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## SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

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Meeting to be held in Civic Hall, Leeds on  
Monday, 12th March, 2012 at 10.00 am

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

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### 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;

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

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**Agenda compiled by:**  
**Andy Booth**  
**Governance Services**  
**Civic Hall**  
**LEEDS LS1 1UR**  
**Tel: 24 74325**

**Principal Scrutiny Adviser:**  
**Angela Brogden**  
**Tel: 24 74553**

# A G E N D A

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

3

### **LATE ITEMS**

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

### **DECLARATIONS OF INTEREST**

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.

5

### **APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES**

To receive any apologies for absence and notification of substitutes.

6

### **MINUTES - 13 FEBRUARY 2012**

1 - 4

To confirm as a correct record, the minutes of the meeting held on 13 February 2012

7

### **LOCAL LETTINGS POLICIES ANNUAL REVIEW**

5 - 18

To consider a report from the Director of Environment and Neighbourhoods on the outcome of the LLP review.

8

### **2011/12 QUARTER 3 PERFORMANCE REPORT**

19 -  
34

To consider a report from the Assistant Chief Executive (Customer Access and Performance) summarising the quarter 3 performance data relevant to the Scrutiny Board

9

### **FINANCIAL HEALTH MONITORING 2011/12**

35 -  
44

To consider the financial position of the Environment and Neighbourhoods Directorate after 10 months of the 2011/12 financial year.

10

**RECOMMENDATION TRACKING**

45 -  
56

To receive an update report on progress made in responding to the recommendations arising from the previous Scrutiny review of the Phase 2 Dog Control Orders project.

11

**WORK SCHEDULE**

57 -  
96

To consider the Board's Work Schedule

12

**DATE AND TIME OF NEXT MEETING**

Tuesday, 3 April 2012 at 10.00 a.m. Pre-meeting for all Board Members at 9.30 a.m.

# Agenda Item 6

## SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 13TH FEBRUARY, 2012

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

Councillors P Grahame, R Grahame,  
K Groves, J Hardy, P Harrand, G Hyde,  
J Jarosz, J Marjoram, C Townsley, and  
G Wilkinson

### 78 **Declarations of Interest**

Councillor G Hyde declared a personal interest in Agenda Item 8, Financial Health Monitoring, due to his position as a Director with the East North East Homes ALMO.

Councillor G Wilkinson declared a personal interest in Agenda Item 8, Financial Health Monitoring, due to his position as a Director with the East North East Homes ALMO.

Councillor J Hardy declared a personal interest in Agenda Item 8, Financial Health Monitoring, 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, Financial Health Monitoring, due to his position as a Director with the East North East Homes ALMO and a member of the Swarcliffe PFI Partnership Forum.

Councillor P Grahame declared a personal interest in Agenda Item 8, Financial Health Monitoring, having chaired the Swarcliffe PFI Partnership Forum.

### 79 **Apologies for Absence and Notification of Substitutes**

Apologies for absence were submitted on behalf of Councillors J Marjoram and N Walshaw. Councillor P Grahame was in attendance as substitute for Councillor N Walshaw and Councillor G Wilkinson was in attendance as a substitute for Councillor J Marjoram.

### 80 **Minutes - 16 January 2012**

**RESOLVED** – That the minutes of the meeting held on 16<sup>th</sup> January 2012 be confirmed as a correct record.

### 81 **Overview of Veolia Environmental Services pre-planning public consultation for the RERF**

Draft minutes to be approved at the meeting  
to be held on Monday, 12th March, 2012

In November 2011, the Executive Board appointed Veolia ES Aurora Limited as the preferred bidder to treat Leeds' residual household waste for the next 25 years. The report of the Director of Environment and Neighbourhoods provided the Scrutiny Board with an overview of Veolia's consultation activities undertaken to date and also the proposed activities for February and March prior to the submission of their planning application for the Recycling and Energy Recovery Facility, which is due to be submitted in late Spring 2012.

The following were in attendance for this item:

- Andrew Lingham, Waste Strategy and Policy Manager
- John O'Sullivan, Project Director, Veolia Environmental Services
- Peter Scholes, Managing Director, Urban Mines

The Chair reported that Councillor Mark Dobson, Executive Member for Environmental Services, was unable to attend the meeting due to a recent family bereavement. Scrutiny Board Members therefore passed on their condolences to Councillor Dobson and his family.

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

- The Scrutiny Board acknowledged the efforts made by Veolia to publicise information about the proposal and also engage with local residents. This included the development of a website ([www.veolia.co.uk/Leeds](http://www.veolia.co.uk/Leeds)); mail out of leaflets and flyers to 11,500 residents; a free telephone help line, an enquiry e-mail address; drop-in sessions; political briefings and presentations at Community Forum meetings.
- Despite such publicity, Members were disappointed to note that the drop-in sessions in January only received around 85 visitors. A brief analysis of the completed feedback forms from these sessions was tabled at the meeting for Members' information. However, it was noted that there was a broader body of consultation feedback in relation to this initial phase of the consultation that could be made available.
- Members sought further clarification of the types of issues raised by visitors at the drop-in sessions.
- Particular reference was made to the health impacts surrounding the proposal. Members acknowledged that an Environmental Impact Assessment will need to be conducted in support of the planning application. As part of the planning consultation, input will be required from the Environment Agency and the Leeds Primary Care Trust.
- During the meeting, Councillor R Grahame provided the Chair with a copy of the Environmental Statement for the Knostrop Clinical Waste Incinerator, prepared by Environmental Resources Ltd in May 1991, and requested that a copy be forwarded onto the Waste Strategy and Policy Manager following the meeting.
- Reference was made to the Community Liaison Group, established to help Veolia understand local needs and opinions. The first meeting of this group was held on 2<sup>nd</sup> February. It was noted that this group will

Draft minutes to be approved at the meeting  
to be held on Monday, 12th March, 2012

determine its own membership and is already made up of representatives from various community groups. The Scrutiny Board requested details of the current membership.

- It was acknowledged that Veolia are in regular email contact with NO2 Incinerator and they have already been invited to join the Community Liaison Group. Veolia also contacted Friends of the Earth via their website and the Council's Leeds Friends of the Earth contact via email, but had received no responses.
- Members acknowledged that a further round of intensive consultation was planned for March which would provide greater detail on the proposals, including the results of the site exploration surveys, environmental impact assessments and traffic assessments.

## **RESOLVED –**

- (1) That the report and discussion be noted.
- (2) That a further update on the consultation process be provided to Scrutiny for information prior to the submission of the planning application.

## **82 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 nine months of the financial year 2011/12.

Richard Ellis, Head of Finance, Environment and Neighbourhoods, was in attendance for this item.

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

- Members sought clarification around the projected recycling rates.
- It was reported that due to a short slippage in implementing the change in funding from Housing Benefit rather than Supporting People for support charges in Sheltered Housing, the actual saving realised was £948K (£51K less than projected the previous month).
- Further clarification was sought regarding funding for a post to manage Swarcliffe environmental works (£24k) and also the details of this particular post.
- Reference was made to Government funding grants being made available to improve shop frontages. However, it was noted that such funding would need be accessed by the businesses themselves.
- Members acknowledged that the views expressed by Scrutiny on the initial 2012/13 budget proposals had been taken into account by the Executive Board when it considered the budget proposals at its meeting on 10<sup>th</sup> February 2012.

**RESOLVED** – That the financial health monitoring report in relation to month 9 and discussion be noted.

### **83 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.

As part of the work schedule, Members were asked to note the forthcoming working group meetings:

- Inquiry into Private Rented Sector Housing – Wednesday 22<sup>nd</sup> February 2012 at 10 am
- Review of Health & Safety and Food Safety Regulatory Services – Monday 5<sup>th</sup> March 2012 at 1 pm
- Inquiry into Fuel Poverty – Tuesday 6<sup>th</sup> March 2012 at 10 am

**RESOLVED** – That the report and discussion be noted

### **84 Date and Time of Next Meeting**

Monday, 12<sup>th</sup> March 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 Safer and Stronger Communities Scrutiny Board

**Date: 12 March 2012**

## Subject: Local Lettings Policies Annual Review

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 checked="" type="checkbox"/> Yes	<input 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. Local lettings policies (LLPs) allow the Leeds Arms Length Management Organisations (ALMOs) and the Belle Isle Tenant Management Organisation (BITMO) to give preference for accommodation to defined groups of customers outside the reasonable preference groups. Leeds has a number of LLPs which give preference for lettings of council homes to customers on the basis of their age, employment status or local connection to a housing office area.
2. LLPs are reviewed annually to provide the opportunity to monitor the LLPs against their original stated aims and objectives. LLPs require the approval of both the relevant ALMO / BITMO Board and delegated approval.

### Recommendations

3. This report updates Scrutiny Board on the outcome of the LLP review.

## **Purpose of this report**

- 1.1 This report provides information to Scrutiny Board on the provisions of the Equality Act 2010 relating to age discrimination, and on the outcome of the annual review of the LLPs.
- 1.2 The provisions of the Equality Act 2010 relating to age were expected to come into force from April 2012, and the ALMOs and BITMO completed their reviews on this basis. However, in late February 2012, the government announced their decision to delay the implementation until October 2012 at the earliest.

## **2 Background information**

- 2.1 LLPs are permitted under the Housing Act 1996. LLPs were formalised in Leeds in 2004. Previously they were operated according to unwritten local 'custom and practice'.
- 2.2 The majority of age LLPs are based upon property types, such as multi storey blocks, or 'cottage flats'.
- 2.3 In Leeds the main types of LLP in operation give preference to:
  - customers of a certain age, primarily on 1 and 2 bedroom flats (some also restrict lettings of 2 bedroom properties at height to customers with dependent children)
  - customers with a local connection to the area, mainly family houses in areas of high demand and acute shortages of affordable housing in Garforth, Kippax, Rothwell and Wetherby
  - customers who meet the 'Good Neighbour' criteria on 1 bedroom flats in Kirkstall and Horsforth
  - keyworkers / people in employment, for accommodation in the Gipton area and single person accommodation in Belle Isle
  - customers living in overcrowded conditions or under occupying social housing
- 2.4 Preference for sheltered accommodation is given to customers age 60 and over, but these are not classed as local lettings policies. Preference for bungalows is given to customers age 60 and over, or who require level access accommodation, and are not classed as local lettings policies. The age preferences are justified by reference to the design and purpose of these types of accommodation, and the younger customers who require the services or facilities are eligible for them.

## **3 Main issues**

- 3.1 Housing Partnerships produced guidance for ALMOs to follow, which incorporated feedback from Legal Services and the council's Equality Team on the impact of the Equality Act. The ALMOs and BITMO reviewed their existing LLPs using a template developed to capture information about:
  - the objectives of the LLP
  - evidence for the continuation of the LLP

- the justification and proportionality of the LLP
- consultation undertaken
- performance information on lettings of LLP properties
- any measures to mitigate potential adverse effects of the LLP
- equality impacts

3.2 The table below shows the number and type of each LLP before the review, and the results of the review.

<b>Primary LLP criteria</b>	<b>No. properties before review</b>	<b>No. removed</b>	<b>No. added</b>	<b>No. properties after review</b>
Local Connection	2237	0	0	2237
Good Neighbour	324	0	0	324
Keyworker / employment	60	48	0	12
Age	6923	0	6	6929
<b>TOTAL</b>	<b>9544</b>	<b>48</b>	<b>6</b>	<b>9502</b>

3.3 The number of properties subject to an LLP in Aire Valley Homes, Belle Isle TMO and remains unchanged, West North West have added 6 properties with age LLPs, and East North East have removed 48 properties with a keyworker / employment LLPs.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 Details of the consultation undertaken with Ward Members, tenants, customers on the housing register, local Registered Social Landlords and support organisations are included in the review template for each LLP. Members and tenants were generally supportive of retaining existing age LLPs.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 Housing Partnerships completed an Equality, Diversity, Cohesion and Integration Screening Assessment, showing that the impacts have been taken into account in the review by the ALMOs and BITMO completing Equality Impact Assessments on each of the LLPs. The key impact identified is that age LLPs have positive benefits to older customers seeking rehousing ahead of customers under the LLP age.

### **4.3 Council policies and City Priorities**

4.3.1 Housing Partnerships recognises the value of being able to respond to local circumstances by using LLPs. However, the use of LLPs must be proportional and balanced against the council's legal duty to give preference to customers in housing need and its duties under the Equality Act when it is implemented in full.

#### **4.4 Resources and value for money**

4.4.1 The ALMOs and BITMO identified potential for increased management costs if antisocial behaviour and lifestyle clashes increase as a result of removing age LLPs. Once the Equality Act is implemented in full, the council could be challenged on the grounds of unlawful discrimination based on age. If the challenge was successful, the council could be liable to pay damages to the customer.

#### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 Once implemented, age discrimination will be unlawful under the Equality Act 2010 unless it can be shown to be a proportionate means of achieving a legitimate aim. A legal challenge could be made to an age LLP on the basis of discrimination. If the policy is found to be unlawful discrimination, the claimant could be entitled to damages.

4.5.2 Following the review there will be 9502 properties in Leeds with a LLP, 6929 of which are age-related LLPs.

#### **4.6 Risk Management**

4.6.1 The main risk areas identified with the age LLPs are those where (not withstanding member and tenant support):

- there is either no or very little ASB reported
- a small number of individuals are responsible for acts of ASB, which would be more appropriately dealt with individually through effective tenancy management intervention
- the ASB has allegedly been perpetrated by tenants over the LLP age. While this is partly the result of only rehousing older tenants in a specific block, it could be argued that the age LLP excludes people from housing on the basis of stereotyping the behaviour of younger people, rather than on an objective risk assessment, such as that in place under the Good Neighbour LLP

4.6.2 There are wider considerations including how the council can make best use of its limited stock. Lettings of smaller 1 and 2 bedroom properties help ensure the council:

- fulfils its duties to younger customers who require starter homes and younger homeless customers - age LLPs restrict the opportunities for these groups to obtain secure housing
- responds to the Welfare Reform agenda, specifically the extension of the single room LHR rate in the private sector to under 35 year olds (2012) and the DWP housing benefit size criteria for under occupying tenants of working age (2013) – both of which will lead to an increase in demand for smaller properties from customers below the age of the LLP

- 4.6.3 The consultation undertaken highlights that members and tenants are concerned about age LLPs being removed, specifically that if lettings are made to younger customers, incidences of antisocial behaviour and lifestyle clashes may increase, leading to higher management costs, increased turnover, voids and tenant dissatisfaction.
- 4.6.4 The outcome of the LLP review was to retain all LLPs pending further monitoring and review.
- 4.6.5 The reasons for this decision are to:
- allow more time to develop other responses such as good neighbour LLPs, and consult further with members and tenants
  - dovetail the potential removal of an LLP with the introduction of a new power for authorities to define who can be classed as a 'qualifying person' to register on waiting list and be considered for offers. This could include reference to a customer's behaviour and suitability to be considered for rehousing
  - reassure members and tenants about their expressed concerns regarding the potential negative impact on housing management in the blocks

## **5 Conclusions**

- 5.1 The Director of Environment of Neighbourhoods has approved the LLPs for West North West Homes Leeds, East North East Homes Leeds, Aire Valley Homes Leeds and Belle Isle Tenant Management Organisation which are listed in Appendix 1.

## **6 Recommendations**

- 6.1 That the Scrutiny Board notes the contents of this report.

