

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

Meeting to be held in Civic Hall, Leeds on
Monday, 13th February, 2012 at 10.00 am

(A pre-meeting will take place for ALL Members of the Board at 9.30 a.m.)

MEMBERSHIP

Councillors

B Anderson (Chair)	-	Adel and Wharfedale;
R Grahame	-	Burmantofts and Richmond Hill;
K Groves	-	Middleton Park;
M Hamilton	-	Headingley;
J Hardy	-	Farnley and Wortley;
P Harrand	-	Alwoodley;
G Hyde	-	Killingbeck and Seacroft;
J Jarosz	-	Pudsey;
J Marjoram	-	Calverley and Farsley;
C Townsley	-	Horsforth;
N Walshaw	-	Headingley;

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

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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, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <ol style="list-style-type: none"> 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. 2 To consider whether or not to accept the officers recommendation in respect of the above information. 3 If so, to formally pass the following resolution:- <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 on this agenda.</p>	

3		<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4		<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81 (3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5		<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6		<p>MINUTES - 16 JANUARY 2012</p> <p>To confirm as a correct record, the minutes of the meeting held on 16 January 2012.</p>	1 - 6
7		<p>OVERVIEW OF VEOLIA ENVIRONMENTAL SERVICES PRE-PLANNING PUBLIC CONSULTATION FOR THE RERF</p> <p>To receive an update report from the Director of Environment and Neighbourhoods on Veolia's pre-planning public consultation in relation to the Recycling and Energy Recovery Facility</p>	7 - 20
8		<p>FINANCIAL HEALTH MONITORING 2011/12 - ENVIRONMENT AND NEIGHBOURHOODS DIRECTORATE</p> <p>To consider the financial position of the Environment and Neighbourhoods Directorate after 9 months of the 2011/12 financial year.</p>	21 - 28

9

WORK SCHEDULE

29 -
60

To consider and agree the Board's work schedule.

10

DATE AND TIME OF NEXT MEETING

Monday, 12 March 2012 at 10.00 a.m. (Pre-meeting for all Members at 9.30 a.m.)

Agenda Item 6

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 16TH JANUARY, 2012

PRESENT: Councillor B Anderson in the Chair

Councillors R Grahame, K Groves,
M Hamilton, J Hardy, P Harrand, G Hyde,
J Jarosz, J Marjoram and N Walshaw

68 Late Items

Members received a Supplementary Agenda which detailed confidential appendices to Agenda Item 10, Car Parking Update.

69 Declarations of Interest

Councillor G Hyde declared a personal interest in Agenda Item 8, Recommendation Tracking due to his position as a Director with the East North East Home ALMO.

Councillor J Hardy declared a personal interest in Agenda Item 8, Recommendation Tracking due to his position as a Director with the West North West Homes ALMO.

Councillor R Graham declared a personal interest in Agenda Item 8, Recommendation Tracking due to his position as a Director with the East North East Home ALMO and also Agenda Item 9, Recycling Strategy Update due to his Membership of GMB.

70 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillor Townsley.

71 Minutes - 22 November and 12 December 2011

RESOLVED – That the minutes of the meetings held on 22 November and 12 December 2011 be confirmed as correct records.

72 Recommendation Tracking

The report of the Head of Scrutiny and Member Development provided an update on the progress made in responding to the recommendations arising from the previous Scrutiny review of the Council's Housing Lettings Process.

The following were in attendance for this item:

- Councillor P Gruen, Executive Member for Neighbourhoods, Housing and Regeneration
- Neil Evans, Director of Environment and Neighbourhoods
- John Statham, Head of Housing Partnerships
- Rob McCartney, Head of Housing Support

Prior to the meeting, the Chair had met with officers to discuss the progress on the recommendations outlined in the report. Members had been issued with a revised Appendix which detailed the progress status. Each of the recommendations was given one of the following categories:

1. Stop Monitoring
2. Achieved
3. Not achieved (Obstacle)
4. Not achieved (Progress made acceptable. Continue monitoring)
5. Not achieved (Progress made not acceptable. Continue monitoring)
6. Not for review this session

Additional information in the revised appendix was highlighted and Members were asked to consider changes made to the status of progress on the recommendations.

In summary, the following was discussed:

- Recommendation 1 – The Board was informed of IT assessments/testing, the production of a user manual and work within the ALMOs to support new tenancies. It was suggested that this Recommendation be moved from Category 5 to Category 4.
- Recommendation 2 – It was suggested that this be moved from Category 5 to Category 4. The Board was informed of joint working with West Yorkshire Police for the development of an information sharing protocol. Pilot schemes were underway and new powers would also be available under the Localism Act for local authorities to have more freedom in determining who should qualify to go on their housing waiting list.
- Recommendation 3 – It was suggested that this be moved from Category 5 to Category 4. Further information reported including the adaptation of policies by the ALMOs to reflect legal guidance and changes from the Pinnock Case and closer working between the ALMOs and Leeds Anti-Social Behaviour Team (LASBT).
- Recommendation 4 – Further reference was made to joint working between the ALMOs and the LASBT and also the ALMOs adherence to LASBT service standards. It was suggested that the recommendation be changed from Category 4 to Category 2.
- Recommendation 5 – Issues discussed included assessment of eligibility for foreign nationals, repatriation services, support for homeless and potential homeless. Further discussion focussed on welfare reform and the capping of benefits – the Board was informed of support being provided to tenants and private landlords and also work undertaken via working groups that involve private landlord

representatives to assess the potential impacts of the reforms. Funding from the Department of Work and Pensions and also the Department for Communities and Local Government had been made available to help reduce the impact of the reforms and explore opportunities for reducing homelessness.

- Recommendation 6 – It was suggested that this be moved from Category 4 to Category 2. Additional information submitted informed the Board of the case conferencing approach being a good practice model and how this was used.

RESOLVED – That the report and discussion be noted and that the recommendation monitoring progress be amended as suggested.

73 Financial Health Monitoring 2011/12 - Environment and Neighbourhoods Directorate

The report of the Head of Scrutiny and Member Development informed Members of the financial health of the Environment and Neighbourhoods Directorate after eight months of the financial year 2011/12.

The following were in attendance for this item:

Councillor P Gruen, Executive Board Member for Neighbourhoods, Housing and Regeneration

Councillor M Dobson, Executive Board Member for Environmental Services
Neil Evans, Director of Environment and Neighbourhoods

Richard Ellis, Head of Finance, Environment and Neighbourhoods

It was reported that a working group meeting of the Board was held on 4th January to consider the directorate's 2012/13 initial budget proposals. A draft report summarising the observations and recommendations of the Scrutiny Board in relation to these budget proposals was tabled at the meeting for Members consideration and agreement.

In response to Members comments and questions, the following issues were discussed:

- Increase in overspending – this was principally affected by Waste Services – higher than expected landfill and increased refuse service costs. Revised routes were due to be implemented for refuse collection. Members requested further budgetary information for the Refuse Service.
- Increased fuel costs – allowances had been made for increased fuel costs but these had risen more than expected over the past year.
- Comprehensive work was being carried out regarding the Council's fleet of vehicles and cost of repair against replacement would be considered.
- There was a commitment to look at the viability of using anaerobic digestion, this would be done with assistance from the PFI team.

RESOLVED – That the financial health monitoring report in relation to month 8 and discussion be noted.

That the draft report summarising the Scrutiny Board's observations and recommendations in relation to the directorate's 2012/13 initial budget proposals be agreed.

74 Recycling Strategy Update

The report of the Head of Scrutiny and Member Development referred to a report that Executive Board had received on 14 December 2011 which gave an update on progress against the Recycling Strategy. The Executive Board report was appended to the Agenda and included a number of proposals that related to future service development opportunities and had been approved at the meeting on 14 December 2011.

The following were in attendance for this item:

- Councillor M Dobson, Executive Member for Environmental Services
- Neil Evans, Director of Environment and Neighbourhoods
- Andrew Lingham, Waste Strategy and Policy Manager
- Liz Behrens, Strategy and Development Manager, Waste Management

In response to Members comments and questions, the following issues were discussed:

- Collection of glass for recycling – there were several issues to consider including the move to fortnightly green waste collection, should it be collected with other dry recyclables and current market value. There were also issues regarding the cost of processing and whether it could be recycled or just used as aggregate.
- Recycling of energy efficient light bulbs – there was currently the facility to do this at Household Waste Sorting Sites.
- Landfill costs were currently £56 per tonne with a gate fee of £24 per tonne. In relation to the Local Authority Benchmarking information, Members recommended the inclusion of landfill costs as a comparable measurement.
- That the areas for the fortnightly recycling and residual waste collections pilot scheme during 2012/13 had not yet been identified.
- Recycling of food waste – the pilot carried out in Rothwell had been successful. It was reported that over ten percent of waste sent to landfill was food waste. The recycling pilot took cooked as well as uncooked waste.
- The need to continue promoting the method of composting and publicise the Council's existing scheme for providing compost bins.
- That an update on the implementation of recommendations arising from the earlier Scrutiny Inquiry into Recycling needs to be brought to a future meeting.

RESOLVED – That the report and discussion be noted.

75 Car Parking Update

The report of the Head of Scrutiny and Member Development provided Members with an update in relation to the Council's car parking charges and provision as requested by the Board.

The following were in attendance for this item:

- Councillor M Dobson, Executive Member for Environmental Services
- Neil Evans, Director of Environment and Neighbourhoods
- Graham Wilson, Environmental Health Manager
- Mark Jefford, Parking Manager
- Robin Coghlan, Team Leader (Policy), City Development

Members were informed that the Scrutiny Board (Sustainable Economy and Culture) was undertaking an Inquiry into travel movements within the City and whilst this did not make reference to car parking there would be opportunity to dovetail the findings of any separate review around car parking into this Inquiry.

In response to Members comments and questions, the following issues were discussed:

- In relation to Woodhouse Lane Car Park, 6 floors of capacity was closed during a period of repair and improvement works.
- Price was not the main determining factor in influencing people where to park. National research showed location and security were considered to be more important.
- It was felt to be cost prohibitive to install ticket machines that accepted card payment.
- The Council owned twenty six percent of car parks in Leeds and aimed to set prices slightly lower than privately owned car parks.
- The long term policy of the Council was to develop distinct short stay and long stay car parks in the City.
- Regulation of private car parks on undeveloped land to ensure physical and qualitative improvements.
- Impact of the New Generation Transport and other major transport schemes.
- Park and Ride schemes.
- It was anticipated that the Car Parking Strategy would be taken to Executive Board around the middle of the year.

