



SCRUTINY BOARD (HOUSING AND REGENERATION)

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 26th March, 2013 at 10.00 am**

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

MEMBERSHIP

Councillors

- B Atha - Kirkstall;
- D Collins - Horsforth;
- J Cummins - Temple Newsam;
- P Grahame - Cross Gates and
Whinmoor;
- M Iqbal - City and Hunslet;
- S Lay - Otley and Yeadon;
- V Morgan - Killingbeck and
Seacroft;
- D Nagle - Rothwell;
- J Procter (Chair) - Wetherby;
- C Towler - Hyde Park and
Woodhouse;
- G Wilkinson - Wetherby;

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

**Agenda compiled by:
Guy Close
Governance Services
Civic Hall
LEEDS LS1 1UR
Tel: 39 50878**

**Principal Scrutiny Adviser:
Richard Mills
Tel: 24 74557**

A G E N D A

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

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.

5

APOLOGIES FOR ABSENCE

To receive and apologies for absence and notification of substitutes.

6

MINUTES - 26TH FEBRUARY 2013

1 - 6

To confirm as a correct record, the minutes of the meeting held on 26th February 2013.

7

SCRUTINY INQUIRY - STRATEGIC PARTNERSHIP BOARDS

7 - 24

To receive and consider a report from the Director of Environment and Neighbourhoods outlining the strengths and areas for development in relation to the Housing and Regeneration Strategic Partnership Board.

8

2012/13 QUARTER 3 PERFORMANCE REPORT

25 -
38

To receive and consider a report from the Assistant Chief Executive (Customer Access and Performance) providing a summary of performance against the strategic priorities for the council and city relating to the Housing and Regeneration Scrutiny Board.

9

WORK SCHEDULE

39 -
44

To receive and consider a report from the Head of Scrutiny and Member Development outlining the Scrutiny Board's work programme for the remainder of the municipal year.

(Executive Board minutes to follow)

10

DATE AND TIME OF NEXT MEETING

Tuesday, 30th April 2013 at 10.00am. (Pre meeting for the Board Members at 9.30am)

Agenda Item 6

SCRUTINY BOARD (HOUSING AND REGENERATION)

TUESDAY, 26TH FEBRUARY, 2013

PRESENT: Councillor J Procter in the Chair

Councillors B Atha, J Cummins,
P Grahame, M Iqbal, S Lay, V Morgan,
D Nagle, C Towler and G Wilkinson

Mr G Hall - Co-opted Member

92 Chair's Opening Remarks

The Chair welcomed everyone to the February meeting of the Scrutiny Board (Housing and Regeneration).

93 Late Item

There were no formal late items of business to consider, however the Chair agreed to accept the following as supplementary information:-

- Executive Board – Minutes of a Meeting held on 15th February 2013 (Agenda Item 10)(Minute 100 refers)

The document was not available at the time of the agenda despatch, but made available to the public on the Council's website.

94 Declaration of Disclosable Pecuniary and Other Interests

There were no disclosable pecuniary and other interests declared at the meeting.

95 Apologies for Absence

An apology was received on behalf of Councillor D Collins.

96 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 29th January 2013 be confirmed as a correct record.

97 Conflicts of Interest with Planning Decision Making Process

Referring to minute 85(a) of the meeting held on 29th January 2013, the Head of Internal Audit stated that he had been asked by the Director of Resources to conduct an independent review of the controls in place to detect any potential conflicts of interest on the decisions made in respect of planning applications.

The report of the Head of Internal Audit followed this review and intended to give the Board a high level assurance that key controls were in place within the planning application process to mitigate the risk of planning decisions being subject to a conflict of interest and inappropriate external influence.

It was reported that, with the approval of the Chief Planning Officer, a recommendation that controls would be strengthened further by introducing a declaration of no interest to be signed by the Case Officer and Principal Planning Officer responsible for signing off each decision would be implemented. This would act as a consistent reminder and deterrent to any officers that may have had conflicting interests.

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

- Councillor P Gruen, Executive Member, Neighbourhoods, Planning and Support Services
- Mr Neil Hunter, Head of Internal Audit, Resources
- Mr Phil Crabtree, Chief Planning Officer, City Development
- Ms Sonya McDonald, Principal Audit Manager, Resources

Detailed discussion ensued on the contents of the report.

In summary, specific reference was made to a number of issues including:-

- The concerns expressed that the report failed to address the site allocation process
(The Chief Planning Officer responded that officers did not have delegated responsibility for the site allocation process and that responsibility for this rests with the Council)
- The need for openness and transparency
- The need for 'one rule for all' and for Council officers to complete the same forms as those completed by Elected Members
- The view that in addition to the introduction of relevant planning officers completing a declaration of no interest on reports that they also consider including signing that there had been 'no undue influence'. The Head of Internal Audit supported this proposal. The Chief Planning Officer stated that undue influence was already covered in the planning process through the Local Ombudsman and Judicial Review
- To note that the Scrutiny Board (Resources and Council Services) were currently undertaking an inquiry on Employees' Declaration of Interests and the need to issue guidelines for identifying "high risk" posts
- To refer to the Scrutiny Board (Resources and Council Services) the suggestion that Council reports should include the names of all officers who had contributed to the content of a report
- The need to pursue outstanding annual declarations of interests detailed in the schedule which was tabled during the meeting and training for officers concerning declarations of interest

RESOLVED-

- a) That the contents of the report be noted.
- b) That this Board recommends to the Chief Executive that there should be 'one rule for all' regarding declarations of interest for all Council officers and Elected Members.

- c) To recommend that the Chief Planning Officer consider in addition to officers stating in reports that they had no interest to add that they also have had no undue influence placed upon them.
- d) To refer to the Scrutiny Board (Resources and Council Services)
 - the suggestion that Council reports should include the names of all officers who had contributed to the content of that report at both junior and senior levels in order to improve transparency and provide an audit trail if required
 - the need to pursue those officers who had failed to complete their annual declaration of interests detailed in the schedule which was tabled during the meeting
 - to identify whether there was adequate training and guidance provided to officers at all levels concerning declarations of interest

(Councillor M Iqbal arrived at 10.20am during discussions of the above item)

98 Council Approach to Brownfield Development

Referring to Minute 67 of the meeting held 27th November 2012, the Director of City Development submitted a report updating the Board on the Council's revised strategy for bringing forward brownfield sites in the city.

A copy of the new Brownfield Land Programme which was approved by the Executive Board on 9th January 2013 was attached to the Director's report as Appendix 1 for the information/comment of the meeting. The appendix listed 29 Council-owned brownfield sites which will now be subject to a range of measures to stimulate and support development interest towards sale for new housing.

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

- Councillor P Gruen, Executive Member, Neighbourhoods, Planning and Support Services
- Mr Adam Brannen, Programme Manager, City Development

Detailed discussion ensued on the contents of the report and appendices.

In summary, specific reference was made to a number of issues including:-

- Clarification of the work undertaken to date in relation to disposal and development of these sites and what impact this would have on the site allocation process (SHLAA).
- The detailed work undertaken to establish viability for sites in EASEL and the lack of progress in developing the majority of these over many years. A view was expressed by Members that it should be left to the market to decide rather than officers spending more time undertaking viability assessments on brownfield sites many of which were of little value and could be offered at nil consideration
(The Programme Manager responded that the process for offering sites to the market needs to include guidance on how the site can be

developed, its capacity and the Council's own appraisal of valuation as part of the procedures for seeking 'best consideration' in respect to the disposal of any Council asset)

- Concern with reference to paragraph 3.12 of the Director's report that it was anticipated that because of the current fragile housing market and lending conditions that it could take 10 years to dispose of all 29 sites detailed in the new brownfield land programme
(The Executive Member responded that he considered a fresh approach was needed for the development of brownfield sites and was optimistic that this programme could be delivered more quickly. However, he acknowledged the difficulties and challenges this would present to the Council over the coming years)

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That regular updates on progress with regard to the disposal of brownfield sites in the city and the current brownfield land programme (29 sites) be provided to this Scrutiny Board or its successor body after the Council's Annual Council meeting in May 2013.