## **7 Background documents<sup>1</sup>**

Minutes of Board / sub-Board meetings for:

- Aire Valley Homes – 7 February 2012
- Belle Isle Tenant Management Organisation – 7 February 2012
- East North East Homes Leeds – 1 December 2011
- West North West Homes Leeds – 25 January 2012

Equality, Diversity, Cohesion and Integration Screening assessment, January 2012

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Local Lettings Policies - February 2012

ALMO	NHO	Address	LLP	type	No. props	Review	No. props after review
AVH	Garforth & Kippax	Family type housing	Local Conn	Local Conn	959	No change	959
AVH	Inner team	Cardinal Road, Cardinal Square, Cardinal Walk, Redhall Close, Redhall Crescent, Waincliffe Place	25+	age	83	No change	83
AVH	Inner team	Meynell Heights	45+	age	94	No change	94
AVH	Inner team	Crescent Towers	45+	age	96	No change	96
AVH	Kippax	Various bedsits: Victoria Street, Allerton Bywater and Mount Pleasant Gardens	55+	age	38	No change	38
AVH	Morley	Cottingley Heights	25+	age	143	Added no children	143
AVH	Morley	Cottingley Towers	25+	age	144	Added no children	144
AVH	Morley	Bank Street various flats	45+	age	12	Added no children	12
AVH	Morley	Bank Avenue various flats	45+	age	45	Added no children	45
AVH	Morley	Glen Grove: various flats	45+	age	8	No change	8
AVH	Morley	Beacon Avenue: various flats	45+	age	8	No change	8
AVH	Morley	Glen Mount: various flats	45+	age	11	No change	11
AVH	Morley	Elmfield House various flats	45+	age	12	Added no children	12
AVH	Morley	Elmfield Court various flats	45+	age	40	Added no children	40
AVH	Morley	Birch Court various flats	45+	age	44	Added no children	44
AVH	Morley	Glen Road: Various flats	45+	age	51	No change	51
AVH	Morley	Lewisham Court various flats	45+	age	54	Added no children	54
AVH	Rothwell	Lay Garth Place	55+	age	4	No change	4
AVH	Rothwell	Carlton Lane	55+	age	4	No change	4
AVH	Rothwell	Lay Garth Green	55+	age	12	No change	12
AVH	Rothwell	Lay Garth Gardens	55+	age	19	No change	19
AVH	Rothwell	Blackburn Court (various 1 bed flats and bedsits)	55+	age	24	No change	24
AVH	Rothwell	Family type housing	Local Conn	Local Conn	752	No change	752
AVH	Swarcliffe	Sherburn Court	55+	age	82	No change	82
AVH	Swarcliffe	Primrose Road	55+	age	6	No change	6
AVH	Swarcliffe	Field End	55+	age	10	No change	10

**Local Lettings Policies - February 2012**

AVH	Swarcliffe	Brooksbank Drive	55+	age	20	No change	20
BITMO	BITMO	Aberfield Drive various flats	35+	age	10	No change	10
BITMO	BITMO	Aberfield Drive various flats	40+ / access only children 10+	age	12	No change	12
BITMO	BITMO	Winrose Drive various flats	keyworkers/ employment/ local connection	Keyworker	12	No change	12
ENE	Burmantofts	Lupton Avenue various flats	35+	age	12	No change	12
ENE	Burmantofts	St Stephens Road, Rigton Close, Rigton Drive, Nippet Lane various flats	40+/no resident children	age	84	No change	84
ENE	Burmantofts	Naseby Grange	55+	age	98	No change	98
ENE	Burmantofts	Brignall Croft, Gargrave Court, Scargill Grange	25+/no resident children	age	290	No change	290
ENE	Burmantofts	Shakespeare Court, Shakespeare Grange, Shakespeare Towers	35+/no resident children	age	291	No change	291
ENE	Chapelton	Button Hill various flats	50+	age	7	No change	7
ENE	Chapelton	Town Street Walk various flats	50+	age	10	No change	10
ENE	Chapelton	Newton Lodge Close various flats	40+	age	16	No change	16
ENE	Chapelton	Potternewton Court	55+/no resident children	age	56	No change	56
ENE	Chapelton	Potternewton Heights	45+/no resident children	age	83	No change	83
ENE	Gipton	St Albans Approach various flats	50+	age	6	No change	6
ENE	Gipton	Buller Grove various flats	50+/no resident children	age	8	No resident children removed	8
ENE	Gipton	Kimberley Road various flats	55+/no resident children	age	12	No resident children removed	12



Local Lettings Policies - February 2012

ENE	Gipton	Easterley Mount (12), Easterley Square(2)	50+ Gipton council tenants on underocc scheme who will release a family house	age	14	14 amend - remove UO preference, just 50+	14
ENE	Gipton	various houses: Easterly Square, St Wilfreds Avenue, Easterly Mount, St. Wilfreds Avenue	Keyworkers (or training to be) or in empl't with 12 mths residence in Easel area or o'crowded LCC tenants living in Gipton selected on a 50/50 basis	Keyworker	48	REMOVED	0
ENE	Gipton	Pembroke Grange and Pembroke Towers	55+/no resident children	age	84	No change	84
ENE	Gipton	Denbigh Croft, Denbigh Heights	55+/no resident children	age	90	No change	90
ENE	Gipton	Brecon Rise and Brecon Court	55+/no resident children	age	92	No change	92
ENE	Gipton	Gipton Gate East, Gipton Gate West	35+	age	119	No resident children added	119
ENE	Gipton	Briarsdale Heights, Briarsdale Court, Briarsdale Croft	35+/no resident children	age	137	No change	137

**Local Lettings Policies - February 2012**

ENE	Gipton	Highways various flats	35+/children 10+	age	12	No change	12
ENE	Gipton	Highways various flats	55+/no resident children	age	118	No change	118
ENE	Halton Moor / O'thorpe	Lakeland Court	45+/no resident children	age	58	No change	58
ENE	Harewood	Bondgate 2 flats	35+	age	2	No resident children added	2
ENE	Meanwood	Scott Hall Drive various flats	25+/no resident children	age	22	No change	22
ENE	Meanwood	Stonegate Farm Close various flats	40+	age	20	No resident children added	20
ENE	Moortown	Elmhurst Close various flats	40+	age	15	No resident children added	15
ENE	Moortown	Saxon Green various flats	40+	age	19	No resident children added	19
ENE	Moortown	Stonegates various flats	35+	age	3	No resident children added	3
ENE	Moortown	Stonegates Road various flats	35+	age	4	No resident children added	4
ENE	Moortown	Leafield Close various flats	40+	age	5	No resident children added	5
ENE	Moortown	Queenshill Approach various flats	40+	age	6	No change	6
ENE	Moortown	Fieldhouse Close various flats	40+	age	7	no change	7
ENE	Moortown	Queenshill Drive various flats	40+	age	8	No change	8
ENE	Moortown	Stonegate Road various flats	40+	age	11	No resident children added	11
ENE	Moortown	Leafield Towers	40+	age	59	No resident children added	59

**Local Lettings Policies - February 2012**

ENE	Moortown	West Park Chase various flats	35+	age	4	No resident children added	4
ENE	Moortown	Brackenwood Drive various flats	40+/no resident children	age	6	No change	6
ENE	Moortown	Chandos Gardens various flats	35+	age	12	No resident children added	12
ENE	Moortown	Brackenwood Green various flats	40+	age	14	No resident children added	14
ENE	Moortown	Lidgett Towers	30+/no resident children	age	54	No change	54
ENE	Moortown	Norfolk House various flats	10+	age	2	No change	2
ENE	Moortown	Leatham House various flats	10+	age	2	No change	2
ENE	Moortown	Gray House	10+	age	2	No change	2
ENE	Moortown	Leaconfield House Wetherby	10+	age	3	No change	3
ENE	Moortown	Fairview House Wetherby	10+	age	3	No change	3
ENE	Moortown	Birkmyre House	10+	age	3	No change	3
ENE	Moortown	Rhodes House Wetherby	10+	age	3	No change	3
ENE	Moortown	Hodgson House	10+	age	3	No change	3
ENE	Richmond Hill	Saxton Gardens	45+	age	230	No change	230
ENE	Seacroft North	Bailey Towers	40+	age	60	No resident children added	60
ENE	Seacroft North	Brookland Towers	40+	age	60	No change	60
ENE	Seacroft North	Seacroft Gate Blocks 1 & 2	40+	age	118	No resident children added	118
ENE	Seacroft North	Barncroft Court, Grange, Heights, Towers	50+	age	178	No resident children added	178
ENE	Seacroft South	Hollin Park Mount various flats	40+	age	4	No change	4
ENE	Seacroft South	Hollin Park Avenue various flats	40+	age	4	No change	4
ENE	Seacroft South	Inglewood Place	25+	age	18	No change	18

**Local Lettings Policies - February 2012**

ENE	Seacroft South	Dib Lane	40+	age	20	No change	20
ENE	Seacroft South	Fearnville Close and Fearnville Drive	40+/no resident children	age	21	No change	21
ENE	Seacroft South	Inglewood Drive	25+	age	44	No change	44
ENE	Seacroft South	Parkway Court	35+/no resident children	age	87	Amended: no children	87
ENE	Seacroft South	Parkway Grange	35+/no resident children	age	87	Amended: no children	87
ENE	Seacroft South	Parkway Towers	25+/no resident children	age	98	Amended: no children	98
ENE	Wetherby	all family houses 2B+	local conn	Local Conn	526	No change	526
WNW	Armley	Town St various flats	30+	age	4	No change	4
WNW	Armley	Fearnley Close various flats	40+	age	4	No change	4
WNW	Armley	Second Ave various flats	30+	age	5	No change	5
WNW	Armley	Tong Road various flats	30+	age	6	No change	6
WNW	Armley	First Avenue various flats	30+	age	7	No change	7
WNW	Armley	Parliament Place various flats	35+	age	10	No change	10
WNW	Armley	Cheltenham St various flats	40+	age	27	No change	27
WNW	Armley	Westerly Croft various flats	30+	age	45	No change	45
WNW	Armley	Westerly Rise various flats	30+	age	45	No change	45
WNW	Armley	Burnsall Gardens various flats	30+	age	46	No change	46
WNW	Armley	Burnsall Grange	30+	age	95	No change	95
WNW	Armley	Burnsall Croft	40+	age	97	No change	97
WNW	Armley	Wortley Heights	35+	age	99	No change	99
WNW	Armley	Poplar Court, Poplar Mount	21+	age	182	No change	182
WNW	Bramley	Flats in Bellmounts(15), Landseers (94), Newlay Lane(3), Rossefield(100), Wellington Grove(16), Ashlea(7), Coal Hills(23), Intake Lane(10), Snowdens (81), Westovers(12), St Catherines(18), Upper Town Street(4)	35+	age	383	No change	383
WNW	Bramley	Flats in Baths (12), Fairfield Close(27)	25+	age	39	No change	39
WNW	Bramley	Flats in Fernbanks (39), Ganners (109), Langleys (27), Summerfields (71)	30+	age	246	No change	246

**Local Lettings Policies - February 2012**

WNW	Horsforth	Various - Holtedale Avenue, Close, Croft, Drive, Fold, Gardens, Garth, Green, Grove, Lawn, Place, Road, View and Way	Good neighbour	Good neighbour	272	No change	272
WNW	Horsforth	Broadwalks (42), Springwell Close (10), Wilkinson Way (19)	40+	age	71	No change	71
WNW	Horsforth	Windmill Lane (6)	40+	age	0	NEW LLP	6
WNW	Kirkstall	Lea Farm Drive, Lea Farm Place, Lea Farm Grove: various flats	Good neighbour	Good neighbour	52	No change	52
WNW	Kirkstall	Moor Grange Court	50+	age	58	No change	58
WNW	Kirkstall	Iveson Grove various flats	45+	age	31	No change	31
WNW	Pudsey	Andrew House (6), Beverley Court (8), Blackett Street (3), Burton Street (12), Durham Court (6), East Court (6), Hainsworth Court (5), Hollin Park Road (8), Lincoln Court (9), York House (9), Oakwell Court (6), Ripon House (9), Walton Croft (6): various flats	40+	age	93	No change	93
WNW	Pudsey	New Street Grove (16)15, The Gardens (8)	50+	age	23	No change	23
WNW	Pudsey	Acres Hall Avenue (27), Carlisle Road (3), Clifton Court (10), Fartown (8), Harley Rise (16), Highfield Green (16), Highfield Road (4), Lane End(4), Littlemoor Crescent (10), Rutland Court (18), Standale Crescent (8), Swinnow Gardens (4), Swinnow Green (7), Swinnow Road (11), Thorpe Road (16), Victoria Crescent(8), Washington Place (8) Westdale Drive (20), Westdale Grove (17), Westdale Road (12)	30+	age	226	No change	226
WNW	Pudsey	Waterloo Road, Marsh View	55+, local connection to Pudsey, preference to Pudsey social housing tenants downsizing	age	8	No change	8
WNW	Pudsey	Various: Crimbles Place (16) Claremont Grove (60)	50+	age	76	No change	76

Local Lettings Policies - February 2012

WNW	Pudsey	2-48 Chaucer Avenue (23), 1-39 Meadowhurst Gardens (31), 1-20 Mount Tabor Street (20), 21-27 Radcliffe Lane (4), 1-8 St Lawrence Close (8), 1-20 Tofts House Close (18), 31-53 Windmill Hill (12).	50+	age	116	No change	116
WNW	Pudsey	Various: Rycroft Court (46), Rycroft Place (46), Rycroft Towers (46)	30+	age	137	No change	137
WNW	Wortley	'Amber Cottage' Amberley Road	55+ and LC to Wortley	age	1	No change	1
WNW	Wortley	Kitson Close	40+	age	2	No change	2
WNW	Wortley	Toft Street	40+	age	2	No change	2
WNW	Wortley	Privilege St	40+	age	4	No change	4
WNW	Wortley	Privilege St	40+	age	5	No change	5
WNW	Wortley	Thornhill Road	40+	age	6	No change	6
WNW	Wortley	Hawkhurst Road	40+	age	6	No change	6
WNW	Wortley	Amberley Gardens	40+	age	7	No change	7
WNW	Wortley	Kitson Gardens	40+	age	8	No change	8
WNW	Wortley	Thornhill Place	40+	age	11	No change	11
WNW	Wortley	Evelyn Place, Silver Royd Hill, Marsden Street	55+, LC to Wortley, pref to Wortley social housing tenants downsizing	age	16	No change	16
WNW	Wortley	Fawcett Gardens	30+	age	23	No change	23
WNW	Wortley	Whincover Grange	50+	age	48	No change	48
WNW	Wortley	Gamble Hill Croft	21+	age	93	Age increased to 30+	93
WNW	Wortley	Addingham Gardens (12), Blackpool Place (4), Branch Road (3), Cow Close Road( 7), Lower Wortley Road (5), Whingate Green (12), Gainsborough Place (8), Newton Square (10), Low Moor Side Court (16), Silver Royd Hill (11), Whincover Gardens (3), Low Moor Side Close (3)	35+	age	94	Age increased on Whincover Gardens to 40+	94
WNW	Wortley	Farrow Green (20), Gamble Hill Close (5), Gamble Hill Drive (19), Fawcett Close (12), Silver Royd Close (7), Whincover Close (12), Whincover Bank (3), Whincover Grove (12), Whincover Hill (7)	40+	age	97	No change	97
WNW	Wortley	Gamble Hill Grange	30+	age	98	No change	98

**Report of Assistant Chief Executive (Customer Access and Performance)**

**Report to Safer and Stronger Communities Scrutiny Board**

**Date: 12<sup>th</sup> March 2012**

**Subject: 2011/12 Quarter 3 Performance Report**

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 checked="" type="checkbox"/> Yes	<input 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: N/A	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report presents to Scrutiny a summary of the quarter 3 performance data relevant to the Safer and Stronger Communities Scrutiny Board.

**Recommendations**

2. Members are recommended to:
  - Note the positive progress in tackling burglary with the lowest level recorded burglary count for ten years in December 2011. No other performance issues have been highlighted for consideration at this time.
  - Identify any further reports or information that they may require to fulfil their scrutiny role in relation to the delivery of the outcomes for Safer and Stronger Communities.

## **1 Purpose of this report**

- 1.1 This report presents to Scrutiny a summary of the quarter three performance data for 2011-12 which provides an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15 and City Priority Plan 2011-15.