RESOLVED –

- (1) That the report and discussion be noted.
- (2) That a Working Group be arranged to discuss further the approach of the Council in relation to Car Parking.

76 Work Schedule

The report of the Head of Scrutiny and Member Development detailed the Board's work schedule. Also attached were copies of recent Executive Board Minutes and a copy of the Forward Plan relating to the Board's portfolio.

Members were informed that there would be a meeting of the Fuel Poverty Working Group on Wednesday, 1 February at 10.00 a.m.

RESOLVED – That the report be noted

77 Date and Time of Next Meeting

Monday, 13 February 2012 at 10.00 a.m. (pre-meeting for all Members at 9.30 a.m.)

Report of Director of Environment and Neighbourhoods

Report to Scrutiny Board (Safer and Stronger Communities)

Date: 13th February 2012

Subject: Overview of Veolia Environmental Services pre-planning public consultation for the Recycling and Energy Recovery Facility

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):	Burmantofts and Richmond Hill Temple Newsam	
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

- 1 On 2nd November 2011, the Executive Board appointed Veolia ES Aurora Limited (Veolia) as the preferred bidder to treat Leeds' residual household waste for the next 25 years. This decision was considered by Scrutiny Board on 22nd November 2011, who requested regular updates on the progress of the project especially in relation to the public consultation on the future planning application.
- 2 This report provides an overview of Veolia's consultation activities undertaken to date, and details the proposed activities for February and March prior to the submission of their planning application in late Spring 2012.

Recommendations

- 3 Members of Scrutiny Board are recommended to:
 - Note and comment on Veolia's approach to pre-planning public consultation, including the use of a range of methods to ensure the widest possible audience is reached, including hard to reach groups and individuals.

1 Purpose of this report

- 1.1 The purpose of this report is to provide members of Scrutiny Board an overview of the consultation activities undertaken so far by Veolia, and the details of future planned consultation and engagement activities.
- 1.2 These consultation activities relate to Veolia's planning application for the Recycling and Energy Recovery Facility, which is due to be submitted in late Spring 2012.
- 1.3 The over-riding aim of the consultation is to ensure that both the local community and other stakeholders have the opportunity to be informed about and influence Veolia's proposals for the former wholesale markets site prior to the submission of their planning application. This will help Veolia to identify the community's issues, concerns and ideas, which may not have otherwise been considered and addressed within their planning application.
- 1.4 As part of their planning application, Veolia will need to demonstrate to the Planning Authority how the findings of the public consultation has influenced their proposals, and where this has not been feasible, provide robust reasons for not doing so.

2 Background information

- 2.1 On 2nd November 2011, the Executive Board appointed Veolia as the preferred bidder to treat Leeds' residual household waste for the next 25 years. This decision was considered by the Scrutiny Board on 22nd November 2011.
- 2.2 The Preferred Bidder decision was based upon Veolia's proposed technology, which is mechanical pre-treatment to extract recyclable materials, and the waste that is leftover is then burnt under controlled and safe conditions using proven Energy Recovery technology, to generate electricity and potentially heat should a suitable scheme come forward.

3 Main issues

- 3.1 The following provides an overall of the consultations activities being undertaken by Veolia to support their planning application.

Political Briefings

Councillor Briefings

- 3.2 Briefings have been offered by Veolia to all the members representing Burmantofts and Richmond Hill and Temple Newsam wards. Five out of the six members accepted the offer.
- 3.3 The local councillors have also received various mailings from Veolia to advise them of residents mailings and exhibitions.

MP Briefings

- 3.4 All Leeds MPs have been offered briefings by Veolia. Hilary Benn MP and Alec Shelbrooke MP have both received full briefings. Ed Balls MP declined a briefing. Veolia have not received a reply from any of the other MPs. Because of his past interest in the project, George Mudie MP has been followed up a second time and offered a briefing.

Community Meetings

- 3.5 Presentations on Veolia and their proposals for the former wholesale markets site have been made to:
- Richmond Hill Community Forum (5th December 2011)
 - Halton Moor and East Osmondthorpe Forum (17th January 2012)
 - Halton Forum (19th January 2012)

Website

- 3.6 A full and comprehensive website is published at www.veolia.co.uk/Leeds. This includes detailed information on the proposal, on Veolia and details of how local people can get involved through the Community Liaison Group and drop-in sessions. This website was launched in December 2011.
- 3.7 Veolia are regularly updating the website with latest news and other related items.

Direct Mailings

- 3.8 Around 11,500 leaflets and exhibition flyers, with a covering letter from Leeds City Council, were mailed to residents on 30th December via the Leeds City Council Print Unit. Veolia mailed out around 270 similar packs to community stakeholders (see Appendix 1), Cross Green Industrial Estate businesses and statutory consultees also on 30th December.
- 3.9 For this mail out, an 8 page A5 leaflet (see Appendix 2) was produced by Veolia which explained the background to the project, introduced the Recycling and Energy Recovery Facility, and the way local people could engage. A flyer inviting the recipient to Veolia's January drop-in sessions was also included.
- 3.10 Further mailings to provide updates on the project and publicise future consultation events are planned for February and March 2012.

Information Help lines

Telephone Helpline

- 3.11 Veolia's free telephone helpline, promoted via the residents mailings and website, has since the beginning of January received 20 calls. Of these 3 were from representatives of local community groups, and one was to register opposition to the development. Most calls have been to answer specific questions about the

project e.g. will any houses be demolished, or have been practical requests such as delivery of a new bin.

Email Enquiries

- 3.12 Veolia have received 30 emails to the enquiry email address. Many of these have been from companies wanting to do business with Veolia, but they have also received two emails asking about potential employment on the project. A number of emails have been to ask questions about the project and the drop-in sessions, to ask about joining the Community Liaison Group or to explain Veolia's position regarding Palestine (2 emails). A number of people registered on the Council's mailing list have asked to be added to Veolia's mailing list.

Drop-In Sessions

- 3.13 A series of public drop-in exhibitions were held on Thursday 19th, Friday 20th and Saturday 21st January 2012.
- 3.14 To ensure maximum access to local people, these sessions were:
- delivered in 3 separate locations within the community around the Cross Green Industrial Estate site i.e. Richmond Hill Community Centre, St Phillips Church, Halton Moor Community Centre, the aim being that any local resident wanting to learn more about the project could walk to a local session;
 - sessions were timed to run from 2:30pm to 8:30pm in the evenings (Thursday, Friday) and all day Saturday (10:00am to 4:00pm) to ensure those with day time jobs were able to attend.
- 3.15 Each session was staffed by 5 senior Veolia representatives and up to 2 Council representatives, with a series of detailed exhibition boards and other materials explaining the project and benefits to the Council and local people.
- 3.16 The sessions were advertised via residents mailing (11,500 residents), mailing and emailing local community groups, organisations and stakeholders, posters and flyers in libraries and one stop shops across the City (posters and A5 flyers sent to libraries (42) One Stop Shops (16) Community Centres (41) across the City) and half page advertisements for the preceding 2 weeks in the Yorkshire Evening Post and the Leeds Weekly News. Text reminders were also sent to those registered with the text news service, as well as on the Veolia Twitter feed. The Council held list of around 200 interested residents also received an email reminder of the sessions.
- 3.17 The sessions received around 85 visitors, with 70 registering their details. These included representatives of NO2 Incinerator, Friends of East End Park, Save our Homes, Wastedfood.co.uk, BTCV Skelton Grange, and the local Corpus Christi school. A number of feedback forms were completed during the exhibitions, as well as a number taken away with pre-paid envelopes for completion. Veolia are currently reviewing this feedback as it comes in.

- 3.18 The main issues raised by visitors included;
- the selection of the site and proximity to houses;
 - traffic (probably the most raised subject);
 - odour and noise; and
 - health impacts.
- 3.19 Although there were clearly people who attended the sessions who were against the development, there were also supporters, with the majority of attendees having genuine concerns and questions which the attending Veolia and Council officers addressed. Of the feedback forms received so far, the vast majority were satisfied on the key issues after attending the event.
- 3.20 Veolia intend to repeat these drop-in sessions, with the aim to present the planning application in detail, including the results of the site exploration surveys, environmental impact assessments and traffic assessments.
- 3.21 The exhibition materials at the second series of drop in sessions will include a model or computer generated fly-through of the facility. Photomontages showing different views of the facility, which will be based upon the results of the recent crane survey, will also be on show. Veolia are also aiming to produce impressions of the how the facility will look from nearby housing. All the images will show the stack height as agreed with the Environment Agency.
- 3.22 The changes that have been made to the proposals as a result of feedback from residents and the Community Liaison Group, will also be highlighted. Along with how the concerns expressed during the initial consultation events have responded to or taken account within Veolia's design.

Community Liaison Group

- 3.23 Veolia are in the process of forming a Community Liaison Group consisting of representatives of the local community, who can be involved in in-depth discussions about the project and will help Veolia understand local needs and opinions.
- 3.24 An independent chair has been selected by Veolia (Professor John Tarrant, former Vice Chancellor of the University of Huddersfield), but the members of the group will confirm this appointment during their initial meetings. Invitations to join the Group have been communicated via the residents mailing, press releases to local papers, and the drop-in exhibitions.
- 3.25 The first meeting is scheduled for Thursday 2nd February. So far, Veolia have received 6 completed application forms with a number issued at the exhibitions outstanding. In total of 6 forms were sent out as results of direct contacts through the helpline or emails, and an additional 12 were issued at the exhibitions with freepost return envelopes.

- 3.26 It should be noted that Veolia are in regular email contact with NO2 Incinerator and they have been invited to join the liaison group. Veolia have twice contacted Friends of the Earth via their website, but have received no responses.

Visits to Veolia's Sheffield Energy Recovery Facility

- 3.27 Veolia have provisionally planned visits to their Sheffield ERF for Tuesday 20th March 2012 for Councillors and for members of the Community Liaison Group, to see the site and hopefully talk to a member of the local community liaison group.

