following issues:-

- clarification of the number of inspections that have been conducted with regard to the provision of temporary accommodation  
*(The Supporting People Manager responded and informed the meeting that 280 properties had been inspected last year. It was also reported that currently there are no families placed in the private sector as temporary accommodation)*
- clarification of the inspection arrangements in place in terms of the provision of temporary accommodation for Asylum Seekers

*(The Supporting People Manager responded and explained that the UK Border Agency was primarily responsible for commissioning and managing the provision of private sector accommodation for Asylum Seekers and therefore would have in place their own inspection arrangements )*

- in acknowledging the robust inspection regime now adopted by the Council, it was proposed that the Chair writes on behalf of the Board to the UK Border Agency to advise that such good practice is also adopted by them in relation to the provision of temporary accommodation for Asylum Seekers in Leeds
- reference was again made to the need to reduce the numbers of requests made to waiver/invoke contract procedure rules.
- clarification was sought on the number of requests still being made by Environment and Neighbourhoods to waiver/invoke contract procedure rules and the reasons for such requests. It was recommended that the successor Board receives details of such requests made over a recent quarterly period and uses this to review and evaluate the situation  
*(The Supporting People Manager explained that the majority of waivers will relate to Supporting People contracts as not all will be subject to competitive tender due to the high volume of contracts in place and therefore contracts are prioritised for competitive tender)*

**RESOLVED-**

- a) That the contents of the report and appendices be noted.
- b) That, subject to incorporating the above comments, approval be given to the Board's Statement on the Procurement of Housing Contracts in accordance with the report now submitted.
- c) That the Chair writes on behalf of the Board to the UK Border Agency advising that the robust inspection regime adopted by the Council in relation to temporary accommodation was also adopted as good practice in relation to the provision of temporary accommodation for Asylum Seekers in Leeds.
- d) That the successor Scrutiny Board receives details of requests made by the directorate to waiver/invoke contract procedure rules over a recent quarterly period and uses this to review and evaluate the situation.

(Councillor D Hollingsworth joined the meeting at 10.15am during discussions of the above item)

**119 Crime and Disorder Scrutiny - Draft Protocol**

The Head of Scrutiny and Member Development submitted a report on the draft protocol in relation to Crime and Disorder Scrutiny in Leeds.

Appended to the report was a copy of a document entitled 'Scrutiny Board (Environment and Neighbourhoods) – Protocol between the Scrutiny Board and the Community Safety Partnership in Leeds' for the consideration and agreement of the Board.



Marcus Beacham, Head of Strategic Commissioning (Community Safety), Environment and Neighbourhoods, was in attendance to respond to any queries and comments from Members.

The Board's Principal Scrutiny Adviser informed the meeting that following the Scrutiny Board's meeting, formal agreement of the protocol would also be sought from the Safer Leeds Partnership Executive.

**RESOLVED –**

- a) That the contents of the report and appendices be noted.
- b) That approval be given to the draft protocol between the Scrutiny Board and the local Community Safety Partnership in relation to crime and disorder scrutiny in Leeds in accordance with the report now submitted.

**120 Current Work Programme**

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

Also attached was the current Forward Plan of Key decisions for the period 1<sup>st</sup> April 2010 to 31<sup>st</sup> July 2010.

**RESOLVED-**

- a) That the contents of the report and appendices be noted.
- b) That the work programme be approved in accordance with the report now submitted.

**121 Date and Time of Next Meeting**

Monday 17<sup>th</sup> May 2010 at 10.00am (Pre-meeting for Board Members at 9.30am)

(The meeting concluded at 10.40am)

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## EXECUTIVE BOARD

WEDNESDAY, 7TH APRIL, 2010

**PRESENT:** Councillor A Carter in the Chair

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

Councillor R Lewis Non-Voting Advisory  
Member

### 211 Exclusion of the Public

**RESOLVED** – That the public be excluded from the meeting during consideration of the following parts of the agenda designated as 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 public were present there would be disclosure to them of exempt information so designated as follows:-

- a) The appendix to the report referred to in minute 228 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it provides an evaluation of the short listed contractor's stage 1 tenders to develop the arena, summarises the evaluation of the technical advisors tender submissions, details the Council's pre-tender estimate for constructing the arena and reviews the funding strategy for the development of the arena. It is considered that the public interest in maintaining this information as exempt outweighs the public interest in disclosing the information, as disclosure may prejudice the outcome of the procurement process and the cost to the Council of developing the arena, whilst the tender proposals also contain the financial details/business affairs of individual companies.
- b) Appendix B to the report referred to in minute 229 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it relates to the financial or business affairs of a particular person and of the Council and contains information which if disclosed could prejudice the commercial interests of the Council and other outside bodies.

### 212 Declaration of Interests

Councillor Wakefield declared personal interests in the items referred to in minutes 215 and 221 as a member of the Co-operative Society and a governor of Leeds City College.

Councillors A Carter and Finnigan declared personal interests in the item referred to in minute 221 as members of the co-operative Society.

Councillor Harker declared personal interests in learning related matters associated with school admissions as a member of the Admissions Forum.

A further declaration (Councillor Golton) made during the course of the meeting is referred to in minute 222.

**213 Minutes**

**RESOLVED** – That the minutes of the meeting held on 10<sup>th</sup> March 2010 be approved.

**ENVIRONMENTAL SERVICES**

**214 Proposed Revision to Air Quality Management Orders**

The Chief Environmental Services Officer submitted a report outlining the history and current proposals which related to air quality issues, the process involved in declarations and revocations of Air Quality Management Areas and detailing proposals to declare new areas and revoke those where air quality standards were now being achieved.

**RESOLVED** – That the proposals contained in the report relating to the modification and revocation of existing Air Quality Management Areas, to a new Air Quality Management Order and to additional Air Quality Management Areas be approved.

**CHILDREN'S SERVICES**

**215 Proposals for New Children's Trust Arrangements**

The interim Director of Children's Services submitted a report outlining proposals with respect to new Children's Trust Arrangements for Leeds from April 2010, which included the establishment of a new Children's Trust Board and the revision of the Leeds Safeguarding Children Board.