## **2 Background information**

- 2.1 A set of delivery plans for the Council and the city were adopted by Council in July 2011 and this report provides an update setting out the progress in delivery of these plans. The plans and performance management arrangements that form the basis of this report have been developed alongside the revised partnership boards for the city in a whole system approach. Members will note that the delivery of City Priority Plan priorities are shared with partners across the city while the Council Business Plan sets out the Council's contribution to these shared priorities. This report whilst providing an overview of the performance relating to the City Priority Plan deliberately focuses more on the council's contribution which will best enable Scrutiny to challenge the organisation.

- 2.2 The new performance management arrangement include a number of new reports including:

- Performance Reports – these are produced quarterly for the each of the City Priority Plan priorities and for the 5 Cross-Council Priorities in the Council Business Plan. They are a one page summary of progress in delivering the priority including a RAG rating of overall progress. Where possible the headline indicator is shown in a graph to clearly indicate progress and the reports include a look forward to the actions due over the next 3-6 months. We have adopted the principles of outcomes based accountability in these reports.
- Directorate Priorities and Indicators – a directorate scorecard has been produced for each directorate which sets out the high level progress against each of the directorates priorities and indicators in the Council Business Plan. These are all available on the intranet and published on the Council's website. It also includes the directorates contribution to the cross council priorities and indicators. For Scrutiny purposes these scorecards have been divided up so that each Scrutiny Board receives an update on the priorities within the remit of their Board recognising that these do not necessarily align directly to the Council's directorates in all case. Members will note that this does mean that some priorities will go to two or more Scrutiny Boards and Boards are asked to consider working jointly on any follow up inquiries or nominate a lead Board.
- Self Assessment – each directorate has the opportunity in this section to raise any other performance issues that might not be directly represented within the directorate priorities and indicators.

- 2.3 These reports are designed to provide a high level overview of performance issues related to the City Priority and Council Business Plans only. Members will need to use this information and the discussion in their boards to identify what further reports and more detailed information they might require in order to fulfil their scrutiny role. Therefore, these reports are designed to be a starting point for the work of the board.

- 2.4 This report includes two appendices:

- Appendix 1a – Performance Reports for the Safer and Stronger Communities City Priorities.
- Appendix 1b – Environment and Neighbourhoods Directorate Priorities and Indicators which are relevant to the Board



### 3 Main issues

#### Performance Overview

##### City Priority Plan (CPP)

- 3.1 There are 4 priorities in the Safer and Stronger Communities City Priority Plan and none are red, 2 are amber and 2 are green. The amber priorities are:
- Ensure that local neighbourhoods are clean.
  - Increase a sense of belonging that builds cohesive and harmonious communities
- 3.2 Members will note that between Q2 and 3 the priority to reduce crime and its impact improved from amber to green in terms of overall progress. This was due to significant improvements to the burglary rates across the city with the lowest recorded burglary count in the last ten years in December 2011. In addition a reduction was also seen in overall crime rates including vehicle crime and violent crime.
- 3.3 However the priority on cohesive and harmonious communities was rated amber compared to green at Q2 as a result of rising tensions nationally that need to be monitored locally.

##### Council Business Plan

###### *Directorate Priorities and Indicators*

- 3.4 There are 6 Directorate Priorities which support the delivery of the Safer and Stronger Communities priorities from Environment and Neighbourhoods directorate. Of these none are red, 4 are amber and 2 are green. These are supported by 4 performance indicators and of these 1 indicator is rated as red (see below), 1 is amber, and 2 are green. The red rated indicator is:
- Number of missed bins per 100,000 collected
- 3.5 The result reported for missed bins represents the average number of missed bins per 100,000 from the start of the year (April). Q3 includes the Christmas period (which always brings challenges as collection days are changed) and the day of industrial action which led to 200+ customer contacts that have been included within the result. Implementation of Route Optimisation has brought changes to usual collection days/times and some routes will need further changes. Residual bins (black) collections alone were well within the target of 50 misses per 100,000 collections in both October and November. Green and Brown bin collections have proved to be more problematic and the reasons for this are being considered.
- 3.6 The amber indicator is the recycling rate which has deteriorated from a green rating at Q2. Member will note that the result is still provisional as the full quarter figures are not available until a month after the quarter end. Current RAG of Amber reflects the potential risk of not achieving the target of 41.32% following the slight dip in performance from Q2. The dip can be explained by seasonal variation whereby the collection of garden waste is suspended and street arisings are predominantly leaf-fall rather than sweepings.

##### Key performance issues for Safer and Stronger Communities Board

- 3.7 At Q3 no other performance issues were raised with Corporate Leadership Team (CLT) which are relevant to the Safer and Stronger Communities Board.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 This report provides an update on performance information and, therefore, it is not a decision requiring public consultation, however, all performance information is provided to the public via the council's website.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 This report provides an information update only and, therefore, it is not a decision which requires due regard to be given to equality and diversity. However, due regard for equality was given during the development of the City Priority Plan and Council Business Plan.

4.2.2 Members will note that these reports provide a high level update only in terms of equalities issues relating to the priorities. However, further analysis and more detailed information is available to underpin and support this high level assessment.

### **4.3 Council Policies and City Priorities**

4.3.1 This report provides an update on progress in delivering the council and city priorities in line with the council's performance management framework.

### **4.4 Resources and Value for Money**

4.4.1 There are no specific resource implications from this report; however, it includes a high level update of the Council's financial position as this is a cross council priority within the Business Plan.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 All performance information is publically available and will be published on the council and Leeds Initiative websites.

### **4.6 Risk Management**

4.6.1 The Performance Reports include an update of the key risks and challenges for each of the priorities. This is supported by a comprehensive risk management process in the Council to monitor and manage key risks. CLT continue to review the corporate risk register alongside the performance information which ensures that the Council's most significant risks are effectively identified and managed.

## **5 Conclusions**

5.1 This report provides an overall summary of the current performance issues relating to the priorities from our strategic plans which are relevant to the Board. These reports are not designed to cover everything but aim to provide an overview which the Board can use to inform their future work programme.

## **6 Recommendations**

6.1 Members are requested to:

- Note the positive progress in tackling burglary with the lowest level recorded burglary count for ten years in December 2011. No other performance issues have been highlighted for consideration at this time.
- Identify any further reports or information that they may require to fulfil their scrutiny role in relation to the delivery of the outcomes for Safer and Stronger Communities.

## **7 Background documents<sup>1</sup>**

- City Priority Plan 2011-15
- Council Business Plan 2011-15
- Council and City Performance Management Framework (Draft)

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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## Safer Leeds Performance Accountability Tracker: (REPORT CARD)

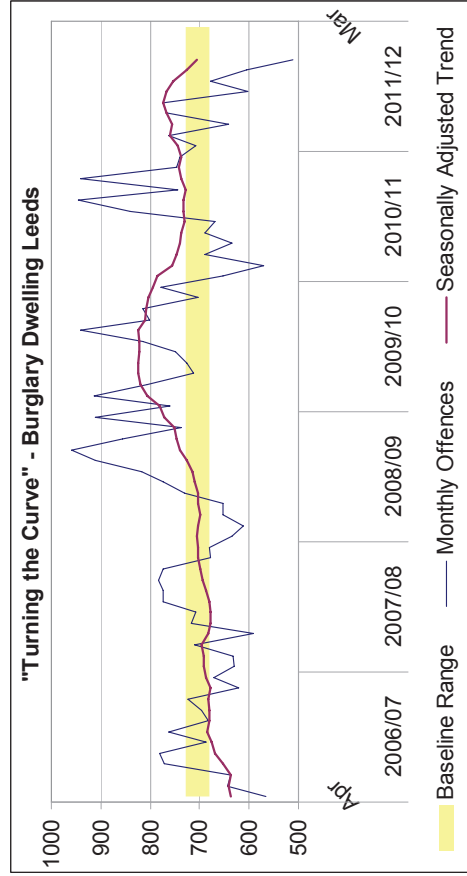
Outcome: People are safe and feel safe

Priority: Reduce crime levels and their impact across Leeds (focus on burglary reduction)

### Why is this priority?

The public should be safe and feel safe on the streets, in the places they go and especially in their own home. Burglary has significant consequences directly impacting on a person's sense of safety, as well as damage and loss incurred. Domestic burglary levels in Leeds remain higher than the national average

### Headline indicator



- There were 6,045 recorded burglary dwelling offences between April and December, down 6% (390 fewer offences) on the same period last year.
- The seasonally adjusted average is at the middle of the Milestone Range and the estimated outturn is on par with the partnership target of 8,200. Results for Q3 show a 29.3% improvement (741 fewer victims) when compared to the same period last year.
- December saw the lowest recorded burglary count in last ten years and the best performing month for over ten years.
- In 3 month period to Nov, Leeds had moved down to the 2<sup>nd</sup> highest Community Safety Partnership in the iQuanta most similar families group. The performance gap has narrowed from 4.82% to 0.049%.

Review Period: Oct to Dec 2011  
Population: Residents of Leeds

Progress: ▲

- North West Leeds year to date offences are UP 2.4% (69 more offences) on the same period last year.
- North East Leeds year to date offences are DOWN 14% (379 fewer offences) on the same period last year.
- City and Holbeck year to date offences are DOWN 9.6% (80 fewer offences) on the same period last year.

### Story behind the baseline

Ward	YTD (Year to Date)	Previous YTD	Change	%Change
Hyde Park & Woodhouse	453	325	128	39%
Bramley & Stanningley	357	268	89	33%
Headingley	338	277	61	22%
Gipton & Harehills	311	302	9	3%
Armley	306	441	-135	-31%
Killingbeck & Seacroft	295	344	-49	-14%
Burmantofts & Richmond Hill	290	436	-146	-33%
Kirkstall	275	372	-97	-26%
Chapel Allerton	243	314	-71	-23%

- Organised groups have been identified linked with drug supply.
- A number of offenders use taxis or unlicensed/ untaxed vehicles to move around Leeds.
- Complex needs have been identified in "up and coming" offenders who can rapidly become prolific.
- Prices of gold and jewellery are continuing to rise. Pawn brokers/ cash-converter businesses are reporting increasing use, providing a potential route for the disposal of stolen goods
- Burglary problems have also been linked to problematic and nuisance groups of youths in some estate areas who appear to view opportunistic burglary as an extension of ASB.
- Continued issues exist around lack of awareness or engagement in crime prevention within specific groups/ communities (e.g. students, newly arrived African communities and developing affluent Asian communities).

## Safer Leeds Performance Accountability Tracker: (REPORT CARD)

Outcome: People are safe and feel safe

Priority: Reduce crime levels and their impact across Leeds (focus on burglary reduction)

### What we did (key examples)

- Locality based planning sessions have continued, including assessments of at risk and emerging communities, leading to partnership plans being formulated for Burmantofts & Richmond Hill, Bramley and Stanningley, Chapel Allerton, Hyde Park & Woodhouse and South Leeds.
- In the last 3 months, the Burglary Task Force have arrested over 40 people and undertaken a number of successful operations against Organised Crime Groups. Over a 3 day period in December, 6 vehicle check sites were established involving Taxi Licensing, VOSA, Highways Enforcement and Customs. Over 120 vehicles were checked, with several arrests, prohibitions, suspensions and drug seizures. In the run up to Xmas, a series of co-ordinated warrants were conducted with 12 persons arrested for handling stolen goods and drugs supply.
- Work with the criminal justice service to maximise successful outcomes is progressing. The Governor of Leeds Prison Service is now a member of Safer Leeds. In the 8 weeks before Xmas, 70 offenders were released into the community, these had been identified as of concern due their previous involvement in burglary dwelling offences. Partnership work included pre-release risk assessments for statutory-managed offenders and for those released without licence conditions alongside post release activity, including multi-agency intervention plans as a part of a minimum standard of activity.
- Further work has taken place to support early intervention with individuals at risk of escalating offending. In North East, following a positive pilot scheme (Feb-August 2011), monthly multi-agency case conferences have taken place targeting emerging problematic offenders not already involved in Offender Management processes. Detailed intervention plans are in place to divert and help reduce offending behaviour of those selected.
- Work continues on a number of projects across Leeds to improve security for tenants. In Bramley, £50K was allocated to provide target hardening measures for streets at risk; in the last 2 months, 192 properties received this

Review Period: Oct to Dec 2011  
Population: Residents of Leeds

Progress: 

service and the programme continues. In South Leeds, Neighbourhood Policing Teams and ALMOs share details of burglary victims enabling housing officers to routinely follow up with visits to offer practical support. As part of a funded 'Darker Nights' initiative timer switches and security products were distributed and burglary reduction advice to local residents in North East Leeds hotspots. PCSO visits to offer practical advice to reduce risk of victimisation are also being carried out by all three Police Divisions.

### What Looks Promising/What Worked/Lessons Learnt

- In Rothwell and Holbeck a pilot project was initiated identifying a 'top 10' cohort (Under 18's) who had not been through any criminal justice process but were at risk of entering the system. Intensive support package have been activated, including work with Signpost.
- Promotion of "immobilise.com" through universities, community groups, tenants etc. This system records marked property onto a national database and scanners to identify stolen goods. Two operations (undertaken with student volunteers) have been held in Headingley and Hyde Park with 175 immobilise registrations and 450 items placed on register to date.

### New actions

- Maximise the use of Proceeds of Crime legislation against burglars and handlers of stolen goods
- Develop a community impact statement for inclusion on all burglary court files
- Develop a forward plan for seasonal marketing campaigns and press opportunities
- Development of Restorative Justice Practice

### Information/intelligence requirement

- Develop predictive analysis to aid decision making at a city wide and local level

### Issues/Risks

- Sustaining partnership activity, focus and commitment.

## Safer Leeds Performance Accountability Tracker:

Outcome: The communities of Leeds feel safe and are safe

Priority: **Anti-Social Behaviour**

Review Period: October – December 2011

Item 4b

Population: Residents of Leeds

Progress: 

### Why is this priority?

Communities expect public agencies to tackle ASB in their localities in a responsive and effective manner. Improving the lives of victims of ASB is fundamental to their well-being. Managing or modifying the behaviours of offenders who create most harm in our communities will reduce the risk of re-offending and in turn reduce ASB and crime.

### Headline indicators

Improve the average satisfaction rating of customers/victims with regards to the case outcome and the overall service received.

Annual Figures	2008/9	2009/10	2010/11	2011/12
% Satisfaction with the case outcome.	61.6%	66.1%	60.3%	<b>78.0%</b>
% Satisfaction rating with overall service	72.2%	73.7%	70.4%	<b>80.7%</b>

### Story behind the baseline

Customer case outcome satisfaction data is collated through closed case postal surveys which ask a range of questions including satisfaction with response times, the investigation undertaken and the overall satisfaction with the service received.

Due to the significant structural and operational changes in ASB service provision direct comparison between 2010/11 performance data (often collated across a number of agencies working to differing thresholds and different standards) and 2011/12 (where ASB is primarily dealt with by one multi-agency service working to new service standards) is not always possible or appropriate. It has therefore been agreed that LASBT data collated during 2011/12 will be regarded as the baseline from which future performance targets can be set.

Where comparisons are provided, comparison is with the former ASBU closed case survey returns considered like for like with current LASBT data.

OBA-PAT

### What are the known factors driving the baseline?

Customer satisfaction with the case outcome is invariably driven by a number of factors including the victims own expectations, the complexity of the case, the time taken to resolve the issues and the level of support provided by the investigating officer.

Initial analysis of those cases where satisfaction levels are lower suggests that survey responses are less complimentary where they are related to long standing cases previously investigated by the ASBU or individual ALMO's. Improvements in overall ratings are thought to be linked improved service standards which place a requirement on officers to provide victims with regular updates. It is hoped that these improved figures will be maintained as historical cases diminish and survey data relates to cases investigated in their entirety by LASBT.

### Risk factor descriptions

Survey data is reliant on achieving a response rate that is sufficiently representative to be of value. Advice issued by the department for Communities and Local Government suggests that response rates below 30% should, on balance, be published with caveats as necessary.

Quarter 3 survey data for 2011/12 is based on a response rate of **32.8%** (based on 143 returned surveys). Core team staff are currently undertaking additional work to follow up non-responses to further improve the return rate.