Promoting Local Jobs

- 3.28 Meetings have been arranged with Leeds University, Leeds City College and Leeds Building College to follow up letters of support supplied with Veolia's bid, and develop training, apprenticeships and other initiatives to support the employment of local people. A meeting with the Council's Employment and Skills Team is planned.

Environment Interest Groups

- 3.29 Veolia are due to present to the Leeds Environment Forum on Wednesday 8th February, and the Leeds Initiative Climate Change Partnership on Friday 2nd March.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 During a pre-planning application meeting on 5th August 2011, Veolia have discussed and agreed their pre-planning consultation and engagement approach with the Local Planning Authority. Veolia are in regular correspondence with the Local Planning Authority to discuss and clarify information relating to their future planning application.
- 4.1.2 Veolia gave a presentation to Plans Panel East on Thursday 26th January when their approach to pre-planning consultation was outlined and discussed.
- 4.1.3 Where possible, Veolia have also discussed their approach to community consultation with the local ward members, and have acted on their suggestions (for example, the drop in session venues).

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Through using a wide range of consultation and engagement activities, Veolia are aiming to reach and engage with as many people as possible. They are also trying to engage with hard to reach groups and individuals where possible.

4.3 Council policies and City Priorities

- 4.3.1 Veolia's proposed approach to pre-planning public consultation has been developed in accordance with the Council's requirements for public consultation

on major planning applications as outlined in the Council's Statement of Community Involvement (adopted February 2007).

4.4 Resources and value for money

- 4.4.1 The pre-planning consultations are the responsibility of Veolia as part of their planning application for the Recycling and Energy Recovery Facility. The Council currently considers that Veolia are providing adequate resources at their own expense, to ensure the community have the opportunity to get involved and comment on their proposals. Council officers are attending the public events to answer any questions or queries directly relevant to the Council.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 In response to a request by Scrutiny Board as part of their consideration of the Executive Board decision on the Preferred Bidder appointment, this report provides an overview on the pre-planning consultation activities being undertaken by Veolia.

4.6 Risk Management

- 4.6.1 The Council has a risk management framework for the residual waste treatment project, which monitors and manages the key project risks. At present, the Council are monitoring Veolia's approach to minimising the risks associated with pre-planning public consultation and engagement, and this includes the risk of this consultation causing significant delays to the existing project programme.

5 Conclusions

- 5.1 The Executive Board decision to appoint Veolia as the preferred bidder for the residual waste project was considered by the Scrutiny Board on 22nd November 2011, who requested regular updates on the progress of the project especially in relation to the public consultation on the planning application.
- 5.2 This report provides the first update on the pre-planning consultation activities undertaken by Veolia so far, and details the planned activities for February and March prior to submitting their planning application in late Spring 2012.

6 Recommendations

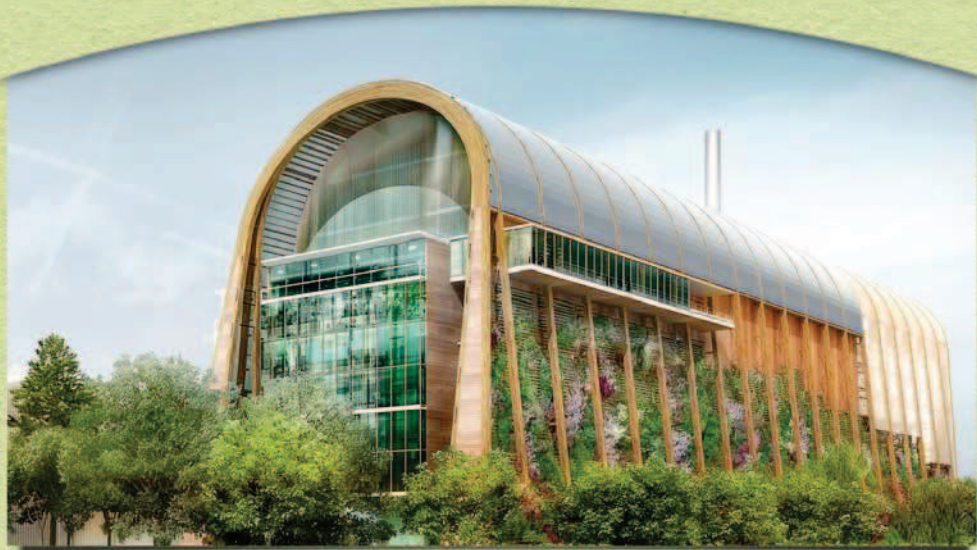
- 6.1 Members of Scrutiny Board are recommended to:
- Note and comment on Veolia's approach to pre-planning public consultation, including the use of a range of methods to ensure the widest possible audience is reached, including hard to reach groups and individuals.

7 Background documents

- 7.1 Leeds City Council – Statement of Community Involvement (adopted February 2007)
- 7.2 Veolia Environmental Services – Introductory leaflet

APPENDIX 1. Local and Community Organisations included in the initial Veolia mailing:

- Access Committee for Leeds
- Aire Valley Leeds
- All Saints' Church (C of E) - Richmond Hill
- British Trust for Conservation Volunteers (BTCV)
- Brownhill Primary School
- Burmantofts Senior Action
- c.d.o.k. Tenants & Residents Association
- Community Unity
- Corpus Christi - Osmondthorpe
- Corpus Christi Catholic Primary School
- Corpus Christi RC High School
- Cross Gates Primary School
- East Leeds Cricket and Social Club
- East Leeds Health for All
- Garforth Community Association
- Groundwork Leeds
- Halton Moor and Osmondthorpe Project for Elders
- Halton Moor One Stop Shop
- Leeds City Council. Equality Team
- Leeds Connecting Communities
- Leeds Grand Mosque
- Leeds Jewish Welfare Board
- Leeds Tenants Federation
- Leeds, York and North Yorkshire Chamber
- Meadowfield Community Learning Centre
- Meanwood Valley Urban Farm
- Mount St Marys Catholic High School
- Newbourne Methodist Church - Richmond Hill
- Osmondthorpe Children's Centre
- Osmondthorpe Resource Centre
- Osmondthorpe Tenants & Residents Association
- Pontefract Lane Residents
- Richmond Hill Community Centre
- Richmond Hill Elderly Action
- Richmond Hill Primary School
- Save our Homes and Environment
- Shakespeare Primary School
- St. Philips's Church (C of E) - Osmondthorpe
- St. Vincents Support Centre
- Temple Moor High School Science College
- The Friends of East End Park
- United Sikh Association
- Victoria Primary School
- Whitkirk Primary School



Veolia and Leeds City Council
**increasing recycling
and generating energy
from the City's waste**

Cross Green Industrial Estate





This information booklet has been produced to provide you with an introduction to Veolia Environmental Services and an explanation of how its Recycling and Energy Recovery Facility (RERF) fits in with increasing recycling and sustainability in Leeds.

In November 2011, Veolia Environmental Services was announced 'preferred bidder' by Leeds City Council to develop a combined facility that will remove recyclable material from black bin residual waste before recovering energy from the remainder and minimising its disposal to landfill.

We intend to submit a planning application for the new Recycling and Energy Recovery Facility (RERF) in Spring 2012. Before then we will make sure that local communities and other stakeholders including the Environment Agency are kept informed and have a chance to give us their views as the proposals develop.

The landmark recycling and energy recovery facility proposed for the Cross Green Industrial Estate will create around three hundred jobs during construction and around forty-five permanent posts making an important contribution to the local economy.

It will increase recycling and generate sufficient electricity to power 20,000 homes. It will also save the city £200 million over 25 years compared to the costs of continuing to landfill residual household waste.

Over 120 local authorities across the UK work with Veolia Environmental Services

Who we are

Veolia Environmental Services is a global company that uses its expertise to provide recycling and waste management solutions for local communities and businesses.

Our services benefit over a third of the UK population and the company currently operates 56 treatment facilities including ten recycling facilities and six Energy Recovery Facilities in the UK, with another two under construction. We use our global expertise to deliver local solutions that meet the highest environmental and technical standards.

More information about our company, expertise and experience is available at www.veolia.co.uk



The facility will increase recycling in Leeds and provide sufficient power for 20,000 homes

Managing waste in Leeds

At the moment around 40% of household waste in Leeds is recycled or composted. Leeds City Council is working with the public to increase this recycling rate to a minimum of 50%, with aspirations to exceed this level in the longer term.

Our solution supports this goal but, even with increased recycling rates, there will always be an amount of waste that cannot be recycled. Last year Leeds sent over 200,000 tonnes of waste to be buried in landfill.

The proposed facility will handle up to 183,000 tonnes of residual waste of which at least 10% will be recycled at the front end by mechanical pre-treatment and sorting processes. The remainder will be used to generate over 11 MW of electricity for supply to the National Grid – sufficient to power 20,000 homes. This will reduce carbon dioxide emissions by the same amount as taking around 29,000 cars off the road each year when compared to landfill.

The Council will only be required to supply a minimum of 120,000 tonnes of waste to the facility, which is well below its projected levels. Any shortfalls in household waste as a result of higher than expected increases in recycling rates will be made up with similar wastes from the business sector in Leeds.



The facility is designed to operate efficiently and minimise environmental impact

Introducing the facility

The internationally renowned architect, Jean-Robert Mazaud of S'pace Architects who has been instrumental in the development of many iconic UK recycling and waste management buildings has designed this Facility.

The key design features are:

- A main building that we estimate will be approximately 42m high (for comparison, the Leeds Civic Hall is 52m), with a slimline chimney stack design
- A design that creates a positive landmark for the Aire Valley region of Leeds and the Cross Green Industrial Estate
- An innovative design based upon the use of glass and timber framing, dubbed by some "the Greenhouse"
- A green 'living' wall to the southern façade to enhance the visual impact and provide bio-diversity, one of the largest of its type in the country
- A visitor centre that offers people the opportunity to learn more about the facility and other waste management issues.

The final design will be confirmed after consultation with the local community and other stakeholders.

The location

We propose to build our facility on the former wholesale market site off the East Leeds Link Road within the Cross Green Industrial Estate.