**RESOLVED –**

- a) That the drivers for change and new statutory requirement for changes to Children's Trust arrangements from April 2010 be noted
- b) That the proposals for a new Leeds Children's Trust Board, as contained in the report, be approved
- c) That the proposals for a revised Leeds Safeguarding Children Board, as contained in the report, be approved
- d) That the proposals contained in section 4 of the report for Council representation on the Boards be endorsed and that the Member Management Committee be requested to approve appointments on the following basis:-
  - i. Three Elected Members including the Lead Executive Member for Children's Services to serve on the Children's Trust Board, and

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th May, 2010

- ii. the Lead Executive Member for Children's Services serve on the Safeguarding Children Board.
- e) That an update report be brought to this Board later in the year to highlight progress with the arrangements, to take account of any further changes required as a result of updated Government guidance, and to provide further details of the broader Children's Trust arrangements being proposed

**216 Basic Need Programme for Primary Schools 2010**

The Chief Executive of Education Leeds submitted a report outlining proposals to for the planned expansion of 16 primary schools and on proposed associated expenditure.

**RESOLVED –**

- a) That the proposed works for 16 primary schools, as outlined in the report, be approved, that approval be given for the injection of £1,762,000 of 2010/11 Basic Need Safety Valve Funding grant into the approved Capital Programme and that total scheme expenditure of £8,329,800 from capital scheme numbers 15820 and 15733 be authorised.
- b) That a further report be brought to this Board on the steps to be taken to secure adequate levels of play provision at the 16 schools.

**217 Outcome of consultation on proposals to make changes to Horsforth Primary Schools**

Further to minutes 153 of the meeting held on 9<sup>th</sup> December 2009 and 165 of the meeting held on 6<sup>th</sup> January 2010 the Chief Executive of Education Leeds submitted a report summarising the outcome of the consultation exercise undertaken with respect to proposed changes to primary age education provision in the Horsforth area from September 2011.

The report detailed various options to create additional capacity at Featherbank and Newlaithes schools.

**RESOLVED –**

- a) That, having considered the responses to the consultation, approval be given for the publication of statutory notices for the linked proposals to:-
  - (i) decrease the lower age range of Horsforth Newlaithes Junior School from 7-11 to 5-11, with an admission limit of 60, and with an overall capacity of 420 children and
  - (ii) increase the age range of Horsforth Featherbank Infant School from 4-7 to 4-11, and decrease the admissions number from 60 to 30, with an overall capacity of 210 children.

- b) That proposals to permanently expand West End Primary School in 2011 be withdrawn at the present time, noting that the need for places in the area will continue to be monitored and that the school will continue to be considered as an option for expansion on a temporary or permanent basis at a later stage.
- c) That a further report be brought to this Board on the steps to be taken to secure adequate levels of play provision at the schools.

**218 Outcome of the Statutory Consultation for the Expansion of Primary Provision for September 2011**

Further to minute 153 of the meeting held on 9<sup>th</sup> December 2009 the Chief Executive of Education Leeds submitted a report detailing and responding to the outcome of the consultation exercise undertaken with respect to the proposed permanent expansion of a number of primary schools from September 2011.

**RESOLVED –**

- a) That the outcome of the consultation on possible expansion of the six primary schools: Windmill, Clapgate, Ryecroft, Calverley CE, Blackgates and Cross Gates be noted.
- b) That approval be given to the publication of statutory notices for the expansion of the four primary schools: Windmill, Clapgate, Ryecroft and Blackgates.
- c) That approval be given to the withdrawal of the proposals to expand Cross Gates and Calverley CE primary schools.

**219 Annual Consultation on Admission Arrangements for September 2011**

The Chief Executive of Education Leeds submitted a report outlining the proposed admission numbers, the proposed Local Authority admission policy and proposals relating to general admission arrangements for September 2011.

**RESOLVED –** That proposals in respect of the following, as further detailed in the report, be approved for implementation in the 2011 admission round:-

- a) A coordinated scheme – primary annual cycle.
- b) A coordinated scheme – secondary annual cycle.
- c) A coordinated scheme – in year allocations.
- d) The following changes to school admission numbers:-

Farsley Farfield	50 to 60
Valley View	30 to 60
Windmill	45 to 60

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Clapgate	45 to 60
Blackgates	45 to 60
St Bartholomew's	60 to 75
Ryecroft	30 to 60
Allerton CE	45 to 60
Gildersome	30 to 60.

- e) Increases to admission numbers at Cross Gates Primary, West End Primary and Calverley CE Primary be not progressed at this time.
- f) Statutory notice to be published where planned admission numbers are below the indicated admission numbers.

**220 Outcome of Consultation on the Provision of Girls-Only Education in Leeds**

Further to minute 161 of the meeting held on 6<sup>th</sup> January 2010 the Chief Executive of Education Leeds submitted a report on the outcome of the city wide public consultation exercise undertaken on the future provision of government funded, girls only, secondary education in Leeds.

**RESOLVED –**

- a) That the outcome of the public consultation on a proposal to stop providing girls-only education in Leeds be noted.
- b) That an exercise be undertaken to determine the viability and business case around providing girls-only provision in the centre of the City with a report back to this Board in May 2011.

**221 Outcome of Consultation on the Future of Primrose High School**

Further to minute 161 of the meeting held on 6<sup>th</sup> January 2010 the Chief Executive of Education Leeds submitted a report on the results from the public consultation exercise undertaken with respect to the future of Primrose High School.

In introducing this item the Chair reported that he had received a petition opposing the proposals which would be provided to Education Leeds.

**RESOLVED –**

- a) That the Board notes the outcome of consultation on proposals to close Primrose High School to be replaced by an academy on the same site, sponsored by the Co-operative Society with Leeds City College as an education partner.
- b) That approval be given for the publication of a statutory notice to close Primrose High School on August 31<sup>st</sup> 2011, conditional upon DCSF approval to establish an academy from 1<sup>st</sup> September 2011.

- 222 Outcome of Consultation on the Future of Parklands Girls High School**  
Further to minute 161 of the meeting held on 6<sup>th</sup> January 2010 the Chief Executive of Education Leeds submitted a report on the results from the consultation exercise undertaken with respect to the future of Parklands Girls High School.

**RESOLVED –**

- a) That the Board notes the outcome of the consultation on proposals to close Parklands Girls High School, to be replaced on the same site by a co-educational academy sponsored by EACT.
- b) That approval be given for the publication of a statutory notice to close Parklands Girls High School on 31<sup>st</sup> August 2011, conditional upon DCSF approval to open an academy on that site on 1<sup>st</sup> September 2011.

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

(During the course of the discussion on this matter Councillor Golton declared a personal interest as a trustee of South Leeds Academy and as a governor at Royds High School.)

- 223 Outcome of Consultation on the Future of City of Leeds High School**  
Further to minute 161 of the meeting held on 6<sup>th</sup> January 2010 the Chief Executive of Education Leeds submitted a report on the results from the public consultation exercise undertaken with respect to the future of City of Leeds High School.