### Victim Demographics

Analysis of victim demographics shows that the vast majority of ASB victims are White British. **62%** (783) of victims were female and **35%** (443) male. The remainder are a mixed group or gender unknown (not recorded). Only 7 victims were aged under 18.



## Safer Leeds Performance Accountability Tracker:

Outcome: The communities of Leeds feel safe and are safe

Priority: **Anti-Social Behaviour**

### Perpetrator Demographics

Analysis of perpetrator demographics shows that **66%** of ASB perpetrators are White British. **51%** (564) of perpetrators are female and **43%** (472) male. The remainder are a mixed group or gender unknown (not recorded). 79 perpetrators were aged under 18.

### What we did

Since its implementation in April 2011, the new multi-agency Leeds Anti-social behaviour Team (LASBT) has responsibility for all reported incidents deemed to be ASB under new guidance that reflects the governments harm centred approach. Revised procedures have also been implemented, underpinned by customer focused service standards designed to ensure cases are progressed efficiently and reported problems resolved at the earliest opportunity.

Prior to April 2001 ASB enquiries were logged with both the ASBU and ALMO's with resulting data distorted by repeat calls and duplication. Since April 2011 all ASB related calls are now logged with the new service and shows a significant increase on the number of reports previously dealt with by ASBU.

	Q1 10/11	Q2 10/11	Q3 10/11	Q4 10/11	Q1 11/12	Q2 11/12	Q3 11/12
Enquiries logged on Siebel under LASBT (ASBU prior to 04/04/11)	459	370	229	320	1011	916	<b>645</b>

The number of ASB calls logged with West Yorkshire Police was previously reported to be at around 10,500 per quarter. Following the introduction of a revised and more accurate ASB grading system introduced in September 2011, (removing reports of abandoned vehicles, dog fighting etc) quarter 3 data shows the police received 6,145 ASB related calls.

The number of new cases opened by LASBT initially increased in line with the referrals and reports received compared to the former ASBU but has now fallen back in line with pre-quest levels during quarter 3.

OBA-PAT

Review Period: October – December 2011

Item 4b

Population: Residents of Leeds

Progress: 

	Q1 10/11	Q2 10/11	Q3 10/11	Q4 10/11	Q1 11/12	Q2 11/12	Q3 11/12
ASB cases opened by LASBT	243	236	278	267	335	354	<b>251</b>

### What Worked/Lessons Learnt

Early indications show that more cases are being dealt with more quickly through earlier intervention and closed within 154 working days with 21.7% of cases closed within 40 working days (8 weeks).

Leeds is now seen as a leading example regionally and nationally, generating interest and visit requests from a number of local authorities and CSP's.

### New actions

In addition to this core work three key actions are being pursued:

- Work is ongoing to integrate staff responding to noise nuisance reports, often regarded as Anti-social incidents within LASBT.
- West Yorkshire Police, are continuing to identify repeat locations and vulnerable victims, to improve information sharing and ensure LASBT proactively respond to emerging ASB issues.
- Ongoing review of the statutory ASB panel process to maximise partnership problem solving, links to local tasking and offender management initiatives.

### Information/intelligence requirement

In addition to efforts to improve information sharing LASBT's Core performance team will look to benchmark its new service against other local authorities.

### Issues/Risks

As we move into the final quarter of LASBT's first year, key partners will be keenly interested in reviewing the impact and progress of the service. Equally there will be a need to set appropriate targets for the year ahead that builds on progress and further improves the service provided.



**Meeting:** Safer and Stronger Communities Board

**Population:** All people in Leeds

**Outcome:** the city is clean and welcoming

**Priority:** Ensure that local neighbourhoods are clean.

**Why and where is this a priority** Clean streets and neighbourhoods are regularly cited by local people as one of the key determinants of whether the area in which they live is attractive and welcoming. Clean streets can promote a sense of well-being and belonging; conversely high levels of litter and rubbish strewn across a community can foster a sense of social concern and fear of crime, this is particularly the case in relation to issues such as graffiti, fly-posting and fly-tipping.

#### **Story behind the baseline**

Over the past 10 years or so street cleanliness levels across Leeds have improved significantly and steadily. This has reflected a number of key drivers including:-

- \* increased public concern around the issue, particularly in relation to the positive and negative impacts the issue brings with it
- \* increased focus on the issue from central government including via a dedicated performance indicator - NI 195 (previously BV 199)
- \* availability of funding to tackle street cleanliness levels in areas of greatest challenge - NRF, SSCF and LPSA funding have all been used in Leeds.

The City Council is the prime service provider within the City and does this via an in-house workforce. The service provides a range of activities on a routine/scheduled basis including mechanical and manual street cleaning, litter bin emptying and fly-tip removal. Services are also responsive to local issues such as events, fetes and galas etc as well as the needs of local communities as expressed via Elected Members or via residents themselves. This is against a backdrop of external funding losses, which presents a continuing challenge to maintain service standards in this context.

Performance data shows that Leeds performs well against other 'core city' comparators in terms of achieving a good level of performance (NI 195 data) with a relatively low level of spend per head of population.

Leeds is progressive in its use of enforcement powers to tackle issues such as littering and fly-tipping and has taken a strong stance which has seen the issue of Fixed Penalty Notices and prosecutions for serious offences.

Traditionally street cleanliness performance data has been measured and reported at a city wide level. More recently this has been produced at a lower level (based on the 10 Area Committees) and this will help to understand and tackle issues in a more bespoke way than has previously been the case at the locality level. The performance in terms of the percentage of sites surveyed that were judged to be satisfactory in relation to litter, detritus, graffiti and flyposting in 2010/11 were as above.

	Litter	Detritus	Graffiti	Flyposting
City	90.9	76.2	97.1	99.6
ENE Wedge	88.8	78.5	95.0	99.4
East Inner	84.5	83.9	92.1	99.0
North East Inner	84.3	68.4	93.8	99.5
North East Outer	97.8	84.1	99.2	99.8
SSE Wedge	88.8	78.1	97.7	99.6
East Outer	90.5	80.7	98.4	99.1
South Inner	84.4	78.4	95.4	99.7
South Outer	91.6	75.1	99.3	100
WNW Wedge	94.0	73.0	98.1	99.8
North West Inner	94.4	58.7	98.5	100
North West Outer	97.9	80.0	99.3	99.7
West Inner	91.5	77.3	97.7	99.7
West Outer	92.0	77.1	96.9	99.8

**Overall Progress:**  
Amber 

<p><b>What do key stakeholders think</b></p> <p>Perception surveys of cleanliness in the city centre were undertaken in Dec 2011. The result of this are awaited at time of writing. In addition, anecdotal evidence suggests that cleanliness has improved across the city and that the service is more responsive to local issues.</p>	<p><b>New Actions</b></p> <p>Partnership work is underway with a range of internal services to identify service efficiency and improvement that will lead to better outcomes, these include:-</p> <ul style="list-style-type: none"> <li>• Programmed cleaning of ginnels via a range of agencies</li> <li>• Expanded tipping points and shared depot facilities, to reduce travel time</li> <li>• litter clearing swaps - parks etc.</li> <li>• closer working with city centre businesses partners and CCM.</li> <li>• Additional focus on environmental enforcement by PCSOs, directed by priorities agreed through tasking meetings.</li> </ul> <p>In addition the restructure of cleansing and enforcement into one service will facilitate better use of local intelligence and support a range of solutions to cover preventative as well as remedial work.</p>
<p><b>What we did</b></p> <ul style="list-style-type: none"> <li>• Leeds has recently devised Service Level Agreements (SLAs) between the 10 Area Committees and the E&amp;N Directorate setting out the service delivery arrangements for street cleansing within their areas. Performance against the SLAs will be monitored and reported at Area Committees and reviewed annually.</li> <li>• The service has recently undergone internal restructuring to allow newly appointed Locality Managers to deliver more locally responsive and accountable services via area based teams.</li> <li>• All staff within the service are now on shift patterns that support service delivery across the city on a 7 day basis.</li> <li>• The most recent round of NI 195 cleanliness surveys was completed in December. Results are awaited at time of writing.</li> </ul>	<p><b>Data Development</b></p> <ul style="list-style-type: none"> <li>• service performance and resident perception data will now be collated at a locality level, this will allow services to be more ‘intelligent’ and locally focussed.</li> </ul>
<p><b>What worked locally /Case study of impact</b></p> <ul style="list-style-type: none"> <li>• The impact of the introduction of the SLAs will be measured by the NI 195 survey results for 2011/12 and the Citizen Panel results</li> </ul>	<p><b>Risks and Challenges</b> budget challenges face all Council services and street cleansing is no exception. The need to increase efficiency/make service reductions may impact on service delivery.</p> <p>Satisfactory performance against the SLAs agreed with Area Committees is vital. Joint working and greater flexibility needs to be done in partnership with the workforce and staff need to be engaged and understand any changes that may occur to traditional working patterns/arrangements.</p>

**Meeting:** Safer and Stronger Communities Board

**Population:** All people in Leeds

**Outcome:** People can get on well together

**Priority:** Increase a sense of belonging that builds cohesive and harmonious communities.

### Why and where is this a priority

Leeds has one of the most diverse and changing cultural populations in the UK, it also houses some of the most affluent populations as well as the most deprived in the country, and these communities are often in close proximity. The current economic pressures and other factors present both opportunities and challenges for the city, including the need to ensure that we maintain and strengthen our good community relations and build links and relationships between our diverse communities and neighbourhoods.

### Story behind the baseline

Leeds has one of the most diverse and changing cultural populations in the UK. The majority of our black and minority ethnic and newly arrived communities are however concentrated in the inner city and less affluent areas. This has created some tension in communities where the impact of new arrivals or changing demographics has been felt more keenly. Whilst the overall picture is that Leeds communities are generally resilient and tolerant, the significance of intercultural tensions in some of our communities must not be underestimated. The picture nationally is that tensions between different communities of identity are increasing, and Leeds is conscious of staying ahead of that trend.

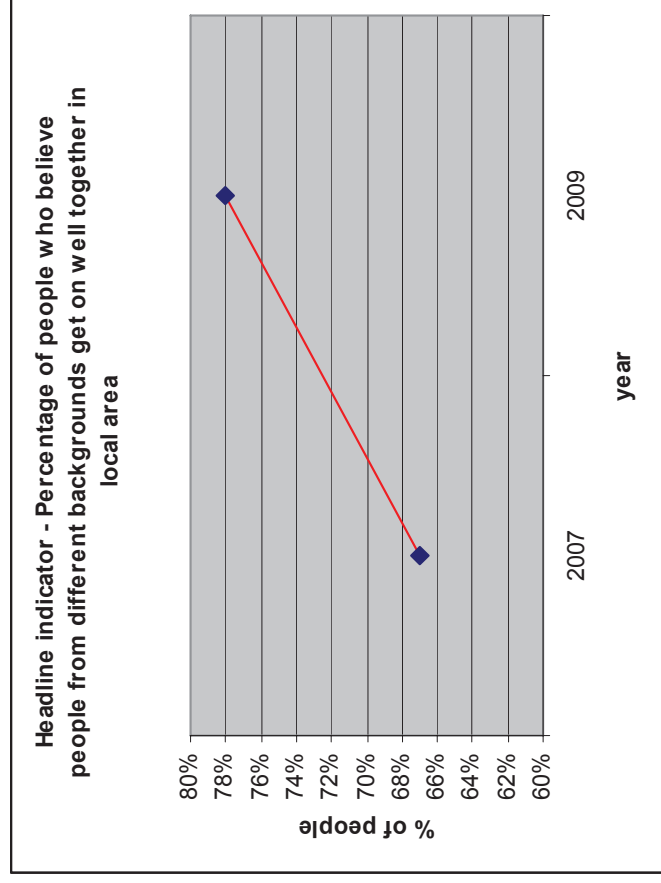
Every community in Leeds has its strengths. However, there are communities in Leeds where multiple concerns occur in the same location including poverty, unemployment, truancy and substance misuse. Where these concerns and others all exist in once place it compounds the effects of crime and anti-social behaviour, reduces respect for the environment and limits the potential benefits of community involvement and community action.

In order to help these communities with multiple concerns, our focus is on early identification, interventions and support for individuals and families to reduce such risks, threats and harms. The partnership focus for this work, is about understanding what interventions and support can be in place to make a difference at community level: understanding the conditions required to ensure interventions are most successful.

Newly emerging or changing communities are especially vulnerable to a range of threats, significant and regular changes in population, especially with short-term residency, inhibits the formation of strong, supportive and integrated communities – and we are working to look at what support needs to be in place to build resilience in these neighbourhoods, and with certain communities of identity.

Overall progress is as planned in the last 3 months, and there is confidence that we know where activity needs to be targeted to strengthen communities. Progress is noted as Amber however, to reflect the uncertainty of the funding and capacity to achieve continued progress.

**Overall Progress:**  
**AMBER**



### What do key stakeholders think

In the 2009 Residents Survey more than three quarters (78%) of respondents agreed that: "people from different background get on well together in [their] area", an increase from the level recorded in the same survey in 2007 of 67%. The Citizen's Panel will replace the Residents Survey from Q4.

### What we did

- The **Safer and Stronger Communities Board** has been established, along with three sub boards, specifically the **Stronger Communities partnership** will take the specialist lead on building community relations and strengthening support for communities. The Stronger Communities Partnership will focus on 4 key areas: effective local working with communities, improved central support, working with the third sector, and improving relations with designated communities of identity.
- **Safeguarding our Communities:** the Community Intelligence and Community Tensions monitoring arrangements have been revised since summer 2011 and have been significantly developed to include issues like hate crime, gang violence and inter-community tension. A monthly intelligence report is shared confidentially with key partners.
- **Migration Partnership:** the partnership is currently exploring options of how best to cope with the cuts to the sector, and is working with statutory partners to manage the likely impact of changes to the asylum system, as well as support work to prevent hate crime in newly arrived communities.
- **Leeds Involvement Strategy:** is a three pronged strategy aiming to bring together the different work being done in the city on promoting philanthropy, volunteering and participation.

### What worked locally /Case study of impact

- The third cohort of Migrant Community Organisers(MCOs) were trained during Q3. The MCOs are targeted volunteers from newly arrived communities, trained in basic but accurate messages on successfully navigating life in Leeds. The volunteers are then supported to disseminate this information to their communities and beyond. This work was originally commissioned from an external funding source, but cross Council departments, NHS and other partners have agreed to maintain this project .

### Risks and Challenges

All partners engaged in the stronger communities partnership are experiencing moderate to severe funding challenges, which is affecting their capacity to deliver on the objectives. The most significant threats to organisational engagement are currently being experienced by the minority ethnic third sector organisations. A national increase in incidents of hate crime and inter community tension is noted as a risk for Leeds.

### New Actions

- **Stronger Communities:** the partnership is considering using the intercultural cities framework to develop a holistic framework to supporting Leeds ambition to be "welcoming open and fair".
- **BME Strategic Partnership:** the Stronger Communities partnership has asked for a review of how BME communities views and needs are included in the strategic partnerships for the city.
- **Citizen's Panel:** Initial response from the public to the opportunity to join the new Citizens' Panel has been positive, with 2000 people already committed to taking part. The Panel is being recruited to broadly match the population profile of the area and will be used in future for a range of consultations on services, places and communities.
- **Safeguarding our Communities:** work has begun to develop community mapping which will support in understanding and identifying inter-community tensions.

### Data Development

- The Stronger Communities partnership has assigned a sub group to develop 4 substantive proxy measures, to help understand the overall headline indicator – which is a more long term measure, and will not be indicative of short term progress.
- The Stronger Communities partnership will work with the Citizen's panel to determine a reliable measure for communities strength, as well as their perception of involvement in the life of the city.