We have selected this site because it is:

- Adjacent to the newly completed A63 East Leeds Link Road, close to the existing Council waste collection vehicle depot
- Well linked to primary routes across the City, with access restrictions through neighbouring residential areas
- Identified as a suitable location from the 2,000 considered in an extensive study
- Available and was offered to bidders as a location for a facility to treat residual waste
- Within an extensive industrial area and large enough to locate a facility of this size and type.
- A brownfield site, meaning the land has previously been developed
- On an existing route used by Council vehicles to take black bin waste to landfill

More information about how the facility would operate can be found on our website at www.veolia.co.uk/Leeds

For more information about the background to our proposal see www.leeds.gov.uk/recycleforleeds



The green 'living' wall to the southern façade



Thinking about key issues

We are keen to give local people the facts about our proposals and information about the kinds of key issues that are often raised during the development of RERFs.

Traffic

We have designed the facility to treat only black bin type residual waste generated within the Leeds area.

All deliveries will be by road via the East Leeds Link Road (ELLR) and we will not use the railway sidings or other forms of transport.

The East Leeds Link Road connects to the A1/M1 Link Road, the M621 and the Inner Ring Road at either end, and therefore provides access to the facility from all major routes into the City.

There are weight limits that stop HGVs, including refuse collection vehicles, accessing the ELLR from the A64 through the closest residential areas of East End Park, Osmondthorpe and Halton Moor.

The majority of the waste deliveries would take place during the day in between the morning and evening peak traffic periods. Most of the waste delivered to the facility would arrive in waste collection vehicles and a substantial proportion of these deliveries are currently taken to the Skelton Grange landfill site accessed using the same roads.



The facility will provide jobs and training for local people as well as opportunities for local businesses

Local environment and air quality

Our planning application will consider what impact the proposed facility will have on environmental factors including air quality and emissions, noise, ecology, landscape, views and water quality. We will also present proposals to minimise any impact on the surrounding area.

In addition to applying for planning permission, a separate application will also be made to the Environment Agency for an environmental permit to operate the facility. The permit will set emission limits and chimney height based upon information submitted. All emissions will be continuously measured and monitored by the Environment Agency as regulator, and reported on our own website.

The Health Protection Agency, which is an independent UK agency responsible for protecting the public from environmental hazards, has reviewed the latest scientific evidence and concluded that modern, well run, regulated, energy recovery facilities do not present a significant risk to public health.

You can read this review at: www.hpa.org.uk

Local benefits

Veolia will work with local colleges and agencies to provide jobs and training to local people in the construction and operation of the RERF. Around three hundred temporary jobs will be created during the construction of the facility and around forty-five permanent posts – both technical and non-technical. We will also run apprenticeships, work placements and work experience schemes.

We will also support the economy in Leeds by working with local suppliers and recyclers, including charities, where possible. Veolia encourages its suppliers and contractors to buy locally and employ local people themselves.

What happens next?

We intend to submit our planning application for the RERF at Cross Green in Spring 2012. This application will be considered by the Local Planning Authority, who are independent of the waste procurement process, and a decision is expected early 2013. Whilst our planning application is being considered we will keep local communities updated via our dedicated website, freephone information line, e-mail alert service, text messaging service and community access points.

The development of the RERF may attract other investment into the area due to its iconic design and the potential availability of heat for suitable users.

The RERF is designed to increase recycling and recover energy, but it will also help local biodiversity with its living wall and extensive landscaping.

Our staff volunteering, education work and community sponsorship programme will support local charities and events.

As part of the consultation process we would like to hear your ideas about how you think the development can provide benefits to you.





Get involved

We want to discuss our proposed facility with local residents and businesses and hear your views to help shape our proposals before we submit our planning application.

We are particularly keen to establish a Community Liaison Group that will give representatives from the community the opportunity to get actively involved in shaping the proposals. If you would like to find out more about joining the

Community Liaison Group please contact us via email or post. Please remember to include your name and address.

We will send you more details about how the group will work along with an application form.

Contact us to find out how to become a member of the Community Liaison Group
E: leeds.enquiries@veolia.co.uk

Write to FREEPOST VEOLIA

To find out more, you can:

Call our dedicated, freephone information line on **0800 085 8980**.

The line is open Monday to Friday, 9am to 5pm, with an answerphone at all other times.

Visit **www.veolia.co.uk/Leeds**

This site includes:

- Regular updates as our proposals develop further
- A response form you can complete to ask questions and provide feedback
- An opportunity to register for regular email updates.

Email **Leeds.Enquiries@veolia.co.uk**

Write to **FREEPOST VEOLIA**

Or text **'VEOLIA' to '66777'** to receive regular text updates.



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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Safer and Stronger Communities)

Date: 13th February 2012

Subject: Financial Health Monitoring 2011/12 – Environment and Neighbourhoods Directorate

Are specific electoral Wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. At the request of the Scrutiny Board, the purpose of this report is to inform Members of the financial health of the Environment and Neighbourhoods Directorate after nine months of the financial year 2011/12.
2. The attached information has been provided by the Directorate's Head of Finance for the Board's consideration.
3. The Directorate's Head of Finance has been invited to today's meeting to present the attached information and address any further questions from the Board.

Recommendations

4. Members are asked to note the projected financial position of the Environment and Neighbourhoods Directorate after nine months of the financial year 2011/12.

Background documents

5. Report of the Director of Resources to Executive Board 10th February 2012. Financial Health Monitoring 2011/12 – Month 9.

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ENVIRONMENT AND NEIGHBOURHOODS: 2011/12 BUDGET

1.0 Introduction

This report sets out the financial position for Environment and Neighbourhoods at Period 9.

2.0 Overall Summary

The projected position for Environment and Neighbourhoods Directorate is an overspend of £1.511m, which is £0.06m lower than the previous position reported to Executive Board.

3.0 Explanation of the Projected Overspend

Staffing +£1,849k

The cost of staff in managing workforce change following the implementation of restructures is **£774k** and slippage in the implementation of a number of restructures within the Directorate will result in a net variation of **£352k**.

Within Refuse Collection, ongoing route support and attendance being slightly above the budgeted target is projected to cost **£600k**. Additional cost incurred for front line cover required for refuse staff training/appraisals **£109k** and additional costs of Refuse Christmas catch up **£76k**. However this is partially offset by using existing spare capacity on the new Garden routes to collect SORT from Hard to Access properties (**£168k**).

The cost of covering Time off in Lieu relating to bank holidays is likely to be around **£100k** above the budget.

A restructure of Household Waste Sites (HWSS) staffing is expected to cost around **£100k** in year, but this will be funded by targeted improvements in recycling rates at these sites.

The use of Agency and Overtime covering front line vacant posts throughout Environmental Services is an additional **£20k**. Most of these front line vacancies are now filled. In addition, vacant posts within Neighbourhood Services are projected at (**£75k**)

Premises & Supplies and Services (£412k)

Significant savings of over £1m which were budgeted for in waste disposal from new contracts continue to be on target to be delivered. In addition, further savings are being achieved from projected reductions in total waste arising, targeted recycling improvements at HWSS and the effect of not all waste contractors taking up the inflationary uplift. Together this is a total projected saving of (**£214k**).

The Home Energy Conservation Authority (HECA) survey has been delayed resulting in a saving of (£60k). Further, a saving of (£70k) is expected from the financing costs of bin purchases from a delay to rolling out brown bins.

Projections assume a spending freeze across the Directorate in these budget heads to contribute a net (£100k) after helping offset various minor overspends.

Transport £211k

Rising fuel prices are estimated to cost £182k across Environmental Services.

The cost of back up route support vehicles is £237k, although more effective use of normal spare vehicle cover and lower external hire and will save (£164k) across the Environmental Services Division.

Transfer Payments (£948k)

A delegated decision report has been approved by the Director of Environment and Neighbourhoods to implement the change in funding from Housing Benefit rather than Supporting People for support charges in Sheltered Housing. This commenced on the 7th November 2011. The forecast last month assumed this would be implemented in October, therefore due to slippage the actual saving realized is £51k less than last month.

Income + £823k

Car Parking income is currently projected to be £622k short of the budget overall. This variation can be explained by a combination of further reductions in PCN numbers £170k and on and off street fee income £352k. A delay in the identification of appropriate spaces to convert from short stay to long stay results in a further variation of £100k.

Income in Waste Management is anticipated to be £203k below budget as a result of a variation in the price received for recycled glass, lower gas generation at Gamblethorpe landfill site.

Variations in charges to capital schemes are offset primarily by additional income receivable from the Future Jobs Fund (net saving of £27k).

Housing Revenue Account (HRA)

Summary

At the end of **Period 9** the HRA is projecting a surplus of **£1,309k**. This is a movement of **£434k** from the position reported at Period 8 and is primarily due to the requirement to correctly reflect the allocation of costs between the General Fund and the HRA. This has resulted in an increased recharge of **£476k** which has been offset by a projected net increase of **£45k** in income from shops, service charges and dwelling rents.

Key variances from 2011/12 budget - Income

£2.4m of additional rental income is projected from dwellings and miscellaneous properties. This is in line with the projection at Period 8. The additional income is as a result of void levels being 1.1% lower than budgeted and planned demolitions starting later in the year than anticipated. Most of this additional income will be paid over to the ALMOs as additional void incentive payments.

Additional income of **£196k** is projected from shops.

Income from Heat Lease charges is projected to be **£130k** lower than budgeted due to less take up than anticipated. In addition **£100k** budgeted income from the Solar Panel Scheme will not be received due to the scheme being on hold. This reduction in income is offset by projected increased telecoms income (**£232k**) as a result of new lease agreements.

Housing Subsidy is showing a movement of **£16,449k** from the 2011/12 budget. This is in line with Period 8. The movement from budget is mainly due to interest rates being lower than budgeted and no subsidy being receivable this year for the Little London Beeston Hill & Holbeck (LLBH&H) PFI project, which is now anticipated to start in April 2012. This reduction in subsidy is offset by a corresponding reduction in capital charges to the HRA and the requirement to establish a Sinking Fund for the PFI project now deferred until 2012/13.

Key variances from 2011/12 budget - Expenditure

There are projected net savings of **£120k** on salaries and wages. This is an increase of £8k from Period 8 as a result of revised pension costs. The savings against budget are due to additional officers taking early retirement at the end of March 2011, the delay in the recruitment to approved posts and the impact of the JNC restructure within the Directorate. These savings are offset by staff being seconded to work on the implementation of the ALMO Business Centre Leeds (ABCL).