**RESOLVED –**

- a) That the outcome of the consultation on proposals to close City of Leeds High School on 31<sup>st</sup> August 2011 be noted.
- b) That this Board notes the alternative plan put forward by the governors of City of Leeds High School and partners.
- c) That approval be given for the publication of a statutory notice to close City of Leeds High School on 31<sup>st</sup> August 2011.
- d) That Education Leeds be requested to bring a report to this Board in July 2010, based on consultations with the governors of City of Leeds High School and other stake holders during the period of the statutory consultation exploring all options to ensure the continued use of the site for educational purposes.



## **LEISURE**

### **224 Design and Cost Report - Leisure Centre Refurbishment and Free Swimming Capital Modernisation - Pot 4 Round 2: Aireborough Leisure Centre 15730 and Kirkstall Leisure Centre 15731**

The Director of City Development submitted a report on proposals for the refurbishment of both Kirkstall Leisure Centre and Aireborough Leisure Centre.

#### **RESOLVED –**

- a) That approval be given to the injection into the capital programme of £221,000, being additional Free Swimming Capital Modernisation Programme grant, and release from reserve of the original estimated Free Swimming Capital Modernisation grant of £1,696,000, plus a further injection of Prudential Borrowing of £473,000.
- b) That authority be given to spend £811,000 on the refurbishment of the changing rooms and reception area at Kirkstall Leisure Centre and £1,951,000 at Aireborough Leisure Centre on the refurbishment of the swimming changing rooms, replacement of the curtain walling to the swimming pools, access works, reception and entrance works, and extension of the Bodyline Gym, thus achieving the criteria set by the Free Swimming Modernisation Programme for the award of this funding.
- c) That the approvals at (a) and (b) above are subject to final confirmation of external funding approval and are given at this point because of timescales for the completion of the works, with grant regulations requiring spend by 31 March 2011.

## **ADULT HEALTH AND SOCIAL CARE**

### **225 Joint Appointment of a Director of Public Health**

The Director of Adult Social Services submitted a report on proposals for the joint appointment of a Director of Public Health between the City Council and NHS Leeds and on the related accountability arrangements for such an appointment.

#### **RESOLVED –**

- a) That approval be given to the principle of a joint appointment of the Director of Public Health with NHS Leeds.
- b) That the Chief Executive be authorised to prepare a Memorandum of Understanding, to include arrangements for an integrated public health team, supporting the work of a Joint Director of Public Health.

- 226 Joint Strategic Needs Assessment Progress Report: March 2010**  
With reference to minute 224 of the meeting held on 4<sup>th</sup> March 2009 the Director of Adult Social Services, interim Director of Children's Services and the Director of Public Health submitted a joint report detailing the progress made following the publication of the first Joint Strategic Needs Assessment (JSNA).

**RESOLVED –**

- a) That the progress that has been made in delivering the work programme identified in the first JSNA report published in April 2009 be noted.
- b) That the main findings and implications for the future planning of services arising from the strategic needs assessment on people with a learning disability, child and maternity services and drug users be noted.

- 227 Delivery of the Changing Places Project**  
Further to minute 17 of the meeting held on 17<sup>th</sup> June 2009 the Director of Adult Social Services submitted a report providing an update on the delivery of the Changing Places initiative throughout the City.

**RESOLVED –** That the progress made to provide Changing Places toilet facilities across Leeds and the plan to deliver 8 such facilities in 2010/11 be noted.

**DEVELOPMENT AND REGENERATION**

- 228 Leeds Arena Project - Progress Update**  
The Director of City Development submitted a report providing an update and outlining further proposals to progress the development of an arena in Leeds.

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 to the meeting it was

**RESOLVED –**

- a) That approval be given to incur expenditure of £3,000,000 from existing budget provision (Capital Scheme No 13307) on the proposed design and construction of the arena.
- b) That endorsement be given to the selection of the preferred and reserve contractor for the proposed building works contract for the arena as detailed in the exempt appendix to the report.
- c) That endorsement be given to the appointment of a technical advisor to monitor the preferred contractor's (or reserve contractor's) design team

outputs on the arena project as detailed in the exempt appendix to the report

- d) That the progress made in securing outline planning consent for the proposed arena development at Clay Pit Lane be noted.
- e) That these decisions be exempt from the provisions of Call In for the cost efficiency reasons detailed in the report.
- f) That a further report be brought to this Board detailing provisions for disabled users of the arena.

## **229 World Cup 2018 - Update**

The Director of City Development submitted a report providing an update on the progress made regarding the Leeds City Region bid to become a candidate host city for the FIFA World Cup 2018 and advising of the human and financial resource requirement for Leeds City Council during the overall bidding process which concludes in December 2010.

Following consideration of Appendix B 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 success of the Leeds Bid to become a candidate host city for World Cup 2018 be noted.
- b) That the need to assist England 2018 with its bid to FIFA be noted and the commitment be given to making key Members and officers available to England 2018 during the bid period.
- c) That officers be authorised to make such arrangements as are appropriate with regard to the eve of match training sites as discussed in exempt Appendix B to the report.

## **230 Leeds West Academy, Bramley, Leeds**

The Chief Asset Management Officer submitted a report on the proposed leasing by the Edutrast Academies Charitable Trust (E-ACT) of the replacement school building to be built in the grounds of the former Intake High School for use as the Leeds West Academy.

**RESOLVED –** That approval be given to the disposal of the site of the former Intake High School to the Edutrast Academies Charitable Trust (E-ACT) for the Leeds West Academy on a 125 year lease at nil consideration and that the Director of City Development be authorised to agree the final terms outlined in paragraph 3 of the submitted report.

DATE OF PUBLICATION 9<sup>th</sup> April 2010  
LAST DATE FOR CALL IN 16<sup>TH</sup> April 2010

(Scrutiny Support will notify Directors of any items called in by 12:00 noon on 19<sup>th</sup> April 2010)

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th May, 2010

## EXECUTIVE BOARD

WEDNESDAY, 28TH APRIL, 2010

**PRESENT:** Councillor A Carter in the Chair

Councillors R Brett, J L Carter, S Golton,  
R Harker, P Harrand, K Wakefield and  
R Lewis

Councillor R Lewis - Non-voting advisory member

### 231 Exclusion of the Press and Public

**RESOLVED** – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as 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:-

Appendix 1 to the report referred to in minute 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 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) which if disclosed to the public would, or would be likely to prejudice the commercial interests of that person or of the Council.