2011/12 Environment & Neighbourhoods Directorate Scorecard

Reporting Period : Quarter 3 2011/12

Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Q1	Q2	Q3	Q4
Deliver the Safer and Stronger Board City Priority Plan, with a focus on reducing burglary levels, increasing confidence in relation to Anti Social Behaviour and improving cleanliness	Inaugural meeting of the Board took place 28 September - TORs agreed and work programme in development. Next meeting scheduled for 27 January with main agenda item "Restorative Approaches"	Amber	N/A	N/A	N/A	N/A	
Create the environment for effective partnership working	Robust governance arrangements and a schedule of meetings are in place for the Board.	Green	N/A	N/A	N/A	N/A	
Improve Recycling rates	Full quarter figures are not available until a month after the quarter end. Current RAG of Amber reflects the potential risk of not achieving the Target of 41.32% following the slight dip in performance from Q2. The dip can be explained by seasonal variation whereby the collection of garden waste is suspended and street arisings are predominantly leaf-fall rather than sweepings.	Amber	Increase percentage waste recycled	41.19%	PROV 39.69% (YTD 40.46%)	YTD 39.75% to end Nov	
Improve refuse service reliability	The result represents the average number of missed bins per 100,000 from the start of the year (April). Q3 includes the Christmas period (which always brings challenges as collection days are changed) and the day of industrial action which led to 200+ customer contacts that have been included within the result. Implementation of Route Optimisation has brought changes to usual collection days/times and some routes will need further changes. Residual bins (black) collections alone were well within the target of 50 misses per 100,000 collections in both October and November. Green and Brown bin collections have proved to be more problematic and the reasons for this are being considered.	Amber	Reduce number of missed bins per 100,000 collected	NA	98	95	
Ensure that local neighbourhoods are clean	Site Surveys (as per indicator NI195) were undertaken during November/December. Although data from two wards is still awaited, indicative results suggest a general improvement in the level of cleanliness across all areas of the city when compared to the 10/11 results (City-wide 10/11 result 9.1%). Perception of service to be considered through the Citizen Panel.	Amber	Reduce percentage of streets with unacceptable levels of litter (ANNUAL)	NA	NA	7.6% PROV	
Reduction in Burglary levels	Joint efforts of partners on burglary reduction and improved coordination of effort throughout the year is now delivering results. December performance was the best in the last 10 years and we continue to 'turn the curve'.	Green	Reduce number of burglaries		4255	1790 (6045)	

Self Assessment
No performance related issues

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**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Safer and Stronger Communities)**

**Date: 12<sup>th</sup> March 2012**

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

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. 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 ten 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 ten months of the financial year 2011/12.

**Background documents<sup>1</sup>**

5. Report of the Director of Resources to Executive Board 7<sup>th</sup> March 2012. Financial Health Monitoring 2011/12 – Month 10.

<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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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 10.

### 2.0 Overall Summary

The projected position for Environment and Neighbourhoods Directorate is an overspend of £1.529m, which is £0.02m higher than the previous position reported to Executive Board.

### 3.0 Explanation of the Projected Overspend

#### Staffing +£2,257

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, the budget assumes savings from the Early Leaver Initiative which are not going to be realized during this year (**£365k**), which is partially offset by vacant posts within Neighbourhood Services are projected at (**£75k**).

#### Premises & Supplies and Services (£709k)

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 our brown bins.

Projections assume a spending freeze across the Directorate in these budget heads to contribute a net (£50k) after helping offset various minor overspends.

The construction skills contract with the College of Building (CoB) ceased in December 2011. Review of all of the payments made and those still pending, will generate a saving of £315k due to the outputs delivered being lower than forecast.

### Transport £253k

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 7<sup>th</sup> November 2011 and will result in a variation in Supporting People payments of £948k.

### Income + £722k

Car Parking income is currently projected to be £679k short of the budget overall. This variation can be explained by a combination of further reductions in PCN numbers £181k and on and off street fee income £398k. A delay in the identification of appropriate spaces to convert from short stay to long stay results in a further variation of £100k. However, the projection assumes £133k in additional income for bus lane enforcement.

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 10** the HRA is projecting a surplus of **£1,167k**. This is a movement of **£142k** from the position reported at Period 9. Key variances are shown below:

	<b>£000</b>
Increase in projected income from dwelling rents, shops and service charges due to void levels continuing to fall and increased income from shared equity properties	(313)
Reduction in the contribution required from Aire Valley Homes (AVH) to the Swarcliffe PFI project	268
Additional savings on staffing, training and transport costs	(88)
Additional legal fees in relation to the Mears case	200
An increase in costs relating to furnished accommodation	95
Agreed reduction in the grant paid to Leeds Tenants Federation	(24)

### Key variances from 2011/12 budget - Income

**£2.5m** of additional rental income is projected from dwellings and miscellaneous properties. The additional income is as a result of void levels being 1.1% lower than budgeted, planned demolitions starting later in the year than anticipated and an increase in income from shared equity properties. Most of this additional income will be paid over to the ALMOs as additional void incentive payments.

Additional income of **£246k** is projected from shops.

Income from Heat Lease charges is projected to be **£39k** 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 (**£238k**) 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 9. 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 **£193k** on salaries and wages. This is an increase of £73k from Period 9. The savings against budget are due to additional officers leaving the Council under the ELI scheme and savings on the training budget.

The supplies and services budget is projected to underspend by **£3,086k**. The key movements from the 2011/12 budget are savings due to the delay in the LLBH&H PFI project (**£3,158k**), slippage in the implementation of updates to the Keystone system (**£225k**), an agreed reduction in the grant paid to Leeds Tenants Federation (**£51k**), savings on office consumables (**£27k**) pest control (**£20k**). These savings are **offset** by unbudgeted expenditure for noise nuisance (**£62k**), an increase in costs relating to furnished accommodation (**£95k**) and costs relating to Procurement 2011 (**£45k**). Variations of **£200k**

in relation to Swarcliffe access refusals pass through costs and environmental works will be funded from reserves.

Recharges are projected to overspend by **£1,173k**. 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 **£450k** from the General Fund for the Family Intervention Programme, Victim Support scheme and other appropriate costs.

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

A projected increase in legal charges (**£350k**) in relation to the Mears case.

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

A **£40k** recharge from Commercial Asset Management for works in relation to miscellaneous properties.

An increase in paralegal court costs (**£40k**) which will be recovered from tenants.

An increase in the recharge from PPPU (**£22k**).

An analysis of disrepair cases as at the end of Period 10 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.

## **2.4 Reserves**

The HRA General Reserve is projected to be **£5.7m** 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 10 Projected Outturn**

<b>Division</b>	<b>Spend</b>	<b>£000 +</b>	<b>£000 -</b>	<b>£000 Sum</b>
Car Parking	Staffing		(249)	
	other	22	0	
	Income	491		
		<b>513</b>	<b>(249)</b>	<b>264</b>
Waste Management	Staffing		(19)	
	Disposal Costs		(161)	
	Recycling Income	140		
	Gamblethorpe Income	63		
	Other	(54)		
		<b>149</b>	<b>(180)</b>	<b>(31)</b>
Waste Operations	Staffing	145		
	Fuel	14		
	Other	(85)		
		<b>74</b>	<b>0</b>	<b>74</b>
Refuse	Staffing - Back Up	499		
	Staffing - Other	707	(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	56	(36)	
		<b>1,865</b>	<b>(577)</b>	<b>1,288</b>
Locality / Env Health	Staffing - Cover	(62)	(66)	
	MWC	103		
	OOH OT		0	
	Fuel	66		
	Transport	0	(22)	
	FPN Income	24		
	Pest Control		(21)	
	Supplies		(137)	
	Other	69	31	
		<b>200</b>	<b>(215)</b>	<b>(15)</b>
Line By Lines	To be determined		(125)	(125)
<b>TOTAL</b>		<b>2,801</b>	<b>(1,346)</b>	<b>1,455</b>

**Neighbourhood Services - Period 10 Projected Outturn**

<b>Division</b>	<b>Spend</b>	<b>£000 +</b>	<b>£000 -</b>	<b>£000 Sum</b>
Community Safety	Staffing	179		
	Income	122		
	Other		(55)	
		<b>301</b>	<b>(55)</b>	<b>246</b>
Statutory Housing	Staffing	62		

	Income		(19)	
	Other		(17)	
		<b>62</b>	<b>(36)</b>	<b>26</b>
Regeneration Programmes	Staffing		(57)	
	Income	350		
	Supplies	117		
	Other		(37)	
		<b>467</b>	<b>(94)</b>	<b>373</b>
Employment & Skills	Staffing	164		
	Income		(132)	
	Supplies	60	(361)	
	Other		(16)	
		<b>224</b>	<b>(509)</b>	<b>(285)</b>
Resources, Strategy & Commissioning	Staffing	459		
	Income		(174)	
	Supplies		(847)	
	Community Centres		2	
	Other		(90)	
	Cross cutting	365		
		<b>824</b>	<b>(1,109)</b>	<b>(285)</b>
<b>Neighbourhood Services Total</b>		<b>1,878</b>	<b>(1,803)</b>	<b>75</b>
<b>ENVIRONMENT &amp; NEIGHBOURHOODS TOTAL</b>		<b>4,679</b>	<b>(3,149)</b>	<b>1,530</b>



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**Report of the Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Safer and Stronger Communities)**

**Date: 12<sup>th</sup> March 2012**

**Subject: Recommendation Tracking**

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 checked="" type="checkbox"/> Yes	<input 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. This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of the Phase 2 Dog Control Orders.
2. The Scrutiny recommendation tracking system allows the Scrutiny Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

**Recommendations**

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

## **1 Purpose of this report**

- 1.1 This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of the Phase 2 Dog Control Orders.

## **2 Background information**

- 2.1 It was agreed in June 2011 that the Safer and Stronger Communities Scrutiny Board should play an active part in analysing the proposed options arising from the Phase 2 Dog Control Orders project before approval is sought from the Executive Board in December 2011 to implement further Dog Control Orders.
- 2.2 At its meeting in November 2011, the Scrutiny Board agreed a report summarising its observations, conclusions and recommendations in relation to the proposals arising from the Phase 2 Dog Control Orders project. The Scrutiny Board's report was appended to the report to Executive Board in December 2011.
- 2.3 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.

## **3 Main issues**

- 3.1 A standard set of criteria has been produced to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 3.2 To assist Members with this task the Principal Scrutiny Adviser, in liaison with the Chair, has given a draft status for each recommendation. The Board is asked to confirm whether these assessments are appropriate and to change them where they are not. Details of progress against each recommendation is set out within the table at Appendix 2.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at Appendix 2.
- 4.1.2 The Executive Board Member for Environmental Services has been consulted on the response to the recommendations. In relation to recommendation 9, the Executive Board Member is supportive of the conclusion reached by the Project Board, as set out in Appendix 3.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 Where consideration has been given to the impact on equality areas, as defined in the Council's Equality and Diversity Scheme, this will be referenced against the relevant recommendation within the table at Appendix 2.

### **4.3 Council Policies and City Priorities**

4.3.1 This section is not relevant to this report.

### **4.4 Resources and Value for Money**

4.4.1 Details of any significant resource and financial implications linked to the Scrutiny recommendations will be referenced against the relevant recommendation within the table at Appendix 2.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 This report does not contain any exempt or confidential information.

### **4.6 Risk Management**

4.6.1 This section is not relevant to this report.

## **5 Conclusions**

5.1 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations. Progress in responding to those recommendations arising from the Scrutiny review of the Phase 2 Dog Control Orders is detailed within the table at Appendix 2 for Members' consideration.

## **6 Recommendations**

6.1 Members are asked to:

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

## **7 Background documents<sup>1</sup>**

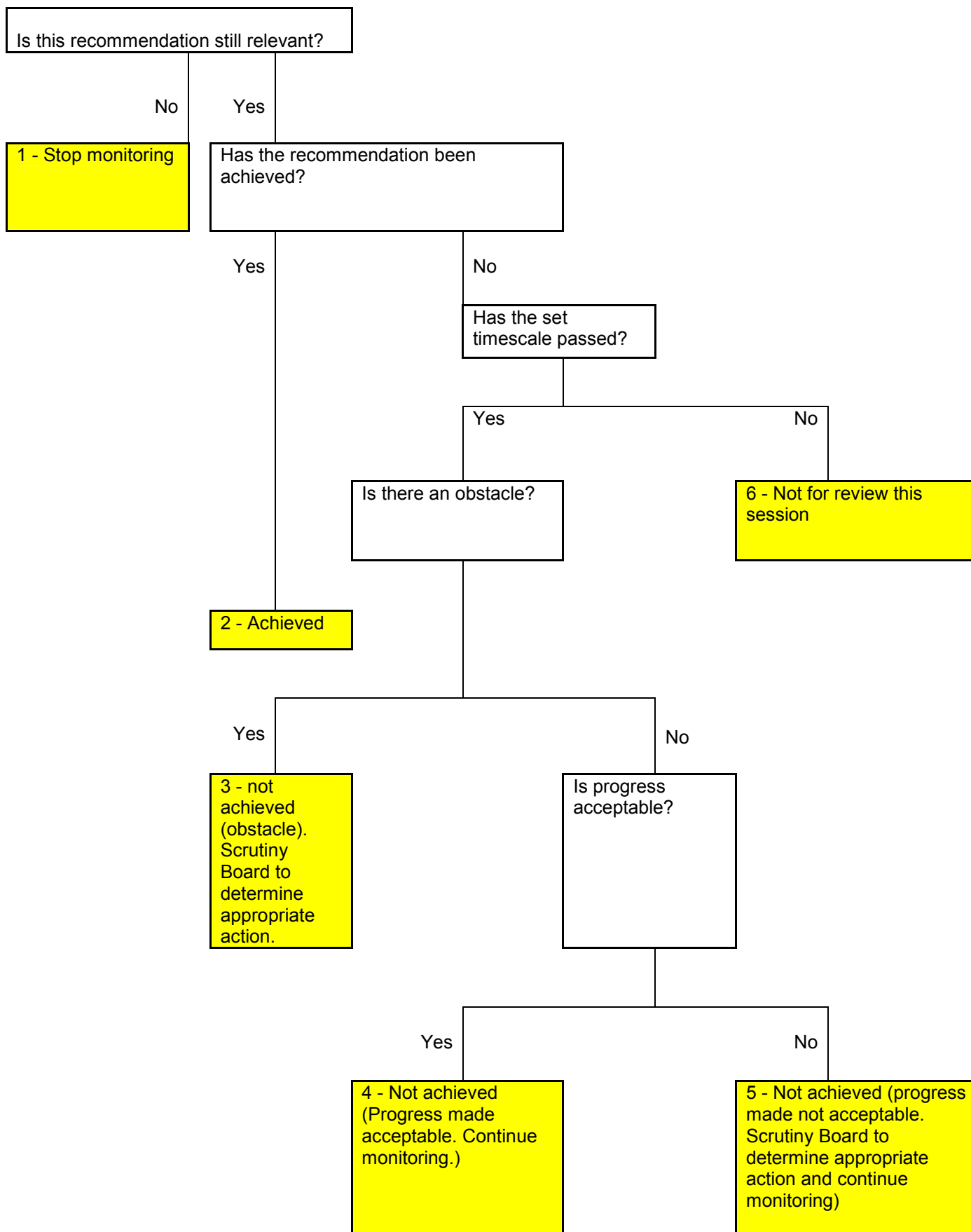
7.1 Report of the Head of Scrutiny and Member Development to the Safer and Stronger Communities Scrutiny Board 'Dog Control Orders – Phase 2 Project – Scrutiny Comments'. 14<sup>th</sup> November 2011.

7.2 Report of the Director of Environment and Neighbourhoods to Executive Board. 'Dog Control Orders – Phase 2'. 14<sup>th</sup> December 2011.