The supplies and services budget is projected to underspend by **£3,247k** which is in line with Period 8. The key movements from the 2011/12 budget are savings due to the delay in the LLBH&H PFI project (**£3,158k**) and slippage in the implementation of updates to the Keystone system (**£236k**) offset by unbudgeted expenditure for noise nuisance (**£62k**) and costs relating to Procurement 2011 (**£46k**)

Recharges are projected to overspend by **£882k**. This is due to the following key variances:

The full year effect of a post to manage Swarcliffe environmental works (**£24k**). This will be funded from earmarked reserves.

An increased recharge from the General Fund for the Sheltered Warden Service (**£167k**).

An increased recharge of **£476k** from the General Fund for the Family Intervention Programme, Victim Support scheme and other costs largely relating to the Housing Options function.

The funding of Project Management support for the ABCL Change in the Work Place Programme (**£47k**).

A projected increase in legal charges (**£150k**) in relation to the Mears case.

An increase in the recharge from Customer Services of **£35k**.

An analysis of disrepair cases as at the end of Period 9 has projected a saving against budget of **£82k** in the provision required for disrepair.

Capital charges are projected to reduce by **£4,770k** as a result of the reduction in interest rates. This saving is offset by a corresponding reduction in Housing Subsidy received.

Reserves

The HRA General Reserve is projected to be **£5.8m** as at the end of 2011/12. In addition, as agreed by Executive Board in March 2011, a £3m reserve has been created to support the move from the current housing subsidy system to the new HRA self financing regime which will be effective from April 2012.

GENERAL FUND (REVENUE)**Environmental Services - Period 9 Projected Outturn**

Division	Spend	£000 +	£000 -	£000 Sum
Car Parking	Staffing		(258)	
	other	69	(62)	
	Income	622		
		691	(320)	371
Waste Management	Staffing		(16)	
	Disposal Costs		(214)	
	Recycling Income	140		
	Gamblethorpe Income	63		
	Other	(48)		
		155	(230)	(75)
Waste Operations	Staffing	138		
	Fuel	14		
	Other	(72)		
		80	0	80
Refuse	Staffing - Back Up	499		
	Staffing - Other	675	(169)	
	Staffing - MWC	98		
	Staffing - PRP		(103)	
	Staffing - Xmas catchup	76		
	TOIL /Strike	100	(35)	
	Fuel	92		
	Transport - Back Up	237		
	Hire / SLA / Roll Outs		(164)	
	Bin Financing		(70)	
	Other	52	(41)	
		1,829	(582)	1,247
Locality / Env Health	Staffing - Cover	(45)	(63)	
	MWC	103		
	OOH OT		0	
	Fuel	71		
	Transport	8		
	FPN Income	24		
	Pest Control		(21)	
	Supplies		(137)	
	Other	12	(4)	
		173	(225)	(52)
Line By Lines	To be determined		(125)	(125)
TOTAL		2,928	(1,482)	1,446

Neighbourhood Services - Period 9 Projected Outturn

Division	Spend	£000 +	£000 -	£000 Sum
Community Safety	Staffing	179		
	Income	122		
	Other		(23)	
		301	(23)	278
Statutory Housing	Staffing	19		
	Income		(19)	
	Other		(14)	
		19	(33)	(14)
Regeneration Programmes	Staffing		(57)	
	Income	350		

	Supplies	117		
	Other		(25)	
		<u>467</u>	<u>(82)</u>	<u>385</u>
Employment & Skills	Staffing	150		
	Income		(126)	
	Supplies	60		
	Other		(26)	
		<u>210</u>	<u>(152)</u>	<u>58</u>
Resources, Strategy & Commissioning	Staffing	459		
	Income		(174)	
	Supplies		(847)	
	Community Centres	2		
	Other		(83)	
		<u>459</u>	<u>(1,102)</u>	<u>(643)</u>
Neighbourhood Services Total		<u>1,456</u>	<u>(1,392)</u>	<u>64</u>
ENVIRONMENT & NEIGHBOURHOODS TOTAL		<u>4,384</u>	<u>(2,874)</u>	<u>1,510</u>

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Safer and Stronger Communities)

Date: 13th February 2012

Subject: Work Schedule

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. A draft work schedule is attached as appendix 1. The work schedule has been provisionally completed pending on going discussions with the Board. The work schedule will be subject to change throughout the municipal year.
2. Also attached as appendix 2 and 3 respectively are the minutes of Executive Board on 4th January 2012 and the Council's current Forward Plan relating to this Board's portfolio.

Recommendations

3. Members are asked to:
 - a) Consider the draft work schedule and make amendments as appropriate.
 - b) Note the Executive Board minutes and Forward Plan

Background documents

4. None used

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Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	June	July	August
Reducing Burglary	Consider potential scope of review SB 12/06/11 @ 10am		
Anti-Social Behaviour	Consider potential scope of review SB 12/06/11 @ 10am		
Streetscene Services	Consider potential scope of review SB 12/06/11 @ 10am – (deferred to July)	Consider potential scope of review SB 18/07/11 @ 10am	
Role of the third sector and Council in mitigating the negative effects of the recession upon communities.	Consider potential scope of review SB 12/06/11 @ 10am		
Board initiated piece of Scrutiny work.	To consider potential areas of review.	Report on the 2010/11 Financial Outturn for Environment and Neighbourhoods. SB 18/07/11 @ 10 am	Review of Private Rented Sector Housing – scoping the review WG 15/08/11 @ 10 am Reform of Council Housing Finance (development of new HRA Business Plan) - WG session 1 - 08/08/11 @ 10 am Dog Control Orders – Phase 2 WG 18/08/11 @ 11 am Fuel Poverty – scoping the review WG 17/08/11 @ 11 am
Crime and Disorder Committee work.	To consider potential areas of review.		
Budget & Policy Framework			
Recommendation Tracking			
Performance Monitoring			

Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	September	October	November
Reducing Burglary	Presentation on the Leeds Burglary Reduction Strategy - SB 12/09/11		
Anti-Social Behaviour			
Streetscene Services			
Role of the third sector and Council in mitigating the negative effects of the recession upon communities.			Strategic Planning and Policy Board Third Sector Review – Progress Report SB 14/11/11 @ 10 am
Board initiated piece of Scrutiny work.	Reform of Council Housing Finance (development of new HRA Business Plan) WG session 2 - 05/09/11 @ 10 am Agree terms of reference for the Board's forthcoming inquiries on Private Rented Sector Housing and Fuel Poverty SB 12/09/11 @ 10 am Financial Health Monitoring Report SB 12/09/11 @ 10 am	Dog Control Orders – Phase 2 WG session 2 – 21/10/11 @ 10 am Fuel Poverty Inquiry – Session 1 WG 27/10/11 @ 10 am Financial Health Monitoring Report SB 10/10/11 @ 10 am Review of Health and Safety and Food Safety Regulatory Services within Environmental Health – agree terms of reference - SB 10/10/11 @ 10 am	Dog Control Orders – Phase 2 SB 14/11/11 @ 10 am Financial Health Monitoring WG 10/11/11 @ 10 am SB 14/11/11 @ 10 am PRS Housing Inquiry -Session 1 WG 08/11/11 @ 10 am Fuel Poverty Inquiry – Session 2 WG 21/11/11 @ 10 am Reform of Council Housing Finance (development of new HRA Business Plan) Session 3 WG – 4/11/11 @ 11 am SB 14/11/11 @ 10 am Health and Safety and Food Safety Regulatory Services Review Session 1 WG – 28/11/11 @ 10am
Crime and Disorder work			
Budget & Policy Framework			
Recommendation Tracking	Gypsy and Travellers Site Provision in Leeds - SB 12/09/11 @ 10 am	Offender Management - SB 10/10/11	ALMO Shared Service Centre SB 14/11/11
Performance Monitoring			

Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	December	January	February
Reducing Burglary			
Anti-Social Behaviour			
Streetscene Services			
Role of the third sector and Council in mitigating the negative effects of the recession upon communities.			
Board initiated piece of Scrutiny work.	Financial Health Monitoring Report SB 12/12/11 @ 10 am PRS Housing Inquiry -Session 2 (part 1) WG 06/12/11 @ 10 am Fuel Poverty Inquiry – Session 3 WG 15/12/11 @ 10 am Grounds Maintenance Contract Update SB 12/12/11 @ 10 am	Financial Health Monitoring Report SB 16/01/12 @ 10 am PRS Housing Inquiry -Session 2 (part 2) WG 05/01/12 @ 10 am PRS Housing Inquiry -Session 3 WG 09/01/12 @ 10 am Health and Safety and Food Safety Regulatory Services Review Session 3 WG – 30/01/12 @ 11am Car Parking Update - SB 16/01/12 Recycling Strategy Update SB 16/01/12 2012/13 Budget proposals for E&N WG – 04/01/12 @ 9.30 am Gypsies and travellers site provision WG – 10/01/12 @ 10 am	Financial Health Monitoring Report SB 13/02/12 @ 10 am Fuel Poverty Inquiry – Session 3 (part 2) WG 01/02/12 @ 10 am Fuel Poverty Inquiry – Session 4 WG 07/02/12 @ 11.30 am Pre-planning public consultation for the proposed Recycling and Energy Recovery Facility – Update report SB 13/02/12 @ 10 am Health and Safety and Food Safety Regulatory Services Review Final session WG – 27/02/12 @ 11am PRS Housing Inquiry – Final session WG 22/02/12 @ 10 am
Crime and Disorder Committee work.			
Budget & Policy Framework			
Recommendation Tracking		Housing Lettings Process SB 16/01/12 @ 10 am	
Performance Monitoring	Quarter 2 performance report SB 12/12/11 @ 10 am		

Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	March	April	May (TBC)
Reducing Burglary			
Anti-Social Behaviour		Update report following the Leeds Anti-Social Behaviour Review 'Operation Quest' SB 03/04/12 @ 10 am	
Streetscene Services			
Role of the third sector and Council in mitigating the negative effects of the recession upon communities.			
Board initiated piece of Scrutiny work.	Financial Health Monitoring Report SB 12/03/12 @ 10 am Fuel Poverty Inquiry – Final session WG 06/03/12 @ 10 am Local Lettings Policies - update SB 12/03/12 @ 10 am	Inquiry into Private Rented Sector Housing – draft inquiry report SB 03/04/12 @ 10 am Inquiry into Fuel Poverty – draft inquiry report SB 03/04/12 @ 10 am Review of Health and Safety and Food Safety Regulatory Services – draft report - SB 03/04/12 @ 10 am	
Crime and Disorder Committee work.		Police Reform and Social Responsibility Act - Update report SB 03/04/12 @ 10 am	
Budget & Policy Framework			
Recommendation Tracking	Phase 2 Dog Control Orders SB 12/03/12 @ 10 am		
Performance Monitoring	Quarter 3 performance report SB 12/03/12 @ 10 am		

Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 4TH JANUARY, 2012

PRESENT: Councillor K Wakefield in the Chair

Councillors J Blake, M Dobson,
R Finnigan, S Golton, P Gruen, R Lewis,
A Ogilvie and L Yeadon

Councillor J Procter – Substitute Member

161 Substitute Member

Under the terms of Executive Procedure Rule 2.3 Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter.