### 232 Late Items

The Chair had agreed that the meeting be called at short notice in order to consider the one item of business considered to be urgent because the Administrator had advised the Council that the offers it had received needed to be determined in the next few days otherwise one or more of them may be withdrawn. On this basis the Council's stance whether to support any of the offers or not could not wait until the next scheduled Executive Board (19 May 2010)

### 233 Declaration of Interests

Councillor Wakefield declared a personal and prejudicial interest as a consequence of a close personal association connected to Farsley Celtic. Having declared his interest Councillor Wakefield left the meeting.

### 234 Farsley Celtic Administration

The Director of City Development submitted a report on the potential acquisition of the site of Farsley Celtic Football Club from the Administrator to

ensure the continued use of the site for football for the benefit of the West Leeds area.

The report presented the options of supporting a third party offer to purchase the site, of taking no action or of the Council acquiring the site.

Following consideration of Appendix 1 to the report designated as exempt under Access to information Procedure Rule 10.4 (3) and considered in private at the conclusion of the meeting it was

**RESOLVED –**

- (a) That the acquisition of the Throstle Nest site identified on Plan 1 attached to the report from the Administrator (at the value identified in the report and on final terms approved by the Chief Asset Management Officer) be approved.
- (b) That approval be given to the immediate sub-sale of the main football ground identified on Plan 2 as circulated at the meeting and as set out in the report with the conditions outlined in Option 3 imposed to restrict future use with final terms delegated to the Chief Asset Management Officer.
- (c) That the Council land shown in Plan 2 be provided to facilitate the Chartford Homes S106 Agreement through the provision of a lease for twenty five years at less than best consideration (Members being satisfied that to do so would promote/improve the social, economic or environmental wellbeing of the area/local residents).
- (d) That approval be given to the provision of the sports hall and associated car park through the provision of a lease for 25 years at less than best consideration on the basis that the tenant meets the community use obligations of the Council (Members being satisfied that to do so would promote/improve the social, economic or environmental wellbeing of the area/local residents).
- (e) That approval be given to the injection of the amount identified in the report into the Capital Programme and that Authority to Spend in the same amount be given to finance the above transactions, of which an amount as identified in the report is unfunded and will be addressed during the Quarter 1 Review of the Capital Programme in July 2010.
- (f) That the Board notes that reference to the report was not included in the Forward Plan of Key Decisions and agrees that the decision be exempt from Call In.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th May, 2010

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Originator: A Brogden

Tel:2474553

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Environment and Neighbourhoods)

Date: 17<sup>th</sup> May 2010

### Subject: Inquiry into the EASEL Regeneration Programme – Draft Interim Report

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#### Electoral Wards Affected: All

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Introduction

- 1.1 In February 2009, the Scrutiny Board (Environment and Neighbourhoods) received a request for a Scrutiny inquiry to be undertaken into the EASEL regeneration programme following concerns that there had been delays in progress with the programme and that people living in the EASEL area were not being kept informed of what was happening.
- 1.2 Terms of reference for this Inquiry were agreed in March 2009 with the understanding that this inquiry would continue into the 2009/10 municipal year.
- 1.3 However, during the course of the Board's Inquiry, it became evident that the current economic climate had forced the Council to review the overall direction of the programme as investment funding for speculative developments in the EASEL area proves very difficult to attract and sustain in the foreseeable future. Consequently, the timing and scope of the neighbourhood planning exercise and resultant community consultation remains under review.
- 1.4 Whilst the Scrutiny Board plans to continue with its inquiry and monitor progress with the EASEL programme through to the neighbourhood planning stage, it was considered appropriate to produce an interim report setting out the Board's findings and recommendations at this stage.
- 1.5 The Board's draft interim report is attached for Members' consideration.

- 1.6 Scrutiny Board Procedure Rule 14.3 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the report is finalised".
- 1.7 Any advice received will be reported at the Board's meeting for consideration, before the Board finalises its report.
- 1.8 Once the Board publishes its final report, the appropriate Director(s) will be asked to formally respond to the Scrutiny Board's recommendations within three months.

## **2.0 Recommendations**

- 2.1 The Board is asked to agree its interim inquiry report on the EASEL Regeneration Programme.

### Background Papers

None

**Draft Scrutiny Inquiry Interim report  
East and South East Leeds  
Regeneration Programme  
May 2010**

DRAFT



# Introduction and Scope

## Introduction

1. In January 2004, the Executive Board received its first report on the proposal for the regeneration of the East and South East of Leeds. Covering the communities of Harehills, Gipton, Seacroft, Halton Moor, Osmonthorpe and Richmond Hill, this was recognised as an ambitious and multi faceted regeneration programme which set out to utilise the assets held by the Council, capture the expertise of the private sector and develop a vehicle which could maximise the generation of resources for the benefit of the area.
2. In view of such a large scale programme, each key stage has been reported to the Executive Board for approval. Since January 2004, the Executive Board has received numerous progress reports and continues to monitor the developments of the EASEL programme.
3. However, in February 2009, the Scrutiny Board (Environment and Neighbourhoods) received a request for a Scrutiny inquiry to be undertaken into the EASEL regeneration programme following concerns that there had been delays in progress with the programme and that people living in the EASEL area were not being kept informed of what was happening.
4. In consideration of this request, the Board agreed to conduct an inquiry which focuses around the process arrangements in place for the EASEL programme and explores the opportunities available to the Council and its partners for communicating effectively about the programme with all

the key stakeholders, and particularly the people living in the EASEL area.

## Scope of the Inquiry

5. Terms of reference for this Inquiry were agreed in March 2009 with the understanding that this inquiry would continue into the 2009/10 municipal year.
6. The main focus of the Inquiry was around identifying opportunities for strengthening communication links with key stakeholders and the EASEL communities about the programme. However, as part of the scope, particular attention was also given to the development of the neighbourhood planning process.
7. The neighbourhood planning process is made up of two elements; a technical exercise through which site development options and local infrastructure proposals are 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.
8. As the neighbourhood planning work is the first key part of the process which brings all partners to the table, we recognised the importance of ensuring that sites are not planned without adequate community consultation with the aim of reaching a general consensus from local people on such plans.
9. However, since session one of our inquiry in April 2009, when we received an overview of the initial programme objectives and timeline, we have



# Introduction and Scope

observed a significant shift in direction for the EASEL programme in light of the current economic climate.