99 2011 Census: Leeds - The Big Picture

The Head of Scrutiny and Member Development submitted a report on the decision of the Executive Board on 15th February 2013 to refer the census document 'Leeds:the Big Picture' to all the Council's Scrutiny Boards.

The Chief Statutory Housing Officer submitted a briefing paper which evaluated the key strategic housing and policy issues as a consequence of the 2011 Census data. A report by re'new which had been commissioned by the Chief Statutory Housing Officer was also attached which focused on the housing policy implications arising from the census data. The report presented a summary of findings from the 2011 census for Leeds and compared findings to the 2001 census and to the average for England and Wales for 2011. It showed the changes in population characteristics, employment, housing, education and health recorded through the two censuses.

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

- Councillor P Gruen, Executive Member, Neighbourhoods, Planning and Support Services
- Liz Cook, Chief Statutory Housing Officer, Environment and Neighbourhoods
- Mrs Megan Godsell, Housing Policy Manager, Environment and Neighbourhoods

In summary, specific reference was made to a number of issues including:-

- Clarification of the service level agreement with re'new in relation to providing this information and why it could not have been done in-house

(The Chief Statutory Housing Officer responded that re'new was best placed to undertake this work because of the deadlines involved)

- The fact that the increase in demand for all owner occupied housing and rented properties in the last 10 years is 14,128 yet the Government was requiring the Council to provide 70,000 new homes over the next 10 years.
- Clarification as to why there was a 4,854 difference between Appendix A 2011 housing tenure (all households) of 315,742 and Appendix B which showed all households at 2011 as being 320,596 *(The Housing Policy Manager responded and agreed to investigate this issue further with a report back to the Principal Scrutiny Adviser)*
- Concern at the reliability of the data that had been submitted and the need to qualify some of the results
- Clarification as to why the Irish population had declined in Leeds *(The Housing Policy Manager responded and agreed to investigate this issue further with a report back to the Principal Scrutiny Adviser)*

At the request of the Chair, the Executive Member, Neighbourhoods, Planning and Support Services informed the meeting that 97% to 98% of the authority's Council housing met the decency standard whilst only 47% of the private sector did. He stated that he wanted more private landlords to be licensed and to become accredited to the Landlords Association in order to improve the quality of private sector housing in terms of both physical conditions and management standards.

He stated that there would be a report presented shortly to the Executive Board on how the Council might respond to the necessary changes to housing policy as a consequence of the welfare reforms and the results of the 2011 Census.

RESOLVED -That the contents of the report and appendices be noted on the Housing policy implications arising from the Census data.

100 Work Schedule

A report was submitted by the Head of Scrutiny and Member Development which detailed the Scrutiny Board's work programme for the current municipal year.

Appended to the report was a copy of the following documents for the information/comment of the meeting:

- Scrutiny Board (Housing and Regeneration) Work Schedule for 2012/2013 Municipal Year (Appendix 1 refers)
- Forward Plan of Key Decisions – 10th September 2012 – 7th February 2013 (Appendix 2 refers)
- Executive Board – Minutes of a Meeting held on 15th February 2013 (Appendix 3 refers)

The Principal Scrutiny Adviser, Scrutiny Support presented the report and responded to Members' queries and comments.

RESOLVED -

- a) That the contents of the report and appendices be noted.
- b) That the Forward Plan and Executive Board minutes be noted.
- c) That the work schedule be approved as now outlined.

101 Date and Time of Next Meeting

Tuesday 26th March 2013 at 10.00am in the Civic Hall, Leeds.
(Pre meeting for Board Members at 9.30am)

(The meeting concluded at 11.45am)

Report of the Head of Scrutiny and Member Development

Report to Housing and Regeneration Scrutiny Board

Date: 26 March 2013

Subject: Scrutiny Inquiry – Strategic Partnership Boards

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. The Scrutiny Board Procedure Rules state that all Scrutiny Boards will act as a “critical friend” to the relevant Strategic Partnership Board and consider and report on the following areas:
 - What contribution the Partnership Board is making to tackle poverty and inequality, and the progress being made against this
 - How successfully the Board’s partnership arrangements are working
 - To what extent are significant benefits being seen from partnership working? How has partnership working ensured increased pace of change to address the issue in hand?

2. A common approach is being adopted for Scrutiny Boards in exercising their “critical friend” role, in order that outcomes can be compared and contrasted between Partnership Boards. However, it is also acknowledged that each Strategic Partnership Board is at a different stage in its development and maturity.

3. During March 2013, Scrutiny Boards will receive reports from the relevant Strategic Partnership Board and have the opportunity to question the chair and members of the Partnership Board and support officers.

Date	Scrutiny Board	Strategic Partnership Board
11 March	Safer and Stronger Communities	Safer and Stronger Communities
14 March	Children and Families	Children's Trust Board
21 March	Sustainable Economy and Culture	Sustainable Economy and Culture
26 March	Housing and Regeneration	Housing and Regeneration
27 March	Health & Wellbeing & Adult Social Care	Health and Wellbeing Board

4. The attached report provides background information on the history and development of the Housing and Regeneration Strategic Partnership Board. The report also presents information which will assist the Scrutiny Board in assessing strengths and areas for development for the Partnership Board in respect of the three key questions set out in paragraph 1 above.
5. Following the scrutiny sessions in March, each Scrutiny Board will produce a summary report of its findings. The Scrutiny Support Unit will then prepare a cover report drawing out any common threads and best practice emerging from the individual inquiry sessions. The full report will be presented to Council, as the commissioning body for this piece of scrutiny inquiry work. Each Strategic Partnership Board will also receive their respective individual report, along with the cover report, and will be requested to respond to any scrutiny recommendations in the normal manner.
6. In December 2012 a review of partnership arrangements was undertaken. It concluded that:
 - The Leeds Initiative Board should be replaced by a wider Best City Leadership Network; this would involve more stakeholders in less frequent meetings focussing on the big 'State of the city' issues which face the city.
 - Best City summits will be held drawing on partners from the network to tackle issues of joint interest.
 - The Leeds Initiative brand should be retired, and the partnerships should be referred to as 'Best City Partnerships'.
 - The 5 strategic partnership boards shall not be changed, however they shall be managed in future by the relevant directorates
7. The outcome of the review does not change the focus of this scrutiny exercise. The partnerships are an important focus for the delivery of the city's key aims. Scrutiny Boards acting as the "critical friend" of the partnerships will help further progress the agenda under the new arrangements.

Recommendation

8. The Scrutiny Board is requested to use the attached information and the discussion with representatives from the Strategic Partnership Board to inform its contribution to the scrutiny report on strategic partnership boards.

Background documents¹

9. None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Report of the Director of Environment and Neighbourhoods

Report to Scrutiny Board (Housing and Regeneration)

Date: 26 March 2013

Subject: Scrutiny Inquiry – Strategic Partnership Boards

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

This report sets out the background, membership, purpose and performance of the Housing and Regeneration Board

Recommendations

Members are asked to note the report and offer comment on the issues raised.