162 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That the public be excluded from the meeting during the consideration of the following parts of the agenda designated as exempt 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) Appendix 1 to the report referred to in Minute No. 168 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. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the disposal of the property/land then it is not in the public interest to disclose this information at this point in time. Also it is considered that the release of such information would, or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to 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 this 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 No. 173 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of

Draft minutes to be approved at the meeting
to be held on Friday, 10th February, 2012

Appendix 1 as exempt outweighs the public interest in disclosing the information at this point in time.

163 Late Items

The Chair admitted to the agenda, the following late items of business:

- (a) A report entitled, 'East Leeds Regeneration Board' (Minute No. 169 referred). It was deemed appropriate that this matter be considered by the Board as a matter of urgency in order to ensure that the Board received at the earliest opportunity the latest information and clarification with regard to the governance arrangements for the East Leeds Regeneration Board.
- (b) A report entitled, 'Letter from the Minister for Children and Families, Tim Loughton, regarding the Children's Services Improvement Notice', (Minute No. 182 referred). Following receipt of the correspondence from the Minister for Children and Families on the 21st December 2011, it was deemed appropriate that Executive Board members be provided at the earliest opportunity with the latest information regarding the lifting of the Improvement Notice upon Children's Services in Leeds.

164 Declaration of Interests

Councillor Dobson declared a personal interest in the agenda item entitled, 'Response to the Consultation on the Foundation Trust Application by Leeds NHS Trusts' due to being a member of Leeds Teaching Hospitals NHS Trust (Minute No. 173 referred).

Councillors Yeadon declared a personal interest in the agenda item entitled, 'Community First', due to her position on the Kirkstall Community First Panel and also a personal interest in the agenda item entitled, 'Response to the Consultation on the Foundation Trust Application by Leeds NHS Trusts', due to being a member of the Leeds Initiative: Health and Wellbeing Board (Minute Nos. 167 and 173 referred respectively).

Councillor Wakefield declared a personal interest in the agenda item entitled, 'Response to the Consultation on the Foundation Trust Application by Leeds NHS Trusts' due to being a member of the Leeds Initiative: Health and Wellbeing Board (Minute No. 173 referred).

Councillor Ogilvie declared a personal interest in the agenda item entitled, 'Community First', due to his position on his local Community First Panel (Minute No. 167 referred).

On behalf of Councillor Blake, who was scheduled to join the meeting at a later point, Councillor Wakefield declared that Councillor Blake had a personal interest in respect of the agenda item entitled, 'Community First', due to her position on her local Community First Panel and also a personal interest in the agenda item entitled, 'Response to the Consultation on the Foundation Trust Application by Leeds NHS Trusts', due to being a member of the Leeds

Initiative: Health and Wellbeing Board (Minute Nos. 167 and 173 referred respectively).

A further declaration of interest was made at a later point in the meeting (Minute No. 178 referred).

165 Minutes

RESOLVED – That the minutes of the meeting held on 14th December 2011 be approved as a correct record.

DEVELOPMENT AND THE ECONOMY

166 Deputation by Leeds Cycling Action Group

The Director of City Development submitted a report responding to the issues raised by the Leeds Cycle Action Group during the organisation's deputation to the Council meeting held on 16th November 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Correspondence on behalf of the National Federation of the Blind addressed to the Leader of Council had been tabled at the meeting for Board Members' consideration. The correspondence detailed the Federation's specific concerns regarding the proposed cycle way for Cookridge Street and Portland Crescent.

In responding the correspondence circulated, the Executive Member for Development and the Economy undertook to schedule a meeting between representatives of the Council and the Federation, in order to discuss their specific concerns.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the concerns of the Leeds Cycling Action Group be acknowledged together with the programmes and initiatives which are being pursued by the Council which aim to satisfy such concerns, whilst also maintaining a balance of provision for all road users.
- (c) That the Chief Officer of Highways and Transportation be invited to address the Cycling Consultation Forum.
- (d) That a meeting be scheduled between representatives of both the Council and the National Federation of the Blind, in order to discuss the specific concerns which had been highlighted by the Federation.

NEIGHBOURHOODS, HOUSING AND REGENERATION

167 Community First

The Assistant Chief Executive (Customer Access and Performance) submitted a report which aimed to raise awareness of the Community First

Draft minutes to be approved at the meeting
to be held on Friday, 10th February, 2012

and Community Organiser programmes. In addition, the report sought the Board's support for the Council's active engagement and co-operation in establishing the Community First Programme in Leeds, together with the undertaking that other programmes, where appropriate, would be aligned with the Community First initiative. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members welcomed the additional funding which would be received within targeted Wards, however, concerns were raised regarding the process by which the funding would be allocated, the extent to which the local authority had been involved in that process and how the targeted Wards had been identified.

Concerns were raised regarding the remit and the accountability arrangements for the Community Organisers. In addition, Members further considered the criteria which had been used to identify the targeted Wards and enquired how the funding would be used to specifically address those issues on which the selection criteria had been based, such as benefit claimant levels. In response, it was requested that a report was submitted to a future meeting of the Board in order to clarify such matters.

RESOLVED –

- (a) That the Council's active engagement and co-operation in establishing the Community First Programme in Leeds be supported.
- (b) That the alignment of the programme with other relevant initiatives be endorsed.
- (c) That the Board's awareness of the Community Organisers' Programme and the potential relationships with other related programmes, be noted.
- (d) That a further report be submitted to a future meeting of the Board in order to clarify those matters relating to the initiative which had been raised during the discussion.

168 60, Sholebroke Avenue, Chapeltown, LS7

Further to Minute No. 21, 22nd June 2010, the Director of Environment and Neighbourhoods submitted a report which sought approval to sell 60, Sholebroke Avenue, Chapeltown, to Unity HA at a less than best consideration in order to bring the property back into use as a 7 bedroomed family home for a family to be housed from the housing register. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

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

RESOLVED – That 60, Sholebrook Avenue be sold at a less than best consideration and on the terms detailed within the exempt appendix to the submitted report to Unity HA, in order that the property can be refurbished to Code Level 3 for Sustainable Homes, and brought back into use as a 7 bedroomed family house.

169 East Leeds Regeneration Board

The Director of Environment and Neighbourhoods submitted a report outlining proposals regarding the establishment of area regeneration sub-boards to the overarching Housing and Regeneration Strategic Partnership Board, whilst also seeking Executive Board's endorsement of the governance arrangements set out for the East Leeds Regeneration Board. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Copies of the report and appendices had been circulated to all relevant parties following the publication of the agenda papers.

Following Members' enquiries, the Board received clarification with regard to the status of the Shadow Board. It was also emphasised that the Sub Board, when it became operational, would be an advisory body only. In addition, assurances were received regarding the composition of, and the appointment process to the East Leeds Regeneration Board. Enquiries were also raised regarding the geographical area covered by the Board and the added value that the proposals would bring.

Responding to a specific request that opposition representation on the Board was allowed to be taken from the overall membership of each opposition group, rather than just from those opposition Members representing the affected Wards, it was stated that this request would be given serious consideration.

In conclusion, the Chair acknowledged that further work was required to be undertaken with regard to regeneration in other parts of the city. Specifically in relation to the work currently being undertaken in East Leeds, further consideration could be given to the current model by Executive Board, should concerns remain.

RESOLVED –

- (a) That the proposal to establish area regeneration sub-boards, be noted.
- (b) That the arrangements for the East Leeds Regeneration Board, as detailed within the submitted report, be endorsed.

LEISURE

170 Review of Leeds City Council Gymnastics Training Scheme

The Director of City Development submitted a report seeking approval to transfer the operation of the Leeds Gymnastics Training Scheme from Leeds City Council to the City of Leeds Gymnastics Club Community Interest

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Company, which would help develop gymnasts to reach their full potential, with a reducing contribution from the Council. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Executive Member for Leisure paid tribute to all of those who had been involved in getting the scheme to its current position, particularly the City of Leeds Gymnastics Club.

Assurances were received in response to enquiries regarding the consultation process which had been undertaken.

RESOLVED –

- (a) That the transfer of the Leeds Gymnastics Training Scheme from Leeds City Council to the City of Leeds Gymnastics Club Community Interest Company from 1 April 2012 be approved.
- (b) That approval be given to Leeds City Council providing financial support to City of Leeds Gymnastics Club Community Interest Company up to a maximum of £250,000 over the next 4 year period.
- (c) That approval be given to Leeds City Council acting as guarantor on the leasehold (Unit 1 Limewood Business Park) for a period of 4 years commencing on 1st February 2012 and terminating 31st January 2016.

ADULT HEALTH AND SOCIAL CARE

171 Response to the Deputation to Council by the Access Committee for Leeds about celebrating volunteers of Leeds

The Assistant Chief Executive (Customer Access and Performance) together with the Director of Adult Social Services submitted a joint report responding to the issues raised by the Access Committee for Leeds during the organisation's deputation to the Council meeting held on 16th November 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

On behalf of the Board, the Chair thanked of those volunteers and voluntary organisations throughout Leeds who made an excellent contribution to the city.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the work which is taking place to support volunteering and the Third Sector be noted.
- (c) That Adult Social Care's approach towards ensuring that a diverse care market thrives in Leeds, and where localism and volunteering are

valued and encouraged alongside a wide variety of other providers, be noted and endorsed.

172 Outline Plan for Brook House, St Anne's on Sea

The Director of Adult Social Services submitted a report outlining proposals with regard to the future of Brook House. In summary, the report proposed to cease the use of Brook House, sell the property and pass the proceeds of the sale to Leeds Community Foundation, which would hold the sum in trust for those people of Leeds who broadly met the requirements of the bequest, in order to support their access to their individual choice of holiday arrangements. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In responding to enquiries, officers undertook to provide Members with details of any similar properties within the Council's possession which were located outside of the city boundary.