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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



## Review of the Phase 2 Dog Control Orders (November 2011)

### 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

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p><b>Recommendation 1</b> That the Executive Board supports the proposal to revoke the existing Dog Control (Exclusion) Order and replaces it with a new Order with the proposed updated schedule of land.</p>	<p><b>Current position:</b> This proposal was agreed by Executive Board in December 2011.</p>	2- Achieved	
<p><b>Recommendation 2</b> That as part of the Council’s approach to review or amend schedules of land associated with Dog Control Orders, the Scrutiny Board recommends that the relevant Ward Members be approached to share their local knowledge of the designated areas to help identify any anomalies prior to finalising the schedule.</p>	<p><b>Current position:</b> A reminder email was sent to all previous email recipients on 10th October; including all Councillors, Town and Parish Councils, Dogs Trust, Dog walking organisations; reminding them of the closing date for the consultation. The consultation closed on 14<sup>th</sup> October in order that the full site list could be signed off through Executive Board in December 2011.  The future review process, agreed by Executive Board, will include consultation with local Ward Members to identify any anomalies prior to the schedule being finalised.</p>	2 – Achieved	

<p><b>Recommendation 3</b>  <b>That the Executive Board supports the proposal to make a Dog Control (Dogs on Leads at All Times) Order requiring that dogs should be on a lead at all times on the specified land, which is to include all carriageways, adjacent footpaths and grass verges within the Leeds City Council district and in cemeteries and crematoria.</b></p>	<p><b>Current position:</b>  This proposal was agreed by Executive Board in December 2011.</p>	<p>2 - Achieved</p>	
<p><b>Recommendation 4</b>  <b>That the Executive Board supports the proposal to revoke the existing Dog Control (Dogs on Leads by Direction) Order and make a new Order in the same terms which applies throughout the Leeds district on any land to which the Dog Control (Dogs on Leads at All Times) Order does not apply.</b></p>	<p><b>Current position:</b>  This proposal was agreed by Executive Board in December 2011.</p>	<p>2 - Achieved</p>	
<p><b>Recommendation 5</b>  <b>That non-payment of Fixed Penalty Notices in relation to Dog Control Orders are actively pursued and further legal action taken where required, particularly in relation to repeat offenders.</b></p>	<p><b>Current position:</b>  The Council's Enforcement and Regulatory staff are absolutely clear that if payment of a Fixed Penalty Notice is not made the Council will actively pursue prosecutions through the Courts. Furthermore if an offender has previously had a Fixed Penalty Notice the Council will seek immediate prosecution rather than allow the discharge of the offence through an FPN. Locality Teams have reinforced this position through the recent training given to enforcement staff around Dog Control Orders.</p>	<p>4  Not achieved  (Progress made acceptable.  Continue monitoring.)</p>	

	<p>The new powers allow us to deal more effectively with stray dogs. When dogs are picked up and returned to their owners, unless there is clear justification why the dog was straying, the owner will now be fined for allowing the dog on the highway without a lead. In the first 4 weeks of the Order being in place the Council has issued 10 Fixed Penalty Notices for dogs not being on the lead on a public highway, the vast majority in relation to dog owners allowing their dogs to stray.</p>		
<p><b>Recommendation 6</b>  <b>That further work is undertaken by the Council to significantly expand the level of staff resource available to enforce Fixed Penalty Notices and also act as professional witnesses to any breaches of the Dog Control Orders.</b></p>	<p><b>Current position:</b></p> <p>All 48 enforcement staff within the Locality Teams have been trained and can now undertake enforcement action in relation to Dog Control Orders. This is a significant expansion on the 6 Dog Wardens who have been able to take action in the past.</p> <p>A form has been developed to enable PCSOs to report any environmental problems they encounter and can also act as professional witnesses to any Dog Control Order incidents. Locality Teams are working closely with partners in the ALMOs and Parks and Countryside to explore the possibilities of them becoming more involved in enforcement actions.</p>	<p>4  Not achieved  (Progress made acceptable.  Continue monitoring.)</p>	
<p><b>Recommendation 7</b>  <b>That any new Dog Control Orders are effectively communicated to the public, which includes the use of appropriate signage, and for the Council to reinforce the message that Dog Control Orders will be rigorously enforced.</b></p>	<p><b>Current position:</b></p> <p>A media plan has been developed and is being delivered focussing on the new powers in relation dogs on leads on the highway and the increased number of people who are able to take enforcement action in relation to dog fouling. A key message in this media work is that the Council will and is rigorously enforcing the Orders. This is being delivered in late February and early March.</p> <p>Signage for each new site is being erected throughout February and March. There is no plan to erect signage on every highway in Leeds to advertise the Dogs on Leads Order.</p>	<p>4  Not achieved  (Progress made acceptable.  Continue monitoring.)</p>	

<p><b>Recommendation 8</b>  <b>That the Executive Board supports the development of an Enforcement Policy in relation to the Dog Specified Maximum Order.</b></p>	<p><b>Current position:</b>  This proposal was agreed by Executive Board in December 2011.</p>	<p>2 - Achieved</p>	
<p><b>Recommendation 9</b>  <b>That the Project Board undertakes further work in relation to parks and playing pitches that are used by schools that have no on-site green space. This is to accurately assess the extent of the problems encountered in such areas in relation to dog fouling in particular and explore the best use of the full range of powers available to the Council in promoting responsible dog ownership in such areas.</b>  <b>Such work should be undertaken as a matter of urgency, with an update report brought back to the Scrutiny Board by March 2012.</b></p>	<p><b>Current position:</b>  See Appendix 3 for a detailed report of which the conclusion is:  The Project Board would acknowledge that the use of the Dogs on Leads Order on playing fields which schools use may help with enforcement action in that any dog fouling would be by definition very close to their owner and therefore easier to prosecute if observed. However, having weighed up the evidence and options the Project Board do not feel that it is appropriate to further restrict dogs on these pieces of land for the following reasons.</p> <ul style="list-style-type: none"> <li>• It would likely be seen as disproportionate to enforce on safety grounds where there is no safety issue, e.g. the park was empty but for the person and their dog;</li> <li>• It is unlikely that a blanket restriction at all times of the day could be justified and a restriction only at times when the school is using the park is unlikely to have any impact on dog fouling;</li> <li>• If we consulted and changed the Dogs Exclusion or Dogs on Leads Orders to be justified on the basis of preventing dog fouling this could set a difficult precedent for other parks where fouling is also an issue;</li> <li>• There is no evidence to show that dog fouling has a greater impact in parks used by schools than those that are not;</li> <li>• There are existing powers to prosecute people who allow their dogs to foul anywhere in Leeds. Simply extending the powers is unlikely to result in any more convictions as the breach still has to be observed.</li> </ul>	<p>4  Not achieved  (Progress made acceptable.  Continue monitoring.)</p>	



	<p>The Project Board's view is therefore that the way to deal with these parks is to identify them through Parks and Countryside Services and, where dog fouling is felt to be an issue, undertake targeted enforcement using the larger range of staff that are now trained to do this.</p> <p>The Executive Member for Environmental Service has been consulted on this response and is broadly supportive of this approach.</p>		
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## Detailed Response to Scrutiny Board Recommendation 9

### 1. Purpose of this report

Recommendation 9 of the Scrutiny review of the Phase 2 Dog Control Orders asked that: *“...the Project Board undertakes further work in relation to parks and playing pitches that are used by schools that have no on-site green space. This is to accurately assess the extent of the problems encountered in such areas in relation to dog fouling in particular and explore the best use of the full range of powers available to the Council in promoting responsible dog ownership in such areas. Such work should be undertaken as a matter of urgency, with an update report brought back to the Scrutiny Board by March 2012.”*

Many schools in Leeds do not have their own green space and use parks and playing pitches on public green spaces instead. Scrutiny Board asked that the Project Board assess whether the powers should be extended on these pieces of land to prevent dog fouling and support the effective enforcement of the Dog Fouling Order on land where there was an increased risk to school age children.

### 2. Background

Dog Control Orders were set up to deal with a range of issues caused by irresponsible dog ownership. Five Orders are in place:

- The Dog Fouling Order has been in place since 2006 and makes it an offence to not clean up after a dog has fouled on any public access land;
- The Dog Exclusion Order excludes dogs from specified pieces of land such as children’s play areas and some school grounds;
- The Dogs on Leads at all Times Order requires dogs to be on leads next to all carriageways and adjacent footpaths and grass verges, and also cemeteries, crematoria, enclosed church yards and some specialist or ornamental gardens;
- The Dogs on Leads by Direction Order gives an authorised officer of the council the power to instruct a dog owner to put their dog on the lead to prevent nuisance behaviour;
- The Dogs Specified Maximum (Leeds) Order restricts the maximum number of dogs that can be walked at a given time to 4.

Breach of any of these Orders is, in effect, a criminal offence liable on summary conviction, to a fine not exceeding level 3 on the standard scale (£1,000). A person may be offered the opportunity to discharge any liability to conviction for any offence under any Dog Control Order by payment of a fixed penalty. The specified amount of the fixed penalty is £75.

Given that a breach is a criminal offence the Council needs to make sure that the enforcement of the Orders is proportionate to the scale of the problem and can be robustly argued in terms of evidence in Court.

As the DEFRA guidance on Dog Control Orders states:

*“The authority needs to balance the interests of those in charge of dogs against the interests of those affected by the activities of dogs, bearing in mind the need for people, in particular children, to have access to dog free areas and areas where dogs are kept under strict control, and the need for those in charge of dogs to have access to areas where they*

*can exercise their dogs without undue restrictions. A failure to give due consideration to these factors could make any subsequent Dog Control Order vulnerable to challenge in the Courts.”*

### **3. Justification for the original Orders**

The justification for the Orders that are now in place was clearly stated in the public advertisement used during the consultation process. For Dogs on Leads Order the justification was:

*“to ensure that any dog is kept under control at all times and doesn't run unexpectedly into a road causing traffic accidents or injury to the dog itself. It is also proposed that this Order be applied to cemeteries and crematoria. This is because dogs can cause considerable anguish to visitors at an already distressing time, especially if they are creating a disturbance or fouling.”*

For Dog Exclusion Orders the justification was:

*“...where a dog may cause damage and disturbance to the area even when under close control. It is also proposed to include areas such as school grounds where it might not be possible to keep a dog under close control due to likely distractions which may endanger young and vulnerable people.”*

Whilst the Council could consult and change the justification of the Orders to include the specific reference to enabling stronger enforcement of the Dog Fouling Order this is unlikely to strengthen the powers the Council currently has. An Order is already in place that allows us to prosecute dog owners who allow their dogs to foul areas. Using the Dog Exclusion or Dogs on Leads Order to help with enforcing the Dog Fouling Order is fraught with problems, largely because the Council could not prosecute two Orders at the same time. It is also worth noting that this justification could equally be applied to many parks that have dog fouling problems but which schools do not use. This could lead to some of our largest and most prestigious parks falling within the justification for extension of the two Orders.

### **4. Extension of the Orders specifically to parks used by schools**

Schools that use parks and playing pitches in lieu of their own on-site green space should have a formal agreement with Parks and Countryside Services to do so. This formal agreement should describe the hours and scope of usage and any issues within the Park should be managed through Parks and Countryside Services.

Many schools in Leeds now have Dog Exclusion Orders in place on their grounds. This is justified because the primary purpose of the grounds is for school use. The primary purpose of parks used by schools is for public recreation rather than school use. When deciding on the Order that should be in place the Council needs to assess the primary purpose against the risk of harm to school children using the area. There would have to be enough evidence that a schools use of the park led to a higher risk than in a different park not formally used by a school that had similar dog fouling problems.

To date Parks and Countryside Services have no evidence that there is a greater problem with dog fouling in the parks formally used by schools. A reminder email was sent to all school Head Teachers including the question as to whether they would want dogs on leads on parks which they used for recreation. The Project Board did not receive any response from any school asking for this restriction to be put in place.

If the Council did consider that the risk was great enough to justify a Dog Exclusion or Dogs on Leads Order on these sites the Council would also need to consider whether the use of the park by the school only at certain times or days of the week was enough to justify an 'at all times' restriction on dogs. Whilst an Order could be put in place that restricted dogs at the times when the school was using the park there are significant difficulties with this. The offence committed is that a person cannot 'knowingly' let their dog breach the Orders. Any confusion about the times or days the restrictions apply would be used to provide justification that the owner did not 'know' that the Order was in place and could leave us open to challenge and make the Order unenforceable. It is also unlikely that the times when dogs would be excluded would coincide with the times that irresponsible dog owners let their dogs foul meaning that it is unlikely that the powers would lead to any increased in enforcement action taken.

The offence committed also has to be observed, i.e. an enforcement officer or reliable witness needs to have observed the offence taking place. In this context an extension of Dogs on Leads Order to these types of park would not, in itself, increase the number of prosecutions being made. In order to prosecute the Council would still need people in place to observe the problem and, if a dog were observed fouling, regardless of the Dogs on Leads Order being in place, the owner would be prosecuted.

## **5. Conclusion**

The Project Board acknowledges that the use of the Dogs on Leads Order on playing fields which schools use may help with enforcement action in that any dog fouling would be by definition very close to their owner and therefore easier to prosecute if observed. However, having weighed up the evidence and options the Project Board do not feel that it would be appropriate to further restrict dogs on these pieces of land for the following reasons.

- It would likely be seen as disproportionate to enforce on safety grounds where there is no safety issue, e.g. the park was empty but for the person and their dog;
- It is unlikely that a blanket restriction at all times of the day could be justified and a restriction only at times when the school is using the park is unlikely to have any impact on dog fouling;
- If the Council consulted and changed the Dogs Exclusion or Dogs on Leads Orders to be justified on the basis of preventing dog fouling this could set a difficult precedent for other parks where fouling is also an issue;
- There is no evidence to show that dog fouling has a greater impact in parks used by schools than those that are not;
- There are existing powers to prosecute people who allow their dogs to foul anywhere in Leeds. Simply extending the powers is unlikely to result in any more convictions as the breach still has to be observed.

The Project Board's view is therefore that the way to deal with these parks is to identify them through Parks and Countryside Services and, where dog fouling is felt to be an issue, undertake targeted enforcement using the larger range of staff that are now trained to do this.

**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Safer and Stronger Communities)**

**Date: 12<sup>th</sup> March 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 10<sup>th</sup> February 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
<b>Reducing Burglary</b>	Consider potential scope of review SB 12/06/11 @ 10am		
<b>Anti-Social Behaviour</b>	Consider potential scope of review SB 12/06/11 @ 10am		
<b>Streetscene Services</b>	Consider potential scope of review SB 12/06/11 @ 10am – (deferred to July)	Consider potential scope of review SB 18/07/11 @ 10am	
<b>Role of the third sector and Council in mitigating the negative effects of the recession upon communities.</b>	Consider potential scope of review SB 12/06/11 @ 10am		
<b>Board initiated piece of Scrutiny work.</b> 59	To consider potential areas of review.	Report on the 2010/11 Financial Outlook 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
<b>Crime and Disorder Committee work.</b>	To consider potential areas of review.		
<b>Budget &amp; Policy Framework</b>			
<b>Recommendation Tracking</b>			
<b>Performance Monitoring</b>			

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
<b>Reducing Burglary</b>	Presentation on the Leeds Burglary Reduction Strategy - SB 12/09/11		
<b>Anti-Social Behaviour</b>			
<b>Streetscene Services</b>			
<b>Role of the third sector and Council in mitigating the negative effects of the recession upon communities.</b>			Strategic Planning and Policy Board Third Sector Review – Progress Report SB 14/11/11 @ 10 am
<b>Board initiated piece of Scrutiny work.</b>	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
<b>Crime and Disorder work</b>			
<b>Budget &amp; Policy Framework</b>			
<b>Recommendation Tracking</b>	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
<b>Performance Monitoring</b>			



## 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
<b>Reducing Burglary</b>			
<b>Anti-Social Behaviour</b>			
<b>Streetscene Services</b>			
<b>Role of the third sector and Council in mitigating the negative effects of the recession upon communities.</b>			
<b>Board initiated piece of Scrutiny work.</b>	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 – Cancelled  PRS Housing Inquiry – Final session WG 22/02/12 - Re-scheduled to March
<b>Crime and Disorder Committee work.</b>			
<b>Budget &amp; Policy Framework</b>			
<b>Recommendation Tracking</b>		Housing Lettings Process SB 16/01/12 @ 10 am	
<b>Performance Monitoring</b>	Quarter 2 performance report SB 12/12/11 @ 10 am		

## 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)
<b>Reducing Burglary</b>			
<b>Anti-Social Behaviour</b>		Update report following the Leeds Anti-Social Behaviour Review 'Operation Quest' SB 03/04/12 @ 10 am	
<b>Streetscene Services</b>			
<b>Role of the third sector and Council in mitigating the negative effects of the recession upon communities.</b>			
<b>Board initiated piece of Scrutiny work.</b> Page 62	Financial Health Monitoring Report SB 12/03/12 @ 10 am  Fuel Poverty Inquiry – Final session WG 06/03/12 @ 10 am  PRS Housing Inquiry – Final session WG 06/03/12 @ 3.30 pm  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	
<b>Crime and Disorder Committee work.</b>		Police Reform and Social Responsibility Act - Update report SB 03/04/12 @ 10 am	
<b>Budget &amp; Policy Framework</b>			
<b>Recommendation Tracking</b>	Phase 2 Dog Control Orders SB 12/03/12 @ 10 am		
<b>Performance Monitoring</b>	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

FRIDAY, 10TH FEBRUARY, 2012

**PRESENT:** Councillor K Wakefield in the Chair

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

### 183 Late Items

There were no late items as such, however, it was noted that 2 pages which due to a printing error had been omitted from paper copies of the agenda, had been circulated prior to the meeting for consideration (Minute No. 197 referred).