1. Purpose of this report

- 1.1 To assist Scrutiny Board to act as a “critical friend” to the Housing and Regeneration Board, this report sets out the background, membership, purpose and performance of the Housing and Regeneration Board.
- 1.2 The report responds to the questions set by the Housing and Regeneration Scrutiny Board :
 - What contribution is the Board making to tackle poverty and inequality and what progress is being made against this ?
 - How successfully the Board’s partnership arrangements are working.
 - To what extent are significant benefits being seen from partnership working? How has partnership working ensured increased pace of change to address the issue in hand?

1.3 The report provides background information to enable Scrutiny to support the Housing and Regeneration Board to continue to develop as an effective partnership in delivering the objectives of the City Priority Plan.

2. Background information and membership

2.1 The development of the Housing and Regeneration Board originates from the strategic direction set by Executive Board on 15th December 2010. Following the approval of the Vision for Leeds by Council in September 2011 the board was set up and met for the first time on 15th September 2011.

2.2 Membership of the Board is representational of all sectors across the housing and development industry consisting of elected members, senior officers of the Council, registered housing providers, other public bodies (such as the Housing and Communities Agency) and private sector representatives. While there is a need to refresh the board from time to time there are no missing partners. The current list of members is attached list at Appendix 1

2.3 Representatives from the Housing and Regeneration Board have attended the Cross-Board Coordination Group to discuss priorities and good practice. Topics which may be of interest to other Boards have been picked up at these meetings, and a presentation on the Children's Strategy (Child Friendly Leeds) was presented to the Housing and Regeneration Board as a result of this channel of communication.

2.4 The Terms of Reference set out the overall responsibility for the partnership approach to the agreed City Priority Plans. In the case of this Board, the TOR focuses on the development of new homes, delivering affordable options and securing the return of empty homes to productive use. The TOR for this Board is attached at appendix 2.

2.5 The sub structure to the Board consists of two sub Boards at present:-

- The East Leeds Regeneration Board which considers development strategy and delivery in that area.
- The Housing Forum which acts as a network for leaders and practitioners involved in a wide range of partners focusing on housing standards and quality, affordable housing growth and housing needs.

3. Partnership Arrangements

3.1 Since the establishment of the Board in September 2011 all meetings have been well attended. Members have prompted informative discussion and debate covering a wide variety of housing and regeneration related topics in line with the City Priorities including planning, land supply, the housing market (including affordable housing) and the issue of empty homes in housing supply. The main objectives of the partnership are to facilitate information sharing across all sectors so that investment decisions can be made in the light of current and accurate intelligence and to develop a shared view and understanding of the housing and regeneration needs of the city.

3.2 The collaborative working of the Board and the sharing of cross sector intelligence has enabled strategic decisions to be taken. Evidence of the effectiveness of this

achievement can be taken from the work undertaken with the 3rd sector landlords to support the empty homes agenda.

- 3.3 The Board has also collectively reviewed and revised the Housing & Regeneration City Priority Plan (CPP). The plan sets out shared targets and objectives to support housing growth and proposed solutions to the priority actions. Further details on the CPP and performance monitoring are covered under point 4.
- 3.4 The Housing and Regeneration Board is a relatively new board in comparison to the other City Priority Boards. At this stage, the majority of the actions within the CPP tend to be expressed as Council responsibilities and assigned to officers. It is anticipated that through the annual review of the CPP by Board (spring 2013) that the plan will become more representative of the different sectors and new actions will be put forward by Board members. Responsibility for delivering these actions will therefore then be adopted by the relevant partners. A key challenge for the Board is to achieve consensus on shared priorities and agree actions however a strong collaborative approach is developing.
- 3.5 One of the main benefits of partnership working is that it has provided all members with an insight into the priorities and needs of the private, public and third sectors. It is crucial that all partners are aware of the drivers and market demands of each of the sectors in relation to housing growth when setting future targets and strategies. Being aware of the 'bigger picture' has created a cohesive and holistic environment for discussion and an understanding of the different sectors needs and priorities in supporting the delivery of the housing and regeneration City Priorities. This has been a key benefit of the Board.
- 3.6 A recent example is the presentation at the December 2012 meeting from the Leeds Building Society Representative (Private Sector Board Member) providing an overview of the lending market in relation to housing growth. The presentation addressed a number of generalisations which members may have had about the lending market and offered guidance to assist housing growth. This information sharing and knowledge exchange helps to support delivery of the city priorities.

4. Performance Management

- 4.1 The Housing and Regeneration CPP covers the following priorities:
 - Maximise regeneration investment to increase housing choice and affordability
 - Enable the growth of the City whilst minimising the impact on the environment and protecting the distinctive green character of Leeds
 - Improve housing conditions and energy efficiency
- 4.2 The original delivery plan was developed by the Regeneration Service and Housing Services Teams and guided by the Housing & Regeneration Board. The plan has since been revised in conjunction with and approved by the Housing & Regeneration Board in September 2012.
- 4.3 Performance reports are produced quarterly providing an update on how the Board is progressing towards meeting the overarching priorities of the Board. Performance information is presented to and considered by the board. Performance is a shared responsibility and each of the members of the Board are responsible for identifying

how they can contribute to maximise outcomes. The current delivery plan is attached at Appendix 3.

5. Tackling poverty and inequality

- 5.1 Three of the Board's priorities specifically relate to tackling poverty and inequality – the affordability of housing, ensuring supply meets needs and the challenge of welfare reform. Progress is measured and understood through the delivery plan and through the contribution of members based on their experience of housing provision.
- 5.2 To continue to support the issue of tackling poverty, the looks at specific issues in depth and an example is the recent presentation by the Alliance of Leeds housing associations on affordability in social housing and impact of welfare reform.

6. Corporate Considerations

6.1 Consultation and Engagement

- 6.1.1 There has been no specific consultation on this report, which presents information for discussion by the Scrutiny Board.

6.2 Equality and Diversity / Cohesion and Integration

- 6.2.1 There has been no Equality Impact screening undertaken for this report, which presents information for discussion by the Scrutiny Board.

6.3 Council Policies and City Priorities

- 6.3.1 The Housing and Regeneration Board supports the delivery of the objectives within the City Priority Plans, supporting neighbourhood regeneration and housing growth.

6.4 Resources and Value for Money

- 6.4.1 There are no specific resource implications related to this report.

6.5 Legal Implications, Access to Information and Call In

- 6.5.1 There are no specific legal implications related to this report.

6.6 Risk Management

- 6.6.1 There are no specific risks related to this report, which presents information for discussion by the Scrutiny Board.

7. Conclusions

- 7.1 The Housing and Regeneration Board brings together representatives of the housing and development industry to agree priorities for the city and deliver an action plan to meet shared objectives.

8. Recommendations

9.1 Members are asked to note the report and offer comment on the issues raised.

9. Background documents¹

9.1 There are no background documents

Appendix 1 – Current list of members

Appendix 2 - Terms of Reference

Appendix 3 – City Priority Plan

¹ 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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Appendix 1 - Housing & Regeneration Board - Membership

Members

Cllr Peter Gruen	Executive Member for Neighbourhoods, Planning & Support Services, Leeds City Council
Cllr Richard Lewis	Executive Member for Economy & Development, Leeds City Council
Cllr Barry Anderson	Representative of the Leeds City Council Conservative Group
Cllr Jonathan Bentley	Representative of the Leeds City Council Liberal-Democrat Group
Neil Evans	Director of Environment & Neighbourhoods, Leeds City Council
Martin Farrington	Director of City Development, Leeds City Council
George Mudie MP	Member of Parliament
Simon Costigan	Chief Executive, Aire Valley Homes
John Kirkland	Strategic Land Director, Persimmon Homes
Steve Hoey	Co-ordinator, Third Sector Leeds (Canopy Housing)
Naz Parkar	Homes and Communities Agency
Miles Pickard	Pickard Properties
Matthew Walker	Chief Executive, Leeds Federated Housing Association
Karen Wint	General Manager, Mortgage Operations, Leeds Building Society.