10. In October 2009, we learned 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, and housing sales have fallen dramatically, developers across the board are reassessing their investment strategies.
11. 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, we acknowledge that the Council and its partners have been forced to radically rethink its plans for bringing investment into the EASEL area. Consequently the timing and scope of the neighbourhood planning exercise and resultant community consultation remains under review.
12. As the main focus of our Inquiry was around strengthening communication links with key stakeholders and the EASEL communities about the programme, we believe that this is even more relevant now that the recession has forced the Council to reassess the overall direction of the EASEL programme.
13. Whilst we do plan to continue with our inquiry and monitor progress with the EASEL programme through to the neighbourhood planning stage, we considered it appropriate to produce an interim report setting out our findings and recommendations at this stage.
14. Whilst acknowledging the current difficulty in predicting the financial implications of our recommendations, we do acknowledge that any resource implications will need to be taken into consideration, particularly during this period of decreasing public funding.
15. However, our recommendations were formulated to assist the Council and its partners to move forward and provide assurance to the relevant stakeholders and the EASEL communities that the programme will remain a priority and that there will be effective community involvement in shaping the regeneration plans in neighbourhoods in the EASEL area
16. This echoes the message presented to the Executive Board in March 2010 when reviewing changes to the Local Development Scheme and Area Action Plan programme. In agreeing to formally withdraw the EASEL Area Action Plan, it was also made very clear that this should not be seen as signalling any weakening of the Council's commitment to the regeneration of the EASEL area, but to acknowledge the need to develop more informal neighbourhood planning frameworks for individual communities rather than the area as a whole.



# Conclusions and Recommendations

## Acknowledging the impact of the current economic climate

17. The EASEL programme is the Council's most significant area based regeneration programme commitment to date. However, as a model dependent on raising funding from land sales and speculative property development, the current economic climate has inevitably led the Council to review the overall direction of the programme as investment funding for speculative developments in the EASEL area is proving very difficult to attract and sustain in the foreseeable future.

18. Whilst we accept that the neighbourhood planning process would need to reflect realistic goals in light of the economic climate, we are conscious that 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.

19. It is vital that the Council and its partners maintain communication links with communities to assure them that, whilst the recession may have forced the Council to reassess the overall direction of the EASEL programme, it will remain a priority of the Council and there will be adequate and effective community involvement in shaping the regeneration plans in neighbourhoods in the EASEL area.

20. To achieve this effectively, we recognise the need to improve the coordination of all communication links with

stakeholders and the public to ensure that accurate and consistent messages about the EASEL programme are being delivered. We have addressed this in more detail below.

## Developing consistent and coordinated communication links

21. During our inquiry, we were informed about the wide range of methods that have been used to engage with local stakeholders and communities around the EASEL regeneration programme, which have included the following:

- 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.

22. Whilst we acknowledge the amount of effort that has been invested in such engagement work, we are concerned



# Conclusions and Recommendations

that there appears to be some communities within the EASEL area that still feel a sense of detachment from the whole process.

23. We are also conscious that where communities have been actively engaged in such a wide range of consultation and engagement processes, there is the potential danger of them receiving varying messages from a variety of different sources thereby resulting in confusion about the programme.
24. In view of this, we believe there is merit in reviewing the current EASEL Communications and Involvement Framework to ensure that accurate and consistent messages about the EASEL programme are being communicated effectively to all stakeholders and communities.
25. As part of this review, particular attention needs to be given to improving communication links with staff; local stakeholders and partners; and local communities. We would also advise that the review addresses the need for a clear shared understanding of what is described as 'the community' or 'communities' in the area.
26. We acknowledge the important role that many frontline staff have in liaising with the public and regard them very much as ambassadors for the EASEL programme. It is therefore vital that such staff are better informed about what the Council is trying to achieve and advised of recent developments with the programme to ensure that a consistent message is being delivered.
27. To maintain commitment from partners and local stakeholders, they too need to be kept better informed of recent developments and made aware of their particular roles within the overall programme.
28. Whilst recognising the clear benefits of strengthening communication links with local communities, we also acknowledge the existing challenge of promoting such publicity with a limited amount of resource. More emphasis should therefore be placed upon utilising existing resources more effectively.
29. In particular, there is now the opportunity to strengthen links between the Regeneration Team and Area Management Team to utilise existing mechanisms for communicating with local communities more effectively.
30. Such joined up working should also encourage the development of more innovative and non-traditional engagement methods, such as road show events, which we believe help to break down communication barriers by providing a less formal environment in which to engage with members of the public. We would therefore support that such methods are developed further as part of the review process.
31. In recognising the valuable role of Ward Members in providing knowledge and advice about how to engage effectively with their local communities, we strongly recommend that they are also actively involved in the review process .
32. We would also support the nomination of an appropriate body to lead on the review, ensuring that all communication links are coordinated effectively and



# Conclusions and Recommendations

avoiding duplication of effort. Such a body should also act as the single point of contact for communicating the most up-to-date developments with the EASEL programme. We believe that the current EASEL Regeneration Team would be the most appropriate body to take on this leading role.

## **Recommendation 1**

**(i) That the Director of Environment and Neighbourhoods ensures that the current EASEL Communications and Involvement Framework is reviewed in order to:**

- **Improve links with staff, stakeholders, partners and communities**
- **Improve co-ordination and avoid duplication of effort**
- **Provide a single point of contact for communicating the most up-to-date developments within the EASEL Programme**

**(ii) That the EASEL Regeneration Team leads on this review and works closely with Ward Members to agree recommendations to be brought back to Scrutiny at the earliest opportunity**

## **Strengthening partnership working and adopting a 'One Council' approach**

33. It is vital that all services within the Council recognise themselves as part of a 'team' responsible for addressing the pressing needs of our most deprived neighbourhoods. Whilst not wishing to undermine the structures already in place for overseeing the delivery of the EASEL programme, we believe that further work is still needed to instil a duty of cooperation from all Council services to deliver the objectives of the Council's number one priority regeneration programme.

34. Whilst there are core elements of the EASEL regeneration programme that the Council can manage, we acknowledge that a lot also depends on what happens outside of the Council too and that the coordination of these different inputs can be very time consuming and requires careful negotiation.

35. However, the commitment and contribution of other key partners, such as NHS Leeds, the Police, Job Centre Plus and others remains a key component in delivering regeneration within the EASEL area.

36. Faced with challenges presented by the current economic climate, it is paramount that all partners continue to work together and prioritise the objectives of the EASEL programme within their own services.





# Conclusions and Recommendations

37. Through the EASEL Steering Group and Programme Board, it is vital that the Council continues to promote and progress with the EASEL programme as its number one regeneration priority.