In addition, with the agreement of the Chair, a response to agenda item 13 entitled, 'Deputation to Council: 16<sup>th</sup> November 2011: National Federation of the Blind', from the Leeds Branch of the National Federation of the Blind had been circulated to Board Members at the meeting for their consideration (Minute No. 187 referred).

### 184 Declarations of Interest

Although no declarations of interest were made at this point in the meeting, declarations were made at later points in the meeting (Minute Nos. 190 and 201 referred respectively).

### 185 Access to Background Papers

In responding to enquiries which had been recently raised, the Chief Executive confirmed that all statutory requirements had been fulfilled with respect to Background Papers on the current Executive Board agenda, but emphasised that further work would be undertaken into how the referencing of such background documents could be improved in the future.

### 186 Minutes

**RESOLVED** – That the minutes of the meeting held on 4<sup>th</sup> January 2012 be approved as a correct record.

## ADULT HEALTH AND SOCIAL CARE

### 187 Deputation to Council 16th November 2011 - National Federation of the Blind

The Director of Adult Social Services submitted a report responding to the deputation made to Council on 16th November 2011 by the Leeds Branch of the National Federation of the Blind. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

With the agreement of the Chair, a response received from the Leeds Branch of the National Federation of the Blind had been circulated to Board Members at the meeting for their consideration.

Clarification was provided by the Director of Adult Social Services that the reference within Appendix 2 to the submitted report should read as 'Action for Blind People' and not 'Action for the Blind'.

Having responded to Members' enquiries regarding the transfer of information which had occurred between contractors, the Executive Member for Adult Health and Social Care together with the Director of Adult Social Services assured the Board that dialogue would continue with all relevant parties in order to address the concerns which remained in respect of this issue.

In concluding the discussion, it was requested that Scrutiny Board (Health and Wellbeing and Adult Social Care) continued to be involved in the resolution of this matter, and that Executive Board Members, together with Group Leaders were kept informed of any further developments.

**RESOLVED –**

- (a) That the contents of the submitted report be noted;
- (b) That the actions currently being undertaken by Adult Social Care and Leeds Vision Consortium to address the points raised by the Deputation be noted.

**RESOURCES AND CORPORATE FUNCTIONS**

**188 Financial Health Monitoring 2011/12 - Month 9**

The Director of Resources submitted a report setting out the Council's projected financial health position after nine months of the financial year. The report reviewed the position of the budget after eight months and commented on 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.

Members highlighted the positive impact of the one-off sources income received by the Council during the financial year upon the current budgetary position.

In responding to a Member's specific enquiry, the Director of Environment and Neighbourhoods undertook to provide the Member in question with a briefing on an ongoing litigation matter within Housing.

In conclusion, the Board paid tribute to the robust management of the budget which had taken place throughout the current financial year.

**RESOLVED –** That the projected financial position of the authority after the three quarters of the financial year be noted.

## 189 Revenue Budget 2012/13 and Capital Programme

### (A) Revenue Budget and Council Tax 2011/2012

Further to Minute No. 154, 14<sup>th</sup> December 2011, the Director of Resources submitted a report on the proposals for the City Council's Revenue Budget for 2012/2013, on the Leeds element of the Council Tax to be levied in 2012/2013 and on Council House rents for 2012/13, which had been prepared in the context of the Council's initial budget proposals agreed by Executive Board in December 2011, the Local Government Finance settlement and the results of the budget consultation. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Whilst introducing the report, the Chair paid tribute to all of those who had been involved in preparing the Council's budgetary proposals.

In responding to Members' enquiries, the Board received an update in respect of the current position regarding shared services with other local authorities, and an undertaking was given that a briefing note would be provided to Group Leaders on this matter. In addition, the Board also received clarification with regard to the Capital Receipts Incentive Scheme, which was to confirm that the scheme did not apply to the sale of assets already assumed within the Capital Programme. It was also confirmed that the budget proposed did not reduce current Area Management funding.

Members welcomed the proposed Council Tax freeze for 2012-13 and requested that representations were made to the Government regarding the need for such funding from the Government to continue into future years.

The Board highlighted the significant achievement that despite the Council's reduced workforce in recent years, there had been no enforced redundancies. The Chief Executive then paid tribute, both to those employees who had left the authority in recent years and also to those who remained.

Members discussed the proposed increase in the proportion of the Council's budget which was dedicated to Children's Services and Adult Social Care and also considered the impact of the increasing number of schools becoming academies upon the budget.

### **RESOLVED -**

- (a) That Council be recommended to approve the Revenue Budget for 2012/2013 totalling £563,114,000, as detailed and explained within the submitted report and accompanying papers, with no increase in the Leeds' element of the Council Tax for 2012/13.
- (b) That in respect of the Housing Revenue Account, Council be recommended to: -

(i) approve the budget at the average rent increase figure of 6.82%;

(ii) increase the charges for garage rents to £6.93 per week;

(iii) increase service charges in line with rents (6.82%).

(B) Capital Programme Update 2011-2014

The Director of Resources submitted a report setting out the updated draft capital programme for 2011-2014, which included forecast resources for that period. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

**RESOLVED –**

(a) That the following be recommended to Council:

(i) That the capital programme, as attached to the submitted report, be approved;

(ii) That the Executive Board be authorised to approve in year amendments to the capital programme, including transfers from and to the reserved programme in accordance with Financial Procedure Rules; and

(iii) That the proposed Minimum Revenue Provision (MRP) policies for 2012/13, as set out within 3.7 of the submitted report and as explained at Appendix E, be approved.

(iv) That the updated capital approval delegations in Financial procedure Rules, as shown in Appendix F to the submitted report, be approved.

(b) That approval be given to the list of land and property sites, as shown within Appendix D to the submitted report, being disposed of in order to generate capital receipts for use in accordance with the MRP policy.

(c) That the Director of Resources be authorised to manage, monitor and control scheme progress and commitments to ensure that the programme is affordable.

(C) Treasury Management Strategy 2012-2013

The Director of Resources submitted a report setting out the Treasury Management Strategy for 2012/2013 and outlining the revised affordable borrowing limits under the prudential framework. In addition, the report also provided a review of strategy and operations in 2011/2012. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

**RESOLVED –**

- (a) That approval be given to the initial treasury strategy for 2012/13, as set out within Section 3.3 of the submitted report, and that the review of the 2011/2012 strategy and operations, as set out within Sections 3.1 and 3.2 of the submitted report, be noted.
- (b) That it be noted that the changes to CIPFA's Treasury Management Code of Practice and cross sectoral guide and Prudential Code of practice have been adopted and implemented by the Council.
- (c) That Council be recommended to set the borrowing limits for 2011/12, 2012/13, 2013/14 and 2014/15, as set out within Section 3.4 of the submitted report.
- (d) That Council be recommended to set the treasury management indicators for 2011/12, 2012/13, 2013/14 and 2014/15 as set out within Section 3.5 of the submitted report.
- (e) That Council be recommended to set the investment limits for 2011/12, 2012/13, 2013/14 and 2014/15 as set out within Section 3.6 of the submitted report.
- (f) That Council be recommended to adopt the revised Treasury Management Policy Statement.

(The matters referred to in parts A(a), A(b)(i) to (iii), B(a)(i) to (iv) and C(c) to (f) being matters reserved to Council were not eligible for Call In)

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within minute Nos. 189(A) and 189(B))

**190 Welfare Reform Strategy**

The Director of Resources submitted a report setting out the overall strategy for ensuring that customers, service providers and stakeholders were prepared for, and able to respond to, the issues and requirements arising from the welfare reform programme. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the proactive approach which was being taken to ensure that all parties were prepared for the implications arising from the introduction of the welfare reform programme.

Following several detailed enquiries, officers undertook to provide a briefing on related matters to any Board Member who wanted one.

Members highlighted the increased demand which had already been experienced on some Council services as a result of the programme, emphasised the important role which could be played by Area Committees in

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this area and received details on the likely impact of the welfare reforms upon young people.

**RESOLVED –**

- (a) That the welfare reform strategy be approved.
- (b) That updates on progress with the strategy be received in due course.
- (c) That a welfare reforms' communications strategy to deliver timely, targeted information to customers and stakeholders, from March 2012, be supported.
- (d) That the proposal to work with Area Committees in order to ensure that the strategy reflects and meets needs at a local level, be supported.
- (e) That activity to ensure face to face services fully support customers and service users in meeting the requirements of Universal Credit, be supported.
- (f) That the exploration of opportunities to get involved with pilots around Universal Credit delivery where the Council would be able to add value and localise delivery arrangements, be approved.

(Councillor A Carter declared a personal interest in this matter, as his step-daughter was in receipt of benefits and would potentially be affected by the change in legislation)

**191 State of the City Report and Full Council Meeting**

The Assistant Chief Executive (Customer Access and Performance) submitted a report providing the background to the State of the City report and detailed the key cross cutting issues arising from the it, with recommendations to refer relevant issues to Leeds Initiative Board and/or the Strategic Partnership Boards. The report also reviewed the first State of the City Full Council meeting which took place on 7<sup>th</sup> December 2011 and which made recommendations for this to become an annual event. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members generally supported the principle of the State of the City Council meeting, but a view was put forward that further thought was needed in respect of the format used in future.

**RESOLVED –**

- (a) That, based on the issues highlighted in the State of the City report, particularly those relating to deprivation:-
  - i) a quality and completeness check be undertaken to ensure that each of the Strategic Partnership Boards have actions in place to address the relevant issues;

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- ii) the outcome of this work be reported back to the Leeds Initiative Board.
- (b) That an overview of progress on deprivation and poverty related issues across the city be reported to the Leeds Initiative Board after the 2011/12 year end, and through the publication of the next State of the City Report in the Autumn of 2012.
- (c) That a special additional Full Council meeting be held annually (a provisional date of 28 November has been set for 2012) to consider the State of the City report, with the active involvement of partners and with a number of changes being incorporated into the 2012 meeting based on feedback from participants:
  - the question session is dropped to allow further time for the seminar sessions;
  - the seminar themes are better integrated to reflect the issues highlighted in the State of the City report;
  - there is greater Member engagement in the preparation and design of the event; and
  - consideration is given to further ways to support members getting more involved in key strategic issues affecting the city.
- (d) That the key messages from the break-out sessions be shared with Members, partners and colleagues across the Council.

## **CHILDREN'S SERVICES**

### **192 Annual Standards Report (Primary)**

The Director of Children's Services submitted a report providing an overview of the performance of primary schools at the end of the academic year 2010-2011, as demonstrated through statutory national testing and teacher assessment. In addition, the report also outlined the action taken by the Council to fulfil its responsibilities to support, monitor, challenge and intervene as necessary. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In responding to Members' enquiries, emphasis was placed upon the pivotal role of the Leeds Education Challenge and assurances were given in respect of the initiative's communications strategy.

**RESOLVED** – That the following be endorsed and supported:-

- (a) The progress which has been made at all key stages and in those areas that need further improvement;
- (b) The future provision of support, challenge and intervention in Leeds to ensure that progress continues to be made;

- (c) The centrality of the Leeds Education Challenge in securing improvement.

**193 Annual Standards Report (Secondary)**

The Director of Children's Services submitted a report summarising the progress achieved in secondary school improvement in Leeds, with a particular focus upon the outcomes achieved by pupils in 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Responding to Members' enquiries, assurances were provided on the momentum of change and focus being placed upon the educational element of Children's Services.

Following Members' questions, the Board received an update on the actions being taken to improve attainment levels within mathematics and also on the causal factors of the varying attendance levels amongst different ethnic groups.

**RESOLVED** – That the following be endorsed and supported:-

- (a) The progress which has been made, specifically in areas that need further improvement;
- (b) The future provision of support, challenge and intervention in Leeds to ensure that progress continues to be made;
- (c) The centrality of the Leeds Education Challenge in securing improvement.

**194 Half Yearly Adoption Agency Report**

The Director of Children's Services submitted a report detailing the work of Leeds City Council Adoption Service from April 2011 to September 2011 inclusive. The report considered the activity of the service in relation to the implementation and progression of children's care plans, the service offered to those seeking to adopt, in addition to those affected by adoption through the provision of adoption support. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

**RESOLVED** –

- (a) That the contents of the submitted report be noted.
- (b) That the work of the Adoption Team continue to be supported in order to ensure that adopted children receive the best possible support.

**ADULT HEALTH AND SOCIAL CARE**

**195 Leeds Local Account**

The Director of Adult Social Services submitted a report introducing the Local Account of Adult Social Care Services for its citizens. The report provided an explanation of the new responsibilities placed upon Councils, whilst detailing

the Local Account's contribution towards enhancing local accountability to the public, and as a tool to supporting sector led service improvement. In addition, the report provided a summary of the main areas of achievement of Adult Social Care and indicated areas of service identified within the Leeds Local Account as requiring further development in order to sustain or improve performance. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

**RESOLVED –**

- (a) That the content of the submitted report, together with the attached Local Account for Leeds, entitled 'Living Life Your Own Way', be noted.
- (b) That the statement by the LINK, as appended to the submitted report, on their perspective of the Council's progress and the extent to which local people have been actively engaged in prioritisation and planning, be noted.
- (c) That the areas for improvement, as set out within the attached Local Account be referred to the Scrutiny Board (Health and Wellbeing and Adult Social Care) for their oversight of performance.

**DEVELOPMENT AND THE ECONOMY**

**196 Leeds (River Aire) Flood Alleviation Scheme**

The Director of City Development submitted a report providing an update on the progress of proposals to provide flood defences for the city. In addition, the report sought approval to a phased approach to providing flood defences, the aim being to complete Phase 1 to achieve a 1 in 75 year Standard of Protection for the city centre area (between Leeds Station and Knostrop Weir), by the end of 2015. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the phased approach which had been proposed and emphasised the vital importance of an effective flood alleviation scheme for both the city and the regional economy. In addition, Members highlighted the inflexible nature of the criteria applied by DEFRA to flood alleviation and requested that representations were made to DEFRA on this matter.

**RESOLVED –**

- (a) That it be acknowledged that the original comprehensive flood defence scheme, costing £188,000,000 (whole life costs at 2011 figures), which would provide a 1 in 200 year standard of flood protection, will not be funded in the near future.
- (b) That in light of resolution (a) above, approval be given to a phased approach to providing flood defences as the most pragmatic way forward at this time, with the aim being to complete Phase 1 to achieve a 1 in 75 year Standard of Protection for the City Centre area, from Leeds Station to Knostrop Weir by the end of 2015.