Officers

Christine Addison	Acting Chief Asset Management Officer, Leeds City Council
Liz Cook	Chief Statutory Housing Officer, Leeds City Council
David Feeney	Head of Planning & Economic Policy, Leeds City Council
Martin Dean	Head Leeds Initiative
Maggie Gjessing	Housing Investment Manager, Leeds City Council

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Appendix 2

Housing and Regeneration Board

Terms of Reference

Purpose

The Housing and Regeneration Board will agree the strategic direction for programmes and the priority projects delivering the regeneration strategy for the city. All regeneration programmes will receive direction from and report to the Housing and Regeneration Board.

The purpose of the Housing and Regeneration Board is to provide strong and effective leadership and to support effective partnership work on the issues of regeneration, housing growth, affordable and social housing, and take action to deliver the aspirations of the Vision for Leeds. In particular, its key objectives are to join up activities between partners to maximise outcomes, and to create a culture where partnership work in the interests of local people is built into the way all agencies, sectors and organisations act.

Strategic leadership

The board will lead the long-term strategy for the city in housing and regeneration, housing growth, affordable and social housing and co-ordinate the partnership actions to achieve the priorities in the city priority plan.

Accountability

The Leeds Initiative is not a separate legal entity. Each partner within the Leeds Initiative retains its own functions and responsibilities. This Housing and Regeneration Board is accountable to the Leeds Initiative Board, which will provide strategic direction. It provides a focus for the agreement of shared action and constructive challenge to make sure that the partnership work improves outcomes. To meet this objective, this board will performance manage the delivery of the city priority plan.

Roles

The chair will be the Executive Member for Neighbourhood and Housing, Leeds City Council. Executive accountability will be with the Director of Neighbourhoods and Housing, Leeds City Council. Servicing will be the responsibility of the Environment & Neighbourhoods Directorate and Leeds Initiative office.

Responsibilities

The Housing and Regeneration Board will:

- lead the delivery of these themes in the Vision for Leeds and the city priority plan;
- develop, deliver and report on an action plan to deliver the objectives in the city priority plan;
- take a proactive approach to facilitate and reach agreement on managing housing growth for the city, attracting investment and promoting housing growth and housing management;

- reach agreement on the strategy and policy for regeneration in Leeds and direct and monitor performance of regeneration programmes across the city;
- act as an advocate for the contribution these issues make to public policy and partnership working in the city and support the culture and practice of partnership working;
- develop and sponsor new activities, which support the aspirations of the Vision for Leeds in these areas; tackle underperformance against the priorities and targets;
- identify opportunities for greater efficiency, effectiveness and economy of delivery through a common approach and innovative solutions to areas of policy, planning, performance management, consultation, reporting and communication, resource allocation and delivery of services in the city and take action as appropriate;
- evaluate the impact of interventions, capture learning and disseminate good practice across partners in the Leeds Initiative; and
- influence local, regional and national government policy initiatives linked to these themes.

Linkages

This group is one of five strategic partnership boards reporting to Leeds Initiative Board. Together these bodies are responsible for the entire Vision for Leeds and the city priority plan. It has links to a wider network of partnerships, some of which it will commission to deliver areas of its agenda, and it will link with the agendas of other partnership boards, specifically: area-based regeneration programmes (east, west, south); and the Housing Forum;

It will also closely link with the locality work, which will be led directly by the Leeds Initiative Board. Others are wider networks or groups whose interests it will reflect, for example:

- Construction Leeds
- Property Forum
- Quality Spaces and Places Group

Equality and Community Engagement

The board will have due regard to equality in all its activities, and will take steps to demonstrate it has consulted with communities appropriately in all its decisions.

Membership

1. Executive Member for Neighbourhoods, Planning & Support Services (Chair)
2. Executive Member for Economy & Development
3. Opposition party – Conservative
4. Opposition party – Liberal Democrat
5. Director of Environment & Neighbourhoods
6. Director of City Development
7. Chief Executive representation, Leeds ALMOs
8. Area based Regeneration & Housing Board – East Leeds
9. Area based Regeneration & Housing Board – South Leeds
10. Area based Regeneration & Housing Board – Housing Forum

11. Homes and Communities Agency
12. Registered Social Housing Provider
13. Private sector landlords' representative
14. Leeds Chamber of Commerce - house builders representative
15. Financial sector representative
16. Private sector developer representation
17. Third sector representation

This board will have a co-chair, not yet specified. The membership of this group includes partners in Leeds, which contribute to the achievement of the vision and objectives for this theme in the city priority plan.

Officers in attendance

Officers from Leeds City Council, Leeds Initiative and other partners will be invited to attend the Board at the discretion of the chair. Their role will include advising the group, preparing agendas, minutes, reports and briefings for the board, and following up actions arising from discussions and decisions made by the Board.

Openness

Meetings are not open to the public but papers, agendas and minutes will be published on the Leeds Initiative website promptly. A forward plan of meetings will be published on the Leeds Initiative website.

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Priority Area: 1	Accountable Director – Martin Farrington
Maximise regeneration investment to increase housing choice and affordability	
Performance Indicators	
<ul style="list-style-type: none"> • Increase the number of new homes built per year • Increase the number of new affordable homes built • Increase the number of long-term empty properties brought back into use 	
Action	Annual Target
Working with developers to increase the number of new homes built	The Core Strategy = 3,660 new homes built Discussion required on setting targets and milestones
Strategic release of public sector land to deliver new homes (south and east Leeds)	
Affordable Housing Investment Programme developed (2012) and delivered against	525 new affordable housing units
Commit 100% of HCA affordable housing investment programme 2011-15	
Direct investment by Leeds City Council in affordable housing	
Deliver affordable housing through work with private developers via the planning system	
Delivery and quarterly updating of an empty property action plan	3,200 empty properties bought back into use
Work with private landlords to bring properties back into use	
Strategy for taking enforcement action against landlords with empty properties	
Reduce the number of long term voids	

Priority Area: 2		Accountable Director – Martin Farrington
Enable the growth of the City whilst minimising the impact on the environment and protecting the distinctive green character of Leeds		
Performance Indicator		
Ratio of new housing units built on previously developed land:greenfield land		
Action		Annual Target
Strategic release of previously developed land for new housing development, as per the Core Strategy		A minimum ratio of 65:35 brownfield:greenfield land developed for new homes
Hectares of Leeds City Council land available for development		
Encourage, via partnership working and the planning system, prioritisation of brownfield land for housing development		

Priority Area: 3		Accountable Director – Neil Evans
Improve housing conditions and energy efficiency		
Performance Indicators		
<ul style="list-style-type: none"> • Increase the number of properties improved with energy efficiency measures • Increase the number of properties achieving the decency standard 		
Action	Annual Target	
Delivery of Wrap Up Leeds, with eligible homes receiving free loft and cavity wall insulation	15,000 homes insulated by end 2012	
Green Deal business case to be developed for Leeds City Region		
Maintain decent homes standard in Council housing and social housing	Maintain decency across council stock at 96% Target for decency across social housing to be defined	
Work with landlords to bring about improvements to housing conditions within the private sector	500 private homes to be decent	
Hazards to be removed from homes where identified (private and council)	4,500 individuals per year to benefit from this service	
Proactive inspection programme for Housing in Multiple Occupation to ensure compliance with selective licensing conditions	600 inspections per year	

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Report of Assistant Chief Executive (Customer Access and Performance)

Report to Housing and Regeneration Scrutiny Board

Date: 26th March 2013

Subject: 2012/13 Q3 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:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. This report provides a summary of performance against the strategic priorities for the council and city related to Housing and Regeneration Scrutiny Board.