## **Recommendation 2**

- (i) That the Executive Board instils a duty of co-operation from all Council services to deliver the objectives of the EASEL Programme as a One Council Team.**
- (ii) That the Director of Environment and Neighbourhoods leads on producing an action plan to ensure that the EASEL Programme is being delivered on a One Council basis by a One Council Team**
- (iii) That this action plan is brought back to Scrutiny by November 2010.**

## **Recommendation 3**

**That, through the EASEL Steering Group and Programme Board, the Council continues to promote and progress with the EASEL programme as its number one regeneration priority.**

## **Greater recognition of existing EASEL initiatives and schemes**

38. One of the key issues raised during our inquiry was the need to associate relevant investment initiatives and schemes with the overall EASEL regeneration programme.

39. We understand 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.

40. In view of this, there is a need for greater recognition and awareness of where existing initiatives and schemes have arisen as part of the overall EASEL regeneration programme and we would suggest that the development of an EASEL 'branding' may assist in providing this recognition.

## **Recommendation 4**

**That the Director of Environment and Neighbourhoods explores appropriate methods for generating greater recognition and awareness of where existing initiatives and schemes have arisen as part of the overall EASEL regeneration programme and reports back to Scrutiny by November 2010.**



## Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply.

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

## Reports and Publications Submitted

- Report of the Director of Environment and Neighbourhoods on the East and South East Leeds Regeneration Programme. 6<sup>th</sup> April 2009.
- Report of the Head of Scrutiny and Member Development presenting a summary report of the working group meeting held on 6<sup>th</sup> April 2009. 11<sup>th</sup> May 2009.
- Report of the Head of Scrutiny and Member Development presenting a summary report of the working group meeting held on 15<sup>th</sup> October 2009. 9<sup>th</sup> November 2009.

### Background Papers:

Previous reports to Executive Board:

21/01/2004	East and south east Leeds regeneration proposals
21/07/2004	East & South East Leeds Regeneration Area: - Selection Procedure For Preferred Development Partner
15/11/2004	East & South East Leeds Regeneration Area: Selection Procedure For Preferred Regeneration Partner Further Report
29/06/2005	EASEL Regeneration Area Procurement for Preferred Bidder
14/12/2005	EASEL: Outcome of the Exclusive Clarification Period with Bellway
14/12/2005	East and South East Leeds Regeneration Area land assembly issues associated with the phase one development sites
05/07/2006	EASEL: Outcome of the Phase 1 Strategic Development Agreement negotiations with Bellway PLC.
20/09/2006	EASEL Regeneration Project Update
09/02/2007	East and South East Leeds Regeneration Area
04/04/2007	East And South East Leeds (Easel) Regeneration Area – Outcome of Additional Negotiation Period
13/06/2007	EASEL AAP preferred options report
05/11/2008	EASEL Joint Venture Partnership



### **Witnesses Heard**

- Stephen Boyle, Chief Regeneration Officer
- Peter Anderson Beck, Head of the East Office, EASEL and Aire Valley Leeds Regeneration
- Maggie Gjessing, Senior Programme Manager, EASEL
- Rory Barke, North East Leeds Area Manager

### **Dates of Scrutiny**

16<sup>th</sup> March 2009 – Scrutiny Board Meeting (agreed terms of reference)  
6<sup>th</sup> April 2009 – Working Group Meeting  
11<sup>th</sup> May 2009 – Scrutiny Board Meeting  
15<sup>th</sup> October 2009 – Working Group Meeting  
9<sup>th</sup> November 2009 – Scrutiny Board Meeting  
30<sup>th</sup> November 2009 – Working Group Meeting

DRAFT

**Scrutiny Board (Environment and Neighbourhoods)  
Inquiry into the EASEL Regeneration Project  
May 2010  
Report author: Angela Brogden**



[www.scrutiny.unit@leeds.gov.uk](http://www.scrutiny.unit@leeds.gov.uk)



Originator: A Brogden

Tel:2474553

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Environment and Neighbourhoods)

Date: 17<sup>th</sup> May 2010

### Subject: Review of the Housing Lettings Process – Draft Statement

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#### Electoral Wards Affected: All

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Introduction

- 1.1 At the April 2009 Council meeting, concerns were raised about the current housing lettings policies. In response, the Executive Board considered a number of proposed options for change aimed at improving the management and allocation of tenancies and requested that these be developed further into recommendations for change to be incorporated into a revised Lettings Policy and guidance.
- 1.2 However, the Scrutiny Board also decided to take a broad look at the housing lettings process, from the housing application stage through to tenancy management, to explore where improvements in partnership working and data sharing can be made to improve the allocation and management of tenancies.
- 1.3 This review has now concluded and the Board is in a position to report on its findings and recommendations resulting from the evidence gathered. The Board's draft Statement will follow and be made available prior to the meeting for the Board's consideration.
- 1.4 Scrutiny Board Procedure Rule 16.3 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the Statement is finalised".
- 1.5 Any advice received will be reported at the Board's meeting for consideration, before the Board finalises its statement.

1.6 Once the Board publishes its final statement, the appropriate Director(s) will be asked to formally respond to the Scrutiny Board's recommendations within three months.

## **2.0 Recommendations**

2.1 Members are asked to consider and agree the Board's Statement on the Housing Lettings Process.

### Background Papers

None



Originator: A Brogden

Tel:2474553

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Environment and Neighbourhoods)

Date: 17<sup>th</sup> May 2010

### Subject: Worklessness Review – Draft Statement

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#### Electoral Wards Affected: All

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Introduction

- 1.1 At its July meeting, the Environment and Neighbourhoods Scrutiny Board noted the Quarter 4 2008/09 performance information relating to the Council's improvement priority for reducing worklessness and acknowledged the difficulties in meeting existing targets within the current economic climate.
- 1.2 The Board agreed to establish a working group to consider the key issues affecting worklessness across the city and to determine how Scrutiny could effectively contribute in addressing this particular problem. The membership of this working group included Councillors Barry Anderson, Ann Blackburn, Graham Hyde and Josie Jarosz.
- 1.3 In acknowledging the wide range of programmes and interventions currently delivered in the City, it was considered appropriate and timely for Scrutiny to focus its review on worklessness around the development of the new delivery model – Employment Leeds. This model aims to better connect the supply and demand side interventions to provide a seamless and tailored service to employers and investors in the City and train and skill up local residents to take up these opportunities.
- 1.4 This review has now concluded and the Board is in a position to report on its findings and recommendations resulting from the evidence gathered. The Board's draft Statement will follow and be made available prior to the meeting for the Board's consideration.

- 1.5 Scrutiny Board Procedure Rule 16.3 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the Statement is finalised".
- 1.6 Any advice received will be reported at the Board's meeting for consideration, before the Board finalises its statement.
- 1.7 Once the Board publishes its final statement, the appropriate Director(s) will be asked to formally respond to the Scrutiny Board's recommendations within three months.