- (c) That, should it be affordable and practicable, elements of Phase 1, as outlined within paragraph 3.9 of the submitted report, be progressed at the earliest opportunity.
- (d) That it be agreed that Leeds City Council, as lead Local Flood Authority, working with partners, should lead and procure further work to develop proposals and to secure funding in order to progress Phase 1, currently estimated by the Environment Agency at £75,800,000.
- (e) That Leeds MPs continue to liaise proactively with Defra and the Environment Agency in order to support Leeds City Council in its ambition to progress a flood defence project for the city by providing minimum match funding, seconding technical staff and sharing all relevant technical information.
- (f) That expenditure of £500,000, made available from the Council's Capital allocation of £10,000,000 to progress the recommendations of the submitted report, including further feasibility and associated work, be authorised.
- (g) That the phased approach, as highlighted within paragraph 3.9 of the submitted report be agreed, subject to detailed technical assessment.

#### **197 LDF Core Strategy - Publication Document**

The Director of City Development submitted a report presenting the Core Strategy, together with the sustainability appraisal report and other relevant supporting documents, for the purposes of public consultation and the formal invitation of representations. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Two pages from this report, which due to a printing error had been omitted from paper copies of the agenda, had been circulated to Board Members prior to the meeting for their consideration.

Responding to Members' enquiries, the Board received clarification in respect of Protected Areas of Search (PAS) sites. In addition, having emphasised the importance of local community and local Ward Member input within the consultation process, the Board received reassurances in respect of such matters.

Members' concerns regarding the projected population growth forecasts, and the basing of the proposed strategy on such forecasts were acknowledged, however, emphasis was placed upon the need for a Core Strategy to be established, which would be done using the most up to date statistics available.

The Chief Executive emphasised the extent to which pre-consultation had already taken place during the compilation of the strategy. It was noted that during such consultation, the issue of windfalls, the importance of local distinctiveness and the need for further co-operation and communication

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between developers and the locality, were all matters which had been highlighted.

**RESOLVED** – That the publication of the Core Strategy, together with the sustainability appraisal report and other relevant supporting documents, for the purposes of public consultation and the formal invitation of representations, be approved.

(The Development Plan Document is prepared within the context of the LDF Regulations and statutory requirements, and as the DPD is a Budgetary and Policy Framework document, the matters referred to within this minute were not eligible for Call In)

(Under the provisions of Council Procedure Rule 16.5, Councillor Finnigan required it to be recorded that he voted against the decisions referred to within this minute)

**198 Refurbishment of Street Lighting on the A659 High Street, Boston Spa**

The Director of City Development submitted a report advising of the background to the proposed scheme for the refurbishment of street lighting on High Street, Boston Spa, and which sought approval to continue with the installation of the latest scheme proposals, which were in accordance with British Standards for the design of road lighting, but contrary to local community representatives wishes. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

**RESOLVED** – That the installation of the latest scheme proposals for High Street, Boston Spa, which is in accordance with British Standards for the design of road lighting, but contrary to local community representatives wishes, be approved.

**199 Leeds Bradford International Airport Taxi Access**

Further to Minute No. 95, 12<sup>th</sup> October 2011, the Director of City Development submitted a report responding to the recommendations made by the Scrutiny Board (Regeneration) following its inquiry into the full design option for the provision of a taxi facility on Whitehouse Lane at Leeds Bradford International Airport. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering this matter, Members highlighted the need to secure a more flexible and inclusive approach towards taxi access at the airport and urged for an holistic and satisfactory resolution, befitting the airport's status. In this regard, Members made reference to the Forecourt Management Plan. The recommendations made by Scrutiny Board (Regeneration) were noted and it was highlighted that such recommendations could be revisited, should the need arise.

**RESOLVED –**

- (a) That the contents of the submitted report, together with the response made to the Scrutiny Board (Regeneration) report and comments, be noted.
- (b) That the Scrutiny Board (Regeneration) recommendations arising from their review of the design option previously prepared for providing a taxi facility on Whitehouse Lane at Leeds Bradford International Airport be noted.

**200 Consultant's Report on the Future of Kirkgate Market**

The Head of Scrutiny and Member Development submitted a report requesting that consideration was given to the major concerns of the Scrutiny Board (Regeneration) regarding the consultant's report on the future operation and management of Kirkgate Market. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

On behalf of the Board, the Chair thanked Scrutiny Board (Regeneration) for the work which it had undertaken on this matter. This was followed by Councillor J Procter, Chair of the Scrutiny Board, attending the meeting to present the Board's findings and key concerns.

**RESOLVED –** That the comments and observations of Scrutiny Board (Regeneration) on the consultant's proposals for the future operation and management of Kirkgate Market, be noted.

**201 Kirkgate Market Strategy and Capital Works**

The Director of City Development submitted a report providing an update on the strategy for Kirkgate Market, the recommendations of Quarterbridge Project Management Ltd. on the future management and ownership model for the market, its optimum size and various other matters which would secure its future. In addition, the report also detailed the capital maintenance works programmed for the market, whilst also outlining proposals for progressing some of the recommendations from the consultant's report regarding the replacement of some areas of the market and the refurbishment of other halls, together with proposed further consideration of the market's future management and ownership. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering the consultant's recommendations, the Board noted that such recommendations did not commit the Council to a single course of action and that all such recommendations would not be accepted as a matter of course. Responding to Members' comments and concerns, assurances were provided that the market would remain within Council ownership, that it was viewed as a great asset to the city and that it needed to adapt in order to meet the new challenges from within retail sector. Clarification was also given to the Board following enquiries in respect of a perceived conflict of interest regarding the consultants.



**RESOLVED –**

- (a) That the recommendations from market specialists, Quarterbridge Project Management Ltd. be noted.
- (b) That the Council's commitment to ensure a sustainable future for Kirkgate Market be reaffirmed.
- (c) That agreement in principle be given to the market being reduced by 25% and to proceed with a full feasibility study for a modern extension to replace the 1976, 1981 and George Street shops halls and for the refurbishment of 1904 and 1875 halls.
- (d) That agreement be given to retaining the open market and relocating it, following the redevelopment of the indoor market, so that it remains adjacent to the indoor market.
- (e) That agreement be given to hypothecate a proportion of the markets surplus in 2012/13 as a contribution towards the potential revenue and capital costs of redevelopment and refurbishment and to the injection of a scheme into the capital programme, in order to enable a full feasibility study to be undertaken.
- (f) That officers be requested to report back on the outcome of the feasibility study in order to advise the Board on the scope, scale and financial implications of the redevelopment and refurbishment proposals.
- (g) That officers be instructed to explore the advantages and disadvantages of a commercial partnership against the option of the market remaining in the Council's sole ownership and management.
- (h) That officers be instructed to consider further the feasibility of implementing other matters recommended by Quarterbridge.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within this minute)

(Councillor Golton declared a personal interest in this item, due to his involvement in the Markets Forum, and also as due to his family being frequent shoppers at the market)

**NEIGHBOURHOODS, HOUSING AND REGENERATION**

**202 Towards More Integrated Locality Working 2: An Early Review of the Environmental Services Delegation**

Further to Minute No. 199, 30<sup>th</sup> March 2011, the Assistant Chief Executive (Customer Access and Performance) submitted a report providing an early stage review of the delegation of environmental services and which articulated the views of Elected Members across the ten Area Committees, as reported

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by the three Area Support Teams. The report lent heavily on a range of discussions at environmental sub groups, tasking meetings, Area Committee meetings, ward meetings, the views of the Environmental Champions and from the Area Committee Chairs' Forum meeting. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members welcomed the progress which had been made in this area, but emphasised the need to ensure that there was sufficient resource available to undertake the delegated provision and the importance of a cohesive approach to be taken between directorates. In addition, Members highlighted the benefits that a performance management tool may have in respect of the effectiveness of the service.

**RESOLVED –**

- (a) That the gradually improving confidence of Elected Members in the delegated service be welcomed.
- (b) That activities which will do more to embed the service locally, be endorsed.
- (c) That the constitutional amendment, as shown within Appendix 1 to the submitted report be approved.
- (d) That officers be authorised to set out and agree with Area Committees other appropriate delegations for a further service level agreement in respect of Ginnel/Gully Cleansing and Graffiti.

**203 Housing Revenue Account Self Financing and Business Plan**

The Director of Environment and Neighbourhoods submitted a report presenting for approval the Housing Revenue Account (HRA) Business Plan. In addition, the report provided details of the key findings, priorities and principles contained within the Plan. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the proposals regarding the more structured, longer term strategy for rent increases. In addition, Members requested that a programme of housing stock improvements was considered which would ultimately lead to 'component decency' being achieved, whilst Members were assured that work continued in order to ensure that any budgetary shortfall experienced by an ALMO would be addressed equitably.

In conclusion, it was suggested that as this matter progressed, a Member seminar on this issue was scheduled.

**RESOLVED –**

- (a) That the HRA Business Plan, as appended to the submitted report, be approved.



- (b) That the key priorities and actions, as set out within the Plan, be approved.
- (c) That the rent strategy outlined for the next 5 years be approved in order to deliver essential investment.
- (d) That approval be given to ALMO cash reserves being utilised as required, in order to sustain the essential investment standard.

#### **204 Investment in Affordable Housing in Leeds**

The Director of Environment and Neighbourhoods submitted a report which provided an overview of affordable housing delivery in Leeds since 2008, detailed the context for ongoing discussions about investment, and moving forward, outlined the proposed approach to the delivery of priorities for affordable housing investment in Leeds. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members welcomed the number of affordable housing units which had been delivered as part of the Affordable Homes Programmes and considered the levels of new residential schemes established via Section 106 agreements.

#### **RESOLVED –**

- (a) That the affordable housing investment which Leeds has been successful in attracting over the period since 2008 be noted.
- (b) That investment in affordable housing delivery in Leeds be directed towards identified gaps and meeting the priorities, as identified within the Leeds Housing Investment Plan (LHIP).

**DATE OF PUBLICATION:** 14<sup>TH</sup> FEBRUARY 2012

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** 21<sup>ST</sup> FEBRUARY 2012

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 22<sup>ND</sup> February 2012)

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**FORWARD PLAN OF KEY DECISIONS**  
**Relating to Scrutiny Board (Safer and Stronger Communities)**

1 March 2012 – 30 June 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 March 2012 – 30 June 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](mailto: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](http://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 <sup>th</sup> June 2011	17 <sup>th</sup> December 2011
15 <sup>th</sup> July 2011	17 <sup>th</sup> January 2012
17 <sup>th</sup> August 2011	15 <sup>th</sup> February 2012
16 <sup>th</sup> September 2011	16 <sup>th</sup> March 2012
17 <sup>th</sup> October 2011	16 <sup>th</sup> April 2012
16 <sup>th</sup> November 2011	

### **About this publication**

For enquiries about the Forward Plan of Key Decisions please:

E-mail: [cxd.councilandexec@leeds.gov.uk](mailto:cxd.councilandexec@leeds.gov.uk) or telephone: 0113 247 4357

Visit our website [www.leeds.gov.uk](http://www.leeds.gov.uk) for more information on council services, departments, plans and reports.

This publication can also be made available in Braille or audio cassette. Please call: 0113 247 4357

If you do not speak English and need help in understanding this document, please phone: 0113 247 4357 and state the name of your language.

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 जरूरत 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 (बुभाषिण) 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 (انٹریپرٹیر) سے رابطہ کریں گے۔

**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 March 2012 to 30 June 2012

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Request to invoke the first 12 month extension for the existing 3(+1+1) Service Level Agreement with Adult Social Care Learning Disabilities for the Independent Living Project (ILP) Services.	Director of Environment and Neighbourhoods	1/3/12		Report to be presented to the Delegated Decision Panel in November 2011	neil.evans@leeds.gov.uk



<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Recommendations and outcomes arising from the Strategic Sector Review for the future provision of housing related support services for Young People. Authorisation from the Director of Environment and Neighbourhoods to implement the recommendations and outcomes of the Strategic Sector Review for the future provision housing related support services for Young People.	Director of Environment and Neighbourhoods	1/3/12	n/a	Report to be presented to the Commissioning Body and the Director	neil.evans@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Infrastructure Support Fund grant allocations 2012/13 Approval of grant allocations for the Infrastructure Support Fund to organisations to enable them to deliver practical infrastructure support services to voluntary, community and faith sector organisations for 2012/13.	Director of Environment and Neighbourhoods	1/2/12	Consultation with current providers, LCC Officers and with Executive Member.	Report to be presented to Delegated Decision Panel, Environment and Neighbourhoods	julie.staton@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	1/3/12	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

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Request to invoke the 1 year contract extension to the 2 (+1) year contract held with Great Places for the Resettlement Support Service at an annual value of £367,000.	Director of Environment and Neighbourhoods	1/3/12		EIA screening document	luke.myers@leeds.gov.uk
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	1/3/12	Previously undertaken: The in house contractor, Property Maintenance has been consulted this proposed extension	None.	simeon.perry@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Asbestos Removal Contract To agree the service provision for Asbestos removal within Aire Valley homes and West North West homes from 1<sup>st</sup> July 2012</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/3/12</p>	<p>Previously undertaken: The in house contractor, Property Maintenance has been consulted on the proposal for service provision post June 2012.</p>	<p>Internal SLA</p>	<p>Simeon Perry simeon.perry@leeds.gov.uk</p>

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Recommendations and outcomes arising from the Strategic Sector Review for the future provision of housing related support services for Homeless People.</p> <p>Authorisation from the Director of Environment and Neighbourhoods to implement the recommendations and outcomes of the Strategic Sector Review for the future provision housing related support services for Homeless People.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/3/12</p>	<p>n/a</p>	<p>Report to be presented to the Commissioning Body</p>	<p>neil.evans@leeds.gov.uk</p>

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
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	1/3/12	None	Delegated Decision Report	neil.evans@leeds.gov.uk
Review of commissioned housing related support services for people with mental health problems	Director of Environment and Neighbourhoods	1/3/12		Report to be presented to Delegated Decision Panel	neil.evans@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

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Request to enter into the first 1 year extension period to the existing 3(+1+1) year service level agreement with Adult Social Care Mental Health for the three Transitional Housing Unit services, the Sustainment Team Floating Support Service and the	Director of Environment and Neighbourhoods	1/3/12		Report to be presented to the Delegated Decision Panel	neil.evans@leeds.gov.uk
Request to enter into a Supporting People contract with St. Anne's Community Services for the St. Anne's Mental Health Floating Support Service at a total contract value of approximately £311,526.44 per annum.	Director of Environment and Neighbourhoods	1/3/12		EIA Screening	simon.griffiths@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
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
Options for spending Commuted Sums for Affordable Housing Approval for the use of commuted sums to fund a menu of approaches to the delivery of affordable housing	Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)	7/3/12	Ward Members will be consulted in wards where specific area based projects are proposed.	The report to be issued to the decision maker with the agenda for the meeting	sue.morse@leeds.gov.uk
Update on Leeds Burglary Reduction Programme None, information only	Executive Board (Portfolio: Neighbourhoods, Housing and Regeneration)	7/3/12		The report to be issued to the decision maker with the agenda for the meeting	keith.gilert@leeds.gov.uk



<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Camera Enforcement of Bus Lanes (BLE)-Phase 2, Leeds City Wide Approval Agree to roll out the BLE to all remaining Bus Lanes and gates in Leeds. Allow the inclusion of cameras for enforcement as part on new bus lane and bus gate schemes.	Executive Board (Portfolio: Development and the Economy)	7/3/12	Consultations were carried out as part of the BLE Phase 1 pilot. Press releases will be issued to notify motorists of the expansion of the system.	The report to be issued to the decision maker with the agenda for the meeting	gary.bartlett@leeds.gov.uk
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**

<b>Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be considered by Decision Maker</b>	<b>Lead Officer</b>
Budget	Council	22 <sup>nd</sup> February 2012	Via Executive Board, Scrutiny Board (Resources and Council Services), relevant stakeholders	Report to be issued to the decision maker with the agenda for the meeting covering the following reports a) Revenue Budget b) Council Tax c) Capital Programme d) Treasury Management	Director of Resources
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.