Recommendations

2. Members are recommended to
 - Note the Q3 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

1 Purpose of this report

- 1.1 This report presents to Scrutiny a summary of the quarter three performance data for 2012-13 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

- 2.2 The City Priority Plan 2011 to 2015 is the city-wide partnership plan which sets out the key outcomes and priorities to be delivered by the council and its partners. There are 21 priorities which are split across the 5 strategic partnerships who are responsible for ensuring the delivery of these agreed priorities.

- 2.3 The Council Business Plan 2011 to 2015 sets out the priorities for the council - it has two elements - five cross council priorities aligned to the council's values and a set of directorate priorities and targets.
- 2.4 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 provides an overview of the performance relating to both plans enabling the Scrutiny board to directly challenge the council's performance as well as seeking to influence and challenge partners contributions through existing partnership arrangements.
- 2.5 This report includes 2 appendices:
- Appendix 1 – Performance Reports for the City Priority Plan Priorities relevant to the Board
 - Appendix 2 – Directorate Priorities and Indicators relevant to the Board as well as any other issues highlighted through the performance management process
- 2.6 Each quarter every priority within the City Priority Plans and Council Business Plan are rated green, amber or red according to overall progress against their achievement. These are allocated as follows:
- Green - progress is as planned/expected over the last 3 months. All, or most, of the relevant actions/activities are on track and most targets are being met for the aligned performance measures.
 - Amber - positive progress is being made but not as much as planned/expected. Only some of the relevant actions/activities are on track. Only some of targets are being met for the aligned performance measures.
 - Red =-progress is not being made as planned/expected. Few of the relevant actions/activities are on track. Few of the targets are being met for the aligned performance measures.

A review of this process is currently underway to ensure that all priorities are rated in a consistent manner.

In addition, performance indicators within the Council Business Plan are also rated green, amber or red according to progress against the target laid out in the plan.

3 Main issues

Quarter 3 Performance Summary

City Priority Plan

- 3.1 There are 3 priorities in the City Priority Plan relevant to Sustainable Economy and Culture Board. At Quarter 3 two are assessed as green and one as amber.
- 3.2 The amber priority is:-
- Maximise regeneration investment to increase housing choice and affordability - Since the start of 2012/13, 1,208 New Homes have been developed in the City. This is against a target of 1,730. It is anticipated that this target will be achieved, however, The delivery of housing growth remains an issue. Work is underway to review the

targets set for housing growth to try and bridge the gap between what the Council can deliver, and what we need to deliver to meet the housing needs of the Leeds, as set out in the Core Strategy. As a result, the priority has been rated amber at quarter 3 until agreement is reached on the final target figure.

. Council Business Plan

3.3 **Directorate Priorities and Indicators** – there are currently 3 directorate priorities relevant to the Board and 1 is assessed as green and 2 are amber along with their aligned performance indicator. The amber priorities and indicators are:

- Identify targets for new housing and strategies to support their delivery (Increase number of new affordable homes built - Target 500, Q3 138). Whilst the majority of land transactions are complete and schemes are progressing towards planning, the number of units delivered as a result of Government Initiatives so far this financial year has been lower than expected in particular, Firstbuy Completions. Firstbuy was due to complete in Dec 12, however the scheme has now been extended to March 14.
- Improve energy efficiency in public and private sector homes (Increase number of improved energy efficiency installations in houses (both public and privately owned)) - 9,518 measures have been installed in 7,761 households under the Wrap Up Leeds Scheme to the 14th December. There are a number of additional measures waiting to be installed and it is forecast that the final total will be around 10,000 measures in 8,000 homes. This, combined with activity taking place across a number of providers in the City, will be delivering significant benefits to Leeds residents (for example, energy companies have all been promoting free energy efficiency schemes alongside Wrap Up Leeds and it is known that one company has delivered in excess of 2,500 measures in the first 10 months of 2012 alone). In addition £1.3m has been secured for c300 homes through GD Demonstrator and initiated a free narrow cavity offer which is beginning to result in additional measures.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 This is an information report and as such does not need to be consulted on with the public. However all performance information is published on the council's and Leeds Initiative websites and is available to the public.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This is an information report and not a decision so due regard is not relevant. However, this report does include an update on equality issues as they relate to the various priorities within the Performance Reports.

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.

4.5 Legal Implications, Access to Information and Call In

4.5.1 All performance information is publicly available and is published on the council and Leeds Initiative websites. This report is an information update providing Scrutiny with a summary of performance for the strategic priorities within its remit and as such is not subject to call in.

4.6 Risk Management

4.6.1 The Performance Report Cards 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. These processes also link closely with performance management.

5 Conclusions

5.1 This report provides a summary of performance against the strategic priorities for the council and city related to Housing and Regeneration Scrutiny Board.

6 Recommendations

6.1 Members are recommended to:

- Note the Q3 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

7 Background documents¹

7.1 City Priority Plan 2011 to 2015

7.2 Council Business Plan 2011 to 2015

¹ 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.

Meeting: Housing and Regeneration Board

Population: All people in Leeds

Outcome: Local people benefit from regeneration investment

Priority: Maximise regeneration investment to increase housing choice and affordability.

Why and where is this a priority

Leeds is a growing city; between 2001 and 2011 the population rose by 5% (35,900) from 715,600 to 751,500. This upward trend is expected to continue to an estimated 860,000 by 2028. The implications of this projected rise brings to the forefront a continued requirement for housing growth, affordable housing and for improvements to existing public and private sector stock.

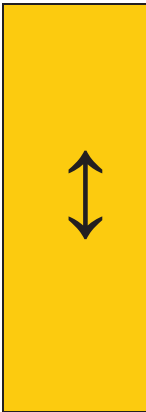
Story behind the baseline

Since the start of 2012/13, 1,208 New Homes have been developed in the City. This is against a target of 1,730 based on the average completions for new homes during 2011/12. It is anticipated that this target will be achieved by the end of 2012/13 however, the target is being reassessed in relation to the projected need set out by the Draft Core Strategy which indicates that the City has a housing requirement of 3,660 units per annum for the first 5 years then 4,600 there after until 2028. As a result, the overall progress has been changed to Amber at quarter 3, until agreement is reached on the final target figure.