## **2.0 Recommendations**

- 2.1 Members are asked to consider and agree the Board's Statement following its review on Worklessness.

### Background Papers

None





Originator: Angela Brogden

Tel: 247 4553

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Environment and Neighbourhoods)

Date: 17<sup>th</sup> May 2010

Subject: Annual Report 2009/2010

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Electoral Wards Affected: All

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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### 1.0 Purpose of the report

1.1 The purpose of this report is to present the draft of the Board's contribution to the Scrutiny Boards' Annual Report.

### 2.0 Introduction

2.1 Members will be aware that the operating protocols for Scrutiny Boards require the publication of an Annual Report to Council.

2.2 This is the Board's opportunity to contribute to that Annual Report.

### 3.0 Draft Annual Report

3.1 This Board's proposed submission, which includes an introduction from the Chair and details of the work undertaken by the Board in this municipal year, will follow and be made available prior to the meeting for the Board's consideration.

3.2 This year attention will be given to ensuring that each of the Scrutiny Board's submissions follow the same order and layout and whilst the content will not change there may be some changes necessary when the final document is published.

### 4.0 Recommendation

4.1 Members are asked to approve the Board's contribution to the composite Annual Report.

Background Papers

None

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Originator: A Brogden

Tel: 247 4553

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Environment and Neighbourhoods)

Date: 17<sup>th</sup> May 2010

Subject: Work Programme

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**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Introduction

1.1 A copy of the Board's work programme is attached for members' consideration (appendix 1). As this is the last meeting of the municipal year, the work programme reflects work that has not been possible to complete and therefore will be forwarded into the new municipal year. It also lists those issues identified by Members as areas for Scrutiny but which have not been addressed due to time constraints. Members may wish to refer these matters to the new Board in the next municipal year.

1.2 Also attached is the current Forward Plan of Key Decisions for the period 1<sup>st</sup> May 2010 to 31<sup>st</sup> August 2010 (appendix 2).

## 2.0 Recommendation

2.1 The Board is requested to note the current position with regard to the work programme, which will be forwarded to the new Board for the 2010/11 municipal year for consideration

Background papers

None

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**SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED APRIL 2010**

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Outstanding business at May 2010</b>			
<b>Recycling</b>	To finalise the report and recommendations arising from the Board's inquiry.		RP
<b>Integrated Offender Management</b>	To finalise the report and recommendations arising from the Board's inquiry.		RP
<b>Inquiry into EASEL</b>	To continue with the Board's inquiry into the EASEL regeneration programme.	The Board produced an interim inquiry report in May 2010 with a view to continuing with its inquiry in the new municipal year.	RP
<b>Procurement of the Grounds Maintenance contract for 2011</b>	To continue to oversee the procurement process for the new grounds maintenance contract.	The Board produced an interim Statement in January 2010 with a view to continuing to oversee the procurement of the new grounds maintenance contract.	RP

**SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS) – LAST UPDATED APRIL 2010**

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Suggested Areas for Scrutiny Currently Unscheduled</b>			
<b>ALMO Management Review</b>	To review the current ALMO management arrangements.	This was a referral from the Executive Board Member for Neighbourhoods and Housing in June 2009.	RFS
<b>Area Management Review</b>	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
<b>ALMO Inspections</b>	To consider the findings of the ALMO inspections.	The Board raised this matter during its January 2010 meeting. A suggestion was made to establish a working group to look at the general findings arising from the ALMO inspections. It was noted at that stage that the WNWHL inspection had not been completed.	PM
<b>Future options for Council Housing</b>	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



## **FORWARD PLAN OF KEY DECISIONS**

1 May 2010 – 31 August 2010

**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 May 2010 to 31 August 2010

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Award of a four year framework contract to provide "Emergency Waste and Recycling Collections" To approve the award of the above contract to those organisations selected following a competitive procurement exercise using the accelerated restricted procedure	Chief Officer Environmental Services	1/5/10	Legal and Democratic Services, HR, Streetscene Services	Contract Award Report	Chief Officer Environmental Services susan.upton@leeds.gov.uk
Extension of domestic electrical rewire contract To appoint Southern Electric Contracting for domestic electrical rewires for the period 1 <sup>st</sup> April 2010 to 31 <sup>st</sup> March 2011 without the need for competition	Director of Environment and Neighbourhoods	1/5/10	Previously undertaken	None.	Director of Environment and Neighbourhoods john.stratham@leeds.gov.uk



<p>Request to invoke the first 12 month extension period of the existing Supporting People contract with Leeds City Council Adult Social Care Mental Health for the Mental Health Housing Support Team Service at a cost of £732,544.85 for the 12 month period</p> <p>Request to invoke the first 12 month extension period of the existing Supporting People contract with Leeds City Council Adult Social Care Mental Health for the Mental Health Housing Support Team Service at a cost of £732,544.85 for the 12 month period.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/5/10</p>	<p>N/A</p>	<p>Report to be presented to Delegated Decision Panel</p>	<p>Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk</p>
<p>Organic Composting Contracts</p> <p>To extend existing contracts up to 4 months and thus accommodate the timetable to complete a formal retendering of service provision</p>	<p>Chief Officer Environmental Services</p>	<p>1/5/10</p>	<p>Corporate Procurement</p>	<p>Timeline for procurement</p>	<p>Chief Officer Environmental Services susan.upton@leeds.gov.uk</p>