RESOLVED – That the following be approved, subject to the acceptance of the proposed course of action by the Charity Commission:-

- The Council submit a proposal to the Charity Commission for the disposal of the property known as Brook House demonstrating why the intended new purpose is in the best interest of the charity.
- That if approval is given by the Charity Commission to the Council's proposals, the Council proceeds with the sale of the property known as Brook House.
- The Council continues to work with Leeds Community Foundation to further an agreement on the establishment of a trust fund to continue to meet the broad requirements of the bequest from Harry Brook.

173 Response to the consultation on Foundation Trust application by Leeds' NHS Trusts

The Director of Adult Social Services submitted a report providing details of the Foundation Trust application process being undertaken by the Leeds NHS Trusts and which enabled the Board to consider and respond to the potential impact of such matters upon the local authority. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Following consideration of Appendix 1 to the submitted 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 implications for the Local Authority arising from the Foundation Trust applications being undertaken by the Leeds NHS Trusts, be noted.
- (b) That the submission of the formal consultation responses be approved.
- (c) That a report providing further details regarding the current landlord and tenant issue between the Council and the Teaching Hospitals Trust, as outlined within exempt appendix 1 to the report, be submitted in due course.

174 Public report of the Local Government Ombudsman regarding a complaint about a joint service provided by the Council and Leeds Community Healthcare NHS Trust

The Director of Adult Social Services submitted a report which informed the Board of a finding of maladministration with injustice, in a report issued by the Local Government Ombudsman in November 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

On behalf of the Council, the Board and the Chief Executive conveyed their full and unreserved apologies to the family concerned for the service which they had received. In addition, the Board acknowledged the swift and positive actions taken by both the Council and Leeds Community Healthcare NHS Trust following receipt of the complaint, whilst tributes were also paid to the invaluable work which continued to be undertaken throughout the city within the area of Adult Social Care.

RESOLVED -

- (a) That the Ombudsman's Report and findings, together with the Council's response be received and noted.
- (b) That it also be noted that this case dates back as far as 2008 and since then the Council has provided a significant training programme to workers in the areas of Safeguarding Vulnerable Adults and the Mental Capacity Act.

RESOURCES AND CORPORATE FUNCTIONS

175 Financial Health Monitoring 2011/12 - Month 8

The Director of Resources submitted a report setting out the Council's projected financial health position after eight months of the financial year. The report reviewed the position of the budget after eight months and commented upon the key issues impacting on the overall achievement of the budget for the current year. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Following Members' enquiries, the Board was provided with the latest budgetary position within Environmental Services, specifically in relation to the

provision of waste disposal. In addition, clarification was also provided to Members regarding the proposed allocation of the income which had been received from NHS Leeds.

In conclusion, the Chair welcomed the all party approach which continued to be taken towards addressing the Council's current budgetary position. In addition, he paid tribute to all the actions which had been taken to achieve the savings made to date, whilst emphasis was also placed upon the vital nature of the services the Council continued to provide to vulnerable groups.

RESOLVED - That the projected financial position of the authority after eight months of the financial year be noted.

176 Large Casino - Approval of revised Gambling Act 2005 Statement of Licensing Policy 2010-2012

The Director of Resources submitted a report presenting comments from the Scrutiny Board (Resources and Council Services) on the revised Gambling Act 2005 Statement of Licensing Policy which contained a statement of the principles that the Council would apply when determining the large casino licence. In addition, the report also presented the comments from the same Scrutiny Board on the Consultation Report which was the proposed Council response to the public consultation exercise on the large casino section in the Policy, and the draft application pack. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Copies of the Statement of Licensing Policy 2010-2012 together with the Consultation Report had been circulated to Board Members for their consideration at the time of the agenda despatch.

RESOLVED –

- (a) That the comments made by Scrutiny Board (Resources and Council Services) on the revised Gambling Act 2005 Statement of Licensing Policy 2010-2012 and the consultation report be noted as the Council's response to the public consultation.
- (b) That the Statement of Licensing Policy 2010 – 2012, together with the associated Consultation Report be referred to full Council for approval.

(The matters referred to within this minute were not eligible for Call In, as the ultimate determination of such matters are reserved to Council)

DEVELOPMENT AND THE ECONOMY

177 Response to Deputation from Scott Hall and Sholebroke Tenants' and Residents' Association regarding the need for a Formal Crossing Facility on Scott Hall Road

The Director of City Development submitted a report responding to the issues raised by the Scott Hall and Sholebroke Tenants' and Residents' Association during the organisation's deputation to the Council meeting held on 16th

November 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Executive Member for Development and the Economy advised that the matters raised by the deputation would continue to be monitored.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the concerns raised by residents be acknowledged.
- (c) That approval be given to a further survey being undertaken at a different time of year in order to capture any potential additional seasonal pedestrian demand.

178 Interim Affordable Housing Policy

Further to Minute No. 221, 18th May 2011, the Director of City Development submitted a report providing a response to the recommendation of Scrutiny Board (Regeneration) agreed by the Scrutiny Board on 29th November 2011, which asked that the Executive Board “reconsiders this interim housing policy as a matter of urgency with a view to reinstating the 2008 affordable housing targets in relation to Greenfield sites”. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Councillor J Procter, as Chair of the Scrutiny Board (Regeneration) highlighted the issues which had been raised during the Scrutiny Inquiry, which had led to the recommendation to Executive Board.

Concerns were raised in relation to the retrospective applications which had been submitted by some developers in line with the lower affordable housing provision percentage targets of the interim policy, despite already having planning permission with agreements for provision of affordable housing at the previous higher level, with specific emphasis being placed upon those instances concerning Greenfield sites.

Responding to the concerns raised, it was emphasised that the interim policy needed to be maintained in order to stimulate the industry, however, Members noted that the matter would be closely monitored and would be resubmitted to the Board for review as appropriate, in order to adapt to any changes within the housing market.

In instances where permissions had been granted at appeal, but developers had yet to submit new planning applications for reduced contributions, Members highlighted as a potential way forward, the scope that the Local Planning Authority had to reconsider Section 106 packages on a case by case basis, and in consultation with local Members and communities could seek increased affordable housing contributions as a priority at the expense of other funding areas.

RESOLVED –

- (a) That the existing 2011 Interim Affordable Housing policy targets as agreed by Executive Board in May 2011 be retained.
- (b) That a monitoring report on the progress of the revised policy be received by the Board in Summer 2012.
- (c) That it be clarified that the implementation period is 2 years from the date of the decision to grant planning permission, subject to Section 106 obligations in order to secure the early delivery of affordable housing and that at the end of 2 years if not implemented, the percentage of affordable housing will revert to whatever the policy is at the time.
- (d) That on those Greenfield sites which are granted at appeal with higher levels of affordable housing, and where lower levels of affordable housing is sought in accordance with the interim policy, regard is had to the content of the overall Section 106 package together with local priorities, in consultation with Ward Members and local communities.

(Councillor Golton declared a personal interest in this matter, due to having relatives working within the building trade)

(Under the provisions of Council Procedure Rule 16.5, Councillor Finnigan required it to be recorded that he voted against the decisions taken above)

179 Bradford's Core Strategy: Further Engagement Draft 2011

The Director of City Development submitted a report identifying a number of policies and proposals detailed within Bradford's Core Strategy: Further Engagement Draft 2011, which had the potential to impact significantly upon Leeds. In addition, the report also recommended the submission of a response to Bradford's Core Strategy, as appended to the submitted report. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members welcomed the recommendations within the report, but highlighted that similar issues may need to be addressed in respect to other neighbouring Local Authorities' Core Strategy documents. Responding to a specific enquiry, the Board noted that Kirklees Council's Core Strategy was not yet at the same stage as Bradford's and therefore the opportunity had not yet arisen to provide a response to it.

Following comments raised regarding the role which could be played by the Leeds City Region on this issue and the benefits of a cohesive approach being taken between authorities, the Chief Executive emphasised the good working relationships which existed between Leeds and Bradford and advised that further re-engagement could be made with other local authorities and on a Leeds City Region basis in addressing such matters, whilst further officer time could also be invested.

RESOLVED – That the Board formally object to Bradford's Core Strategy: Further Engagement Draft, on the basis that:

- (i) proposals for redrawing the Green Belt boundary to enable development at Holme Wood and Menston would encroach into the strategic gap between Leeds and Bradford leading toward a merging of the two cities.
- (ii) traffic congestion and hazards would be created to roads in Leeds, particularly the A657 and routes to Drighlington and beyond, and the A65.

180 Neighbourhood Planning - Consultation Response to the Government's Draft Regulations for Reform

Further to Minute No. 121, 2nd November 2011, the Director of City Development submitted a report which presented for approval and subsequent submission to the Department for Communities and Local Government (DCLG), the Council's draft response to the Government's proposals regarding the reform of Neighbourhood Planning; Community Right to Build and Neighbourhood Development Orders. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Concerns were raised regarding the resource and budgetary implications arising from the Government's proposals which would be placed upon the Council and it was suggested that representations were made to the Government emphasising that in order to ensure the proposals were implemented successfully, additional resource would be required.

The Board considered the differing approaches towards the initiative which would be adopted by individual communities and Parish and Town Councils, and highlighted the role of Area Committees and Area Management in neighbourhood planning matters.

RESOLVED –

- (a) That the contents of the submitted report, in association with the previous background information received by the Board at the meeting held on 2nd November 2011, be noted.
- (b) That the response to the Government's proposals for reform of Neighbourhood Planning; Community Right to Build and Neighbourhood Development Orders, as set out within section 3 of the submitted report and also in the questionnaire attached as Appendix 1 be approved, and that the response be submitted to the Department for Communities and Local Government before 5th January 2012.
- (c) That the submitted report be circulated to Town and Parish Councils for their information.