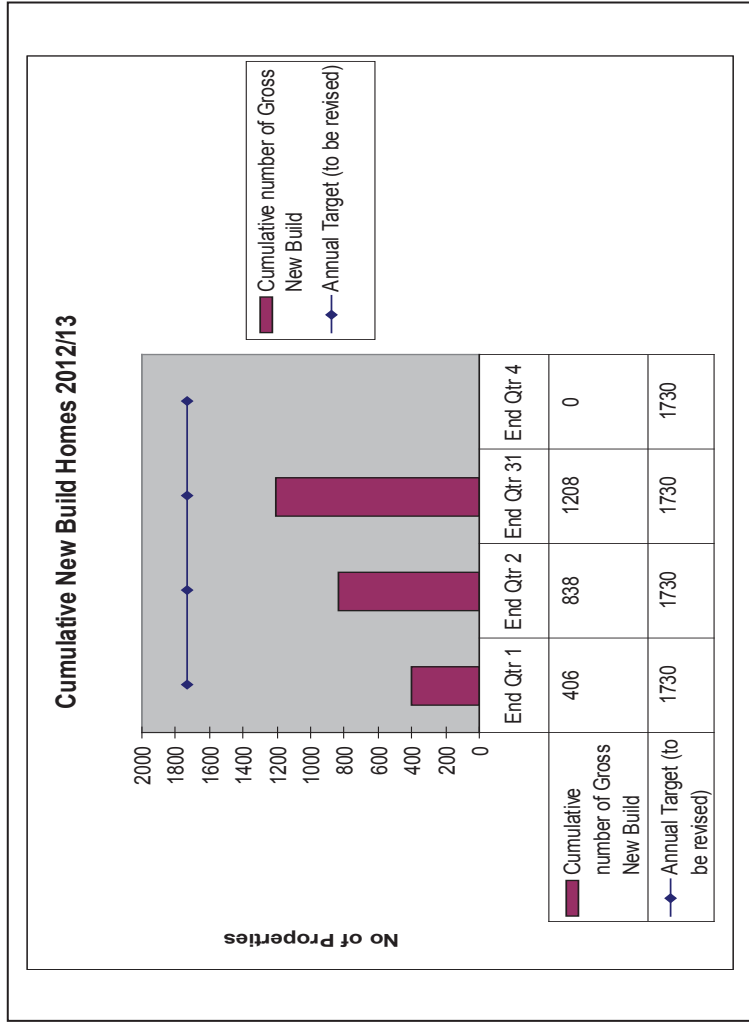
Investment in affordable housing is currently being achieved through:

- o the Homes & Communities Agency (HCA) funded Affordable Housing Investment Programme;
- o work with developers to deliver affordable housing on commercial sites via the planning system;
- o bringing empty properties back into use;
- o LCC direct investment in new homes.

In addition a strategic approach to the use of commuted sums, NHB and new resources such as Right to Buy receipts is being developed.



Headline Indicators: Increase the number of new homes built per year. Increase the number of new affordable homes built per year. Increase the number of long-term empty properties brought back into use.



What do key stakeholders think

Discussions at the Housing and Regeneration Board on the Housing Investment Programme welcomed the Council's approach to delivery through new financial freedoms and flexibilities, delivered through partnerships with developers and housing associations. The H & R Board takes a collaborative approach to supporting the development of new housing, including new affordable housing and actions to reduce the number of empty properties to add to the supply of homes.

What we did (2012/13 Qtr 3)

New Homes Built - 370 new dwelling units built in Q3.

- East Leeds Extension (ELE) – Executive Board (EB) has approved funding for a Highways Feasibility Brief, work to commence Jan '13. Outline Planning Application submitted for Northern Quadrant (NQ) housing development (2000 homes). Public consultation event undertaken 10th Dec 2012 on the NQ.
- EASEL – Uncertainty over the South Parkway site remains. Bellway seeking to purchase Site 4, Thorn Walk in Gipton. Awaiting formal request to make legal instruction. Ability to develop three remaining sites will be dependent upon revised appraisals and availability of Equity Loan support for purchasers.
- Brownfield Land Programme (BLP) – EB approved a new programme to bring forward housing development on 29 Council sites in low market locations (mainly east and south Leeds) – 40ha in total.
- The development of new houses and the reduction in the net number of empty homes generates NHB; an uplift is also paid on new affordable homes being built. Data projecting outturn figures for both new build and the reduction of long term empties is supplied to Corporate Resources to allow the level of NHB which the authority can expect to receive to be forecasted.

New Affordable Homes Built - 138 affordable housing units delivered (282 cumulative), through the Affordable Housing Programme (i.e. Registered Providers) and s106.

- Outline programme for new build council housing approved at EB which will deliver circa 100 units over a 3 year programme
- Two bids submitted for Department of Health Care and Support Specialist Housing Fund to support the delivery of new affordable Extra Care homes for older people. Successful bidders are expected to be informed May 2013.

Empty Properties - 2361 long term empty private sector properties have been returned to occupation.

- Empty Property Action Plan (EPAP) - Action Plan developed. Progress against targets on track. Links to Empty Property Strategy as per above.
- LCC to be a pilot authority for the National Empty Property Loan scheme administered by Empty Homes Agency.
- In September 2012 additional funds were agreed by EB to tackle private sector housing including a proactive enforcement team and capital funds for our own empty property loan, increased Compulsory Purchase Order activity and support for the third sector.

Risks and Challenges

- Housing Associations have identified uncertainty around their ability to borrow and the potential negative impact Welfare Reform may have on their rental stream.
- Access to mortgage finance remains a critical barrier identified by developers to the delivery of new housing. Schemes such as 'A Helping Hand' run by Leeds Building Society in conjunction with Leeds City Council should assist home buyers in accessing finance.
- Risk that the markets view of opportunities for sites in Brownfield Land Programme is negative/pessimistic resulting in limited development coming forward.
- A reduction in commercial house building, failure to meet the affordable homes programme target or fewer net empty homes being brought back into use (for example if more homes become empty) would lead to less NHB being generated than forecast

New Actions (2012/13 Qtr 4)

New Homes Built

- An approach to investment in specialist housing for older people prepared for February EB which entails a range of delivery routes to produce new housing across all tenures. Includes identification of Council owned sites for disposal for specialist provision.
- ELE- initiate East Leeds Orbital Road feasibility study and undertake land owner discussions
- BLP- prepare initial activities and first disposals

New Affordable Homes Built

- Development of new pipeline to identify suitable sites for affordable housing programme with a view to March EB report.
- Preparing land for development and devising investment solutions in key areas such as Middleton and Beckhills (Meanwood).

Empty Properties

- Create a proactive enforcement team to address private sector housing conditions and develop new capital schemes to bring empties back into use
- Work with the Empty Homes Agency to launch the national loans scheme in April 2013.
- Work ongoing to deliver the actions within the EPAP.
- Ongoing use of commuted sums to increase the supply of affordable housing.
- Working up delivery programme utilising the NHB and Housing Revenue Account resources.

Data Development

In order to set targets which are both ambitious and realistic, work is underway to review the indicators and the way in which progress is tracked, having reference to the need identified in the Core Strategy and expected levels of investment. Work is ongoing to consider setting a performance indicator for NHB generated through construction of new properties and returning long term empty properties back into use.

Meeting: Housing and Regeneration Board

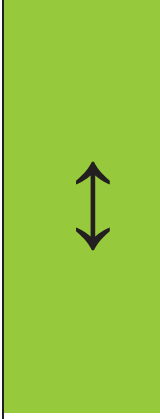
Population: All people in Leeds

Outcome: The housing growth of the city is sustainable

Priority: Enable growth of the city whilst minimising the impact on the environment and protecting the distinctive green character of the city.

Why and where is this a priority

Improving the public realm, linking local people to the employment opportunities created by new investment, and improving the vitality and vibrancy of the City's town and district centres is critical to ensure the long term sustainability of priority neighbourhoods and the City Centre.