Sale of Electricity generated by landfill gas Sale of electricity generated by landfill gas from Gamblethorpe Closed Landfill Site for a period of 6 months	Chief Officer Environmental Services	1/5/10	Corporate Procurement	Monitoring info / procurement report	Chief Officer Environmental Services susan.upton@leeds.gov.uk
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<p>Update to Executive Board on Lettings Policy Review This report updates Executive Board on developments since the Executive Board meeting in July 2009, and is on the government's statutory guidance on allocations. It covers progress made on:</p> <ul style="list-style-type: none"> <li>• Improving the management and allocation of tenancies</li> <li>• Greater sharing of information with the Police</li> <li>• the possibility of developing quotas or giving higher preference to good tenants</li> <li>• incorporating government guidance which allows local authorities to give greater preference to meet local priorities</li> <li>• ensuring the proposals for the lettings policy review are legally robust and contribute to the Council's equality duties</li> </ul>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>19/5/10</p>		<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Housing Services Officer kathryn.bramall@leeds.gov.uk</p>
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<p>Household Waste Sorting Site (HWSS) Strategic Review Agree</p> <ul style="list-style-type: none"> <li>• Policy for provision of HWSS based on national standards, best practise and Leeds specific population/tonnage data</li> <li>• Policy on cross border use</li> <li>• Number of HWSS required in total</li> </ul>	<p>Executive Board (Portfolio: Environmental Services)</p>	<p>19/5/10</p>	<p>Previously undertaken</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Officer Environmental Services susan.upton@leeds.gov.uk</p>
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<p>Pilot Home Improvement Loans scheme in partnership with the Yorkshire and Humber Homes and Loans Service and Leeds City Credit Union Ltd</p> <p>To agree to Leeds City Council entering into a tripartite agreement with the Yorkshire and Humber Homes and Loans service and Leeds City Council Credit Union Ltd to provide interest free loans of up to £5k to vulnerable households under the Assistance to Vulnerable Households programme of the Private Sector Housing Assistance Policy 2009. The pilot will involve a budget of £50k to assistance vulnerable households. This is additional monies above these provided regionally for equity release loans. For Leeds City Council to be one of the four pilot authorities we need formal agreement to enter into the scheme with the Yorkshire and Humber Homes and Loans Service.</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>19/5/10</p>	<p>Previously undertaken</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods mark.ireland@leeds.gov.uk</p>
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Grounds Maintenance Contract	Executive Board (Portfolio: Environmental Services)	19/5/10	Various key stakeholders have been consulted, including all Area Committees, as set out in the report	The report to be issued to the decision maker with the agenda for the meeting	Chief Officer Environmental Services stephen.smith@leeds.gov.uk
Review of Area Functions Endorsement of the review of Area Functions for 2010/11	Executive Board (Portfolio: Neighbourhoods and Housing)	19/5/10	Elected Members, Area Committees, Regeneration Management Teams	The report is to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods liz.jarmin@leeds.gov.uk
HRA Subsidy Variation Approval to spend the subsidy variation on additional capital schemes over and above decency works and support to key regeneration schemes so that the money is used to add value to the Council's assets and residents lives.	Executive Board (Portfolio: Neighbourhoods and Housing)	19/5/10	Consultation has taken place with the ALMOs, BITMO and Strategic Housing to determine priorities for the spend of this money.	None	Director of Environment and Neighbourhoods john.statham@leeds.gov.uk

<p>Cross Green Group Repair Phase 1 Capital Scheme 16104/000/000 Injection and Authority to Spend from Executive Board</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>19/5/10</p>	<p>Consultations have taken place with Ward Members, Tenants, Owner Occupiers, and the Cross Green Village Residents Group and there is broad support for the scheme.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods mark.rutherford@leeds.gov.uk</p>
<p>EASEL Programme Update On Site Clearance To note progress on the site clearance and proposed use of the sites being cleared by East North Homes Ltd. To update Executive Board on the general fund contributions to the clearance for private sector acquisitions and to approve the financial contributions</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>19/5/10</p>	<p>Previously undertaken</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods peterandersonbeck@leeds.gov.uk</p>
<p>60 Sholebroke Avenue To dispose or lease at less than best an asset with a value of more than £250k</p>	<p>Executive Board (Portfolio: Environment and Neighbourhoods)</p>	<p>16/6/10</p>	<p>Previously undertaken</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods karen.chiverall@leeds.gov.uk</p>

<p>East Leeds Household Waste Sort Site Re-development To award contract to redevelop this waste recycling facility</p>	<p>Chief Officer Environmental Services</p>	<p>1/7/10</p>	<p>Local residents and Councillors prior to works commencing</p>	<p>Tender Documents</p>	<p>Chief Officer Environmental Services susan.upton@leeds.gov.uk</p>
<p>The Future of Council Housing Project The project's objective is to deliver an appraisal which will identify, assess and recommend the most desirable, viable and achievable option(s) to deliver the long term vision for council housing in Leeds</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>21/7/10</p>	<p>With all key stakeholders including Members, Tenants and Leaseholders, Housing Providers internal and external</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Housing Services Officer neil.evans@leeds.gov.uk</p>



<p>The Leeds Regeneration Framework, 2010 to 2030 Approval of the Leeds Regeneration Framework. This includes :-</p> <ol style="list-style-type: none"> <li>1. The strategy element, which consists of the Vision, the new objectives and the mechanism for determining where, when and how regeneration should take place across Leeds over the next 20 years.</li> <li>2. The programme element, which sets out the headline milestones to be achieved within each of our current and planned major regeneration programmes.</li> </ol>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>21/7/10</p>	<p>A wide-ranging consultation process has been ongoing since Sept 2009. This has been led by the Chief Regeneration Officer, and has involved a large number of internal and external stakeholders. Papers on the proposed framework have been taken to, and supported by, a number of key groups, including Strategic Leadership Team, Worklessness Strategic Outcomes Group and Narrowing the Gap Board. In addition, consultation has taken place with senior management teams across the Council, and with Members and Chief Officers. Further consultation is planned for early next year, including with the Youth Parliament.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods stephen.boyle@leeds.gov.uk</p>
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Lifetime Neighbourhoods for Leeds - Round 6 housing PFI Project Updated position on the round 6 housing PFI Project	Executive Board (Portfolio: Environment and Neighbourhoods)	21/7/10	Refer to Appendix 3 of Executive Board 12 February 2010	Executive Board report 12th Feb 2010 and Outline Business Case	Director of Environment and Neighbourhoods christene.addison@leeds.gov.uk
Area Delivery Plans 2010/11 Endorsement of 10 Area Delivery Plans	Executive Board (Portfolio: Neighbourhoods and Housing)	21/7/10	Elected Members, Area Committees, Regeneration Management Teams	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk
Treatment of kerbside collected food waste Approval of strategy and business case for procurement of food waste processing capacity	Executive Board (Portfolio: Environmental Services)	21/7/10	Waste Solution Programme Board, Planning, City Development	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods andrew.mason@leeds.gov.uk

## **NOTES**

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £250,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

### **Executive Board Portfolios**

### **Executive Member**

Central and Corporate

Councillor Richard Brett

Development and Regeneration

Councillor Andrew Carter

Environmental Services

Councillor James Monaghan

Neighbourhoods and Housing

Councillor John Leslie Carter

Leisure

Councillor John Procter

Children's Services

Councillor Stewart Golton

Learning

Councillor Richard Harker

Adult Health and Social Care

Councillor Peter Harrand

Leader of the Labour Group

Councillor Keith Wakefield

Leader of the Morley Borough  
Independent Group

Councillor Robert Finnigan

Advisory Member

Councillor Richard Lewis

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

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