(The matters referred to within this minute were not eligible for Call In, due to the 5th January 2012 deadline for responding to the DCLG consultation process on the draft neighbourhood planning regulations)

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to be held on Friday, 10th February, 2012

CHILDREN'S SERVICES

181 Primary Basic Need 2013 - Outcome of Consultation on Proposals for Expansion of Primary Provision in 2013

The Director of Children's Services submitted a report which detailed the outcomes arising from the public consultation exercises undertaken regarding the expansion of primary provision across the city. In addition, the report made several recommendations with respect to the next steps for each of the proposals detailed within the submitted report. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In presenting the report, it was noted that regarding the Florence Street proposal, further consideration would need to be given to the activities on the existing refuse site which was in the proximity of the proposed school site. In addition, the strong representations which had been made regarding the proposal for the South Leeds Sports Centre site were acknowledged, and it was noted that work was ongoing in considering whether both leisure and educational provision could be accommodated on that same site.

In discussing this matter, Members highlighted the proposed significant expansion of Morley Newlands Primary School, received assurances regarding the work being undertaken in respect of Free Schools in Leeds and were provided with details regarding the costing exercise with respect to the decontamination work required at the Florence Street site. Having received details of what the temporary accommodation arrangements proposed within the submitted report entailed, assurances were provided that implementing such measures would be done in consultation with local Ward Members.

RESOLVED –

- (a) That the publication of an 'invitation to bid' statutory notice for a proposed new 420 place school with 26 place nursery on land at Florence Street to serve families in that area, be approved.
- (b) That the publication of an 'invitation to bid' statutory notice for a proposed new 420 place school with 26 place nursery on land at the former South Leeds sports centre to serve families in that area, be approved.
- (c) That the publication of a statutory notice for the expansion of Morley Newlands Primary School from 420 pupils to 630 pupils be approved.
- (d) That it be noted the authority will commission temporary increases in a number of areas whilst further evidence is gathered to identify permanent expansion proposals.

182 Letter from the Minister for Children and Families, Tim Loughton, regarding the Children's Services Improvement Notice

The Director of Children's Services submitted a report presenting for consideration a letter from the Minister for Children and Families, Tim Loughton, to the Leader of the Council, which confirmed that the Improvement Notice placed upon Leeds Children's Services in March 2010 had been lifted with immediate effect. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Copies of the report and appendices had been circulated to all relevant parties following the publication of the agenda papers.

The Board paid tribute to and thanked all officers involved, members of the Improvement Board, the Executive Member for Children's Services and the Director for all of their efforts which had led to the Minister for Children and Families lifting the Improvement Notice for Children's Services in Leeds. However, it was acknowledged that work would continue in order to ensure that Children's Services provision across the city continued to improve.

RESOLVED –

- (a) That the removal of the Improvement Notice from Children's Services in Leeds be noted, and it be acknowledged that this is an important milestone for the ongoing improvement journey.
- (b) That the important role which the Improvement Board has played in supporting the improvements made be formally acknowledged, and in particular, the Independent Chair, Bill McCarthy, together with the Support and Challenge Advisor, Penny Thompson, and all the partner agencies on the Board be thanked for their key contributions.
- (c) That the workforce of the Council together with its partners be thanked for achieving this significant milestone, in addition to their continued support in rising to the outstanding performance challenges faced.

DATE OF PUBLICATION: 6TH JANUARY 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 13TH JANUARY 2012 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 16th January 2012)

Draft minutes to be approved at the meeting
to be held on Friday, 10th February, 2012



FORWARD PLAN OF KEY DECISIONS

Relating to Scrutiny Board (Safer and Stronger Communities)

1 February 2012 – 31 May 2012

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 February 2012 – 31 May 2012. The Plan is updated monthly and is available to the public 14 days before the beginning of each month.

What is a Key Decision?

A Key decision, as defined in the Council's Constitution is an executive decision which is likely to:

- result in the Authority incurring expenditure or making savings over £250,000 per annum, or
- have a significant effect on communities living or working in an area comprising 2 or more wards

What does the Forward Plan tell me?

The Plan gives information about:

what key decisions are coming forward in the next four months
when those key decisions are likely to be made
who will make those decisions
what consultation will be undertaken
who you can make representations to

Who takes key decisions?

Under the Authority's Constitution, key decisions are taken by the Executive Board or Officers acting under delegated powers.

Who can I contact?

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item. In addition, the last page of the Forward Plan gives a complete list of all Executive Board members.

How do I make contact?

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact, please ring Leeds City Council and staff there will be able to assist you:

Leeds City Council - Telephone: 0113 2474357

How do I get copies of agenda papers?

The agenda papers for Executive Board meetings are available five working days before the meeting from:

Governance Services, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 2474350

Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

On occasions, the papers you request may contain exempt or confidential information. If this is the case, it will be explained why it will not be possible to make copies available.

Where can I see a copy of the Forward Plan?

The Plan can be found on the Leeds City Council Website www.leeds.gov.uk. The Plan is regularly updated and for legal reasons is formally published on a monthly basis on the following dates:

2011/12

16 th June 2011	17 th December 2011
15 th July 2011	17 th January 2012
17 th August 2011	15 th February 2012
16 th September 2011	16 th March 2012
17 th October 2011	16 th April 2012
16 th November 2011	

About this publication

For enquiries about the Forward Plan of Key Decisions please:

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We will then make arrangements for an interpreter to contact you. We can assist with any language and there is no charge for interpretation.

(Bengali):-

যদি আপনি ইংরেজীতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে 0113 2243462 এই নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

(Chinese):-

凡不懂英語又須協助解釋這份資料者，請致電 0113 22 43462 並說明本身所需語言的名稱。當我們聯絡傳譯員時，請勿掛斷電話。

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की ज़रूरत है, तो कृपया 0113 224 3462 पर फ़ोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फ़ोन पर कुछ देर के लिए इंतज़ार करना होगा) और उस दौरान हम किसी इंटरप्रिटर (दुभाषिए) से संपर्क करेंगे।

(Punjabi):-

ਅਗਰ ਤੁਸੀਂ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਲੇਖ ਪੱਤਰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰ ਕੇ 0113 22 43462 'ਤੇ ਟੈਲੀਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਪਣੀ ਭਾਸ਼ਾ ਦਾ ਨਾਮ ਦੱਸੋ। ਅਸੀਂ ਤੁਹਾਨੂੰ ਟੈਲੀਫ਼ੋਨ 'ਤੇ ਹੀ ਰਹਿਣ ਲਈ ਕਹਾਂਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂਗੇ।

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 22 43462 پر فون کریں اور ہمیں اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ کو لائن پر ہی انتظار کرنے کیلئے کہیں گے اور خود ترجمان (انٹرپرائزر) سے رابطہ کریں گے۔

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 February 2012 to 31 May 2012

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to invoke Contracts Procedure Rule 25.1 to invoke the twelve month extension period to the existing 2+1 year Supporting People contract with Leeds Housing Concern from 11.12.2011 to 10.12.2012 Approval to invoke Contracts Procedure Rule 25.1 to invoke the 12 month extension period to the existing 2+1 year Supporting People Contract with Leeds Housing Concern from 11.12.2011 to 10.12.2012	Director of Environment and Neighbourhoods	1/2/12	n/a	Report to be presented to the Delegated Decision Panel prior to decision being taken	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to enter into a further 6(+6) month contract with CRI for the DIP and Integrated Offender Management Services at a cost of £979,129.00 (annualised amount) Authorisation to enter into a further 6(+6) month contract with CRI for the DIP and Integrated Offender Management Services at a cost of £979,129.00 (annualised amount)	Director of Environment and Neighbourhoods	1/2/12	n/a	Report to be presented to the Environments and Neighbourhoods Delegated Decision Panel	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies	Director of Environment and Neighbourhoods	1/2/12	None	Delegated Decision Report	neil.evans@leeds.gov.uk
Advice Agency grant allocations 2012/13 Approval of grant allocations to advice agencies including:- Leeds Citizens Advice Bureau, Chapeltown Citizens Advice Bureau and Leeds Law Centre for 2012/13.	Director of Environment and Neighbourhoods	1/2/12	Consultation with advice agencies, LCC Officers and with Executive Member.	Report to be presented to Delegated Decision Panel, Environment and Neighbourhoods	julie.staton@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Asbestos removal contract To further extend the Asbestos removal contract for Aire Valley homes and West North West homes from 7 March 2011 to 1 October 2012.	Director of Environment and Neighbourhoods	1/2/12	Previously undertaken: The in house contractor, Property Maintenance has been consulted this proposed extension	None.	simeon.perry@leeds.gov.uk
Pest Control Tender Tender for a reactive pest control service to domestic properties within the Leeds boundary by a single external service provider.	Chief Officer Environmental Services	1/3/12	Executive Member for Environmental Services	Pest Control Tender Service Specification	ian.masterton@leeds.gov.uk
Leeds Tenants Federation Approval of Annual Grant to Leeds Tenants Federation	Director of Environment and Neighbourhoods	1/3/12	Development id the grant agreement is in partnership with Leeds Tenants Federation. Leeds Tenants Federation will develop their service plan.	Grant Agreement and LTF Service Plan	simeon.perry@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
East North East Homes Leeds Gas Servicing Contract Approval for LCC to enter into a 4 year contract with an external provider to deliver a 3* Gas servicing/Maintenance programme to East North East Homes Leeds properties. Procurement will be via the Fusion 21 Procurement Framework.	Director of Environment and Neighbourhoods	29/3/12	Previously undertaken	Tender report including Fusion21 recommendations based on selection criteria. (Signed Waiver to use framework, Report to ENEHL Board of Directors considering procurement options).	tony.butler@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

Resources and Corporate Functions	Councillor Keith Wakefield
Development and the Economy	Councillor Richard Lewis
Environmental Services	Councillor Mark Dobson
Neighbourhoods Housing and Regeneration	Councillor Peter Gruen
Children's Services	Councillor Judith Blake
Leisure	Councillor Adam Ogilvie
Adult Health and Social Care	Councillor Lucinda Yeadon
Leader of the Conservative Group	Councillor Andrew Carter
Leader of the Liberal Democrat Group	Councillor Stewart Golton
Leader of the Morley Borough Indep	Councillor Robert Finnigan

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

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Vision for Leeds	Council	To be confirmed	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Planning, Policy and Improvement)
Council Business Plan	Council	July 2013	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Safer and Stronger Communities Plan (includes Safer and Stronger Communities City Priority Plan)	Council	July 2013	Via Executive Board, Scrutiny Board (Safer and Stronger Communities), Leeds Initiative Board, Safer and Stronger Communities Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods

NOTES:

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

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