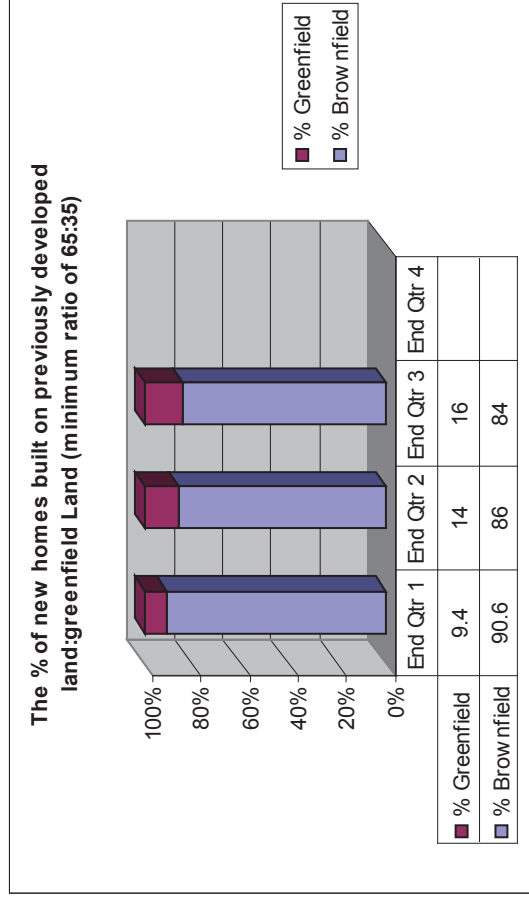


Story behind the baseline

The Draft Core Strategy plans for the longer term regeneration and growth of the district over a 15 year period. The strategy sets out the City Councils desire to respond to current and emerging population pressures and associated needs across the district, especially within inner urban areas. Key priorities therefore include: planning for the provision of homes and jobs in sustainable locations, respecting local character and distinctiveness in the delivery of the Plan's objectives and maximising opportunities to recycle previously developed land (PDL), whilst minimising Greenfield and Green Belt release.

In reflecting the district's strong historical performance in the delivery of PDL, Policy P1 within the Core Strategy identifies a target of 65% (taken from the Regional Spatial Strategy "The Yorkshire and Humber Plan" 2008). According to the amount of deliverable PDL land identified in the Strategic Housing Land Availability Assessment (SHLAA) 65% presents a realistic target for the first 5 years of the Plan however, whilst we are currently achieving the ratio targets set, the proportion of Greenfield development is increasing, and will continue to do so as Brownfield sites are developed out (for example through the Brownfield Land Programme) and Greenfield releases occur (in line with the Core Strategy).

Headline Indicator: Minimum ratio of 65:35 development of new homes on Brownfield: Greenfield land



What do key stakeholders think

Nothing to add at quarter 3.

What we did (Qtr 3 2012/13)

Core Strategy (CS) - Formal submission Apr 2013 subject to conclusion of consultation on pre-submission changes and duty to cooperate requirements being met as well as completion of technical work in particular, the SHLAA and the Authority Monitoring Report (AMR).

Site Allocations - Progression to timetable is dependent on progression of Core Strategy timetable, and on applying maximum staff resources to the project.

Community Infrastructure Levy (CIL) - Viability Study finalised 4th Jan 2013.

Derelict Properties (DP) – 13 properties have already been improved. Tranche 2 of the programme has now been established prioritising a further 16 properties for action. To date none of the allocated budget has been spent as improvements have been delivered by property owners as a result of pressure placed on them by the Council.

Leeds Town & District Programme - Majority of projects within the programme have been completed successfully. 2 schemes outstanding; Farsley and Cross Gates with completion expected March 2013.

Wyke Beck Valley Pride

- Capital improvement works completed on Beck Fields in Halton Moor and Killingbeck Fields in Seacroft.

- Two new 'Friends of' groups have been established at Arthur's Rein and Killingbeck Fields.

- Practical volunteering activities took place with the local community throughout the Wyke Beck Valley with Groundwork, The Trust for Conservation Volunteers and Parks & Countryside.

Neighbourhood Planning Statement (NPS) - Work has commenced to develop a NPS for Seacroft, to support the regeneration programme, which seeks to develop a community based consensus to development and land use

Neighbourhood Plans (NP) - There are 4 frontrunner pilots for neighbourhood plans city wide (Otley, Boston Spa, Kippax and Holbeck) plus a further 8 neighbourhood areas established.

What worked locally / Case study of impact

Nothing to add at quarter 3.

Risks and Challenge

DP - A budget forecast has been prepared for the next financial year which indicates that expenditure is likely to increase as more challenging properties are tackled.

Leeds Town & District Programme - The claim against the designer / contractor is still being pursued.

New Actions (2012/13 Qtr 4)

CS – Submission expected April 2013 subject to conclusion of consultation on pre-submission changes and duty to cooperate requirements being met as well as completion of technical work in particular, the SHLAA.

CIL - Draft PDCS to be submitted to Executive Board on 15th Feb. Subject to changes requested, on target for public consultation from Mar. Aiming for longer term timetable of Apr 2014 for overall CIL to be adopted. Work streams to determine spending, governance, and administration matters are commencing mid Feb, with assistance from the Planning Advisory Service for initial project planning. Initial options re: spending/ring-fencing mechanisms presented to Executive Member in Jan.

City Centre Park – Outline business case for CC Park expected end of Jan

Indicator: Minimum ratio of 65:35 development of new homes on Brownfield: Greenfield land

The Housing Land Supply document will provide a Five Year brownfield projection has been produced for Executive Board sign off in February and will then be published on the Council's website as part of the Local Authority Monitoring Report.

Work with local residents and employers on schemes to enhance public realm and green space:

Wyke Beck Valley Pride

- Confirm allocation of further s106 funds.
- 7 new entrances to be installed throughout the valley funded through the Access to Nature Wyke Beck Valley Pride Project (total cost £54K).
- Work to start on the draft Management Plan for the Wyke Beck Valley

Data Development - None

Meeting: Housing and Regeneration Board

Population: All people in Leeds

Outcome: Houses of all tenancies are able to meet the needs of citizens of Leeds at different stages of their lives

Priority: Improve housing conditions and energy efficiency.

Priority: Improve housing conditions and energy efficiency.

Why and where is this a priority

Provision of a range of good quality affordable and energy efficient housing to meet the changing needs of the population of Leeds is a significant challenge and is a critical factor impacting on a range of important quality of life indicators, particularly health and well being. It also has wider effects on the prosperity of the city, as it affects the ability of Leeds to remain competitive and attract people to live and work here, and also contributes to environmental sustainability.

Overall Progress: GREEN



Story behind the baseline

Significant investment in Council Housing stock has taken place since ALMOs were established to bring homes up to a decent standard, and levels of decency are now being maintained above the target of 96%.

Improvements are also taking place within the private sector through various programmes of investment and through partnerships with landlords and enforcement work. It is expected that the annual 500 decent homes target for the private sector will be met this financial year. However, the prevalence of back to back housing and other features of some private sector stock makes bringing these up to a decent standard a significant challenge. E.g. the most recent Private Stock Condition Survey (2007) found that a third of private sector housing in Leeds (or 81,800 units) was non-decent, with the main issue being thermal comfort.

Newer housing developments are incorporating specific building regulations standards, although this remains a challenge. Work is also continuing to bring empty properties back into use and improve their condition.

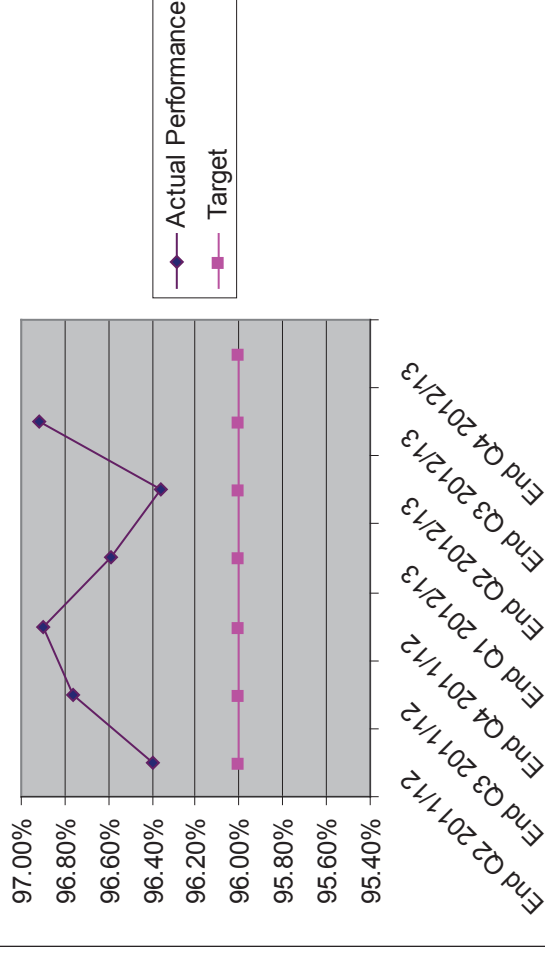
Leeds have been working closely with the City Region to develop a Green Deal business case, using Leeds as the anchor authority, which recommends working collectively over a 3 year period to deliver an £80m project to 12000 homes.

With the continual rise in energy prices and the squeeze on household income (particularly those on low and fixed incomes) fuel poverty rates in Leeds have risen from a low of 22% in 2005 to 27% in 2010. Coupled to this, budgets for energy efficiency grants such as Warmfront have been slashed and many local third sector organisations (such as Groundwork and Care and Repair) have seen funding streams dry up. So just at a time when fuel poverty is at its worst, the help available is at its lowest. There has still though been progress with over £7m being spent this financial year to improve energy efficiency in council homes and over 7,000 households benefiting from installations via Wrap Up Leeds.

Headline Indicator: Increase the number of properties improved with energy efficiency measures.

Increase the number of properties which achieved the decency standard

Priority: Maintain Decent Homes Standard in Council Housing



What do key stakeholders think

Satisfaction results within Wrap Up Leeds are continuing to be Excellent, with a score of 5.59/6. There is limited variations between wards, with no ward showing less than 5.32/6, showing the continued city wide relevance of the scheme. The LCR Green Deal Business Case has now been completed and discussed with LCR Leaders who have

requested that it is also considered by the Green Economy Panel and brought back for a decision on February 7th. The Council's Executive Board approved the participation of Leeds as the anchor authority on the 12th December 2012.

What we did (2012/13 Qtr 3)

Priority: Deliver well-designed, visually-appealing and energy-efficient housing (new and existing stock) in target neighbourhoods

- New homes currently underway in East Leeds are being built to specific building regulations standards (equivalent to CSH3). Equity support package agreed in-principle for EASEL site 7 - to support development and sale of 11 units.
- £7.3m has been spent up to the end of Q3 on delivering investment to improve energy efficiency in Council Housing. This includes £2m to carry out structural repairs and external wall insulation to non traditional housing stock in WNWHL.

Priority: Maintain decent homes standard in Council housing

- At the end of December 2012 96.92% of Council Housing met the decent homes standard, exceeding the target of 96%. ALMO capital programmes for 2012/13 have been developed with a view to continuing to maintain decency levels at 96%.

Priority: Sustainable improvements to housing conditions within the private sector (pre-1919 stock (back-to-back's and through terraces) in target neighbourhoods

- 157 private sector properties have been made decent by the end of Q3. Q3 figures are lower than expected as we are awaiting data round decency and energy efficiency work. It is expected that the annual 500 decent homes target will be met once that data is forthcoming. 14850 bed spaces covered by Landlord Accreditation Scheme with 337 members. The performance of the RLA is continually monitored to ensure delivery against targets and an action plan is now being developed to target areas of the city currently under-represented. 2766 individuals have benefited from the removal of a hazard to their homes by the end of Q3 against an annual target of 4,000.

- 349 properties have received inspections to ensure compliance with both HMO and selective licensing licence conditions against an annual target of 600. This figure is down on target due to the task of HMO re-licencing – this was expected and resources will be allocated towards the end of the year to achieve the target.

- We have brought 2361 empty properties back into use in Qtr 3 and the Council is currently working with a number of third sector organisations to help to deliver their successful HCA bids and to work up new ways of engaging with private owners following on from the Call to Action Day in May.

- Proposals are also being developed to use New Homes Bonus to support empty property work, including the creation of an empty property loan, support for third sector organisations and increased staffing resources to target those empty homes on a locality by locality basis that are blighting priority areas within the city.

Priority: Implement Leeds Home Insulation Programme, (Implement Solar PV Schemes (public & private sector) & Green Deal

- 9,518 measures have been installed in 7,761 households under the Wrap Up Leeds Scheme with ~500 additional measures waiting to be installed. The scheme was extended allowing c300 extra people to benefit, with a forecast that the final total will be around 10,000 measures in 8,000 homes.
- Contracts to deliver 2 of the 3 elements of the £1.28m Green Deal Demonstrator project in Leeds have been awarded. However, the proposed external wall insulation element

New Actions (2012/13 Qtr 4)

Priority: Deliver well-designed, visually-appealing and energy-efficient housing (new and existing stock) in target neighbourhoods

- Implement equity support model at Site 7 in East Leeds in order to maintain delivery on-site.
- To closely monitor the delivery of £12.3m planned investment to improve energy efficiency of Council Housing by the end of 2012/13, including £3.3m to complete the external wall insulation to non traditional stock in WNWHL.

Priority: Maintain decent homes standard in Council housing

- Continue to closely monitor monthly progress in delivery of capital programmes and addressing decency failures.
- Programmes that deliver decency in the private sector will be continuing in 2012/13

Priority: Implement Leeds Home Insulation Programme, (Implement Solar PV Schemes (public & private sector) & Green Deal

- The LCR Green Deal Business Case will be presented to individual councils with the request that they sign a MOU to commit to becoming part of a consortium prior to launch of the procurement process in March 2013.
- Additional funding applications have been submitted and secured for emergency heating repairs (Warm Homes Healthy People - £199k) to extend eligibility for energy efficiency measures (Fuel Poverty Fund - £150k) and to develop a collective energy switch product (Cheaper Together - c£40k)

Data Development:

Energy Performance Certificate data has now been analysed and combined with details of eligibility for the Carbon Saving Community ECO grant, to help target promotional work. Funding has been secured from DECC in partnership with Leeds Met University to conduct intensive testing of the impact of interventions on traditional buildings and extensive monitoring across a range of archetypes.

Equality

Equality Focus: Improve energy efficiency

Equality Analysis: Many households containing people recovering from long term illness, disabled people and pensioners can not afford to heat their homes.

Equality Action: In early 2012 we secured and delivered a grant of £232k from Dept of Health specifically to support vulnerable people during the winter months. The investment supported 265 households with boiler repairs/replacements; provided additional measures to 90 households through the Green Doctor initiative and delivered winter warmth services via 33 frontline community organisations (including fuel bill advice, emergency boxes, hot meal delivery, grant referrals). This support was designed to prevent the

<p>for Cross Green did not attract any tenders, due to the timescales and perceived risks.</p> <ul style="list-style-type: none"> The narrow cavity wall insulation scheme has now been completed with a total of 147 properties receiving either free or heavily subsidised cavity wall insulation measures. 	<p>most vulnerable from suffering cold related ill-health.</p>
<p>What worked locally /Case study of impact The two empty properties being developed as show-homes by Latch and Canopy are both making good progress.</p> <p>Risks and Challenges The reduction and future uncertainty over feed in tariff payments for solar PV has meant that this project is not progressing. The continuing delay to government confirming details of the Green Deal and ECO mean that it's very likely to lead to a period of low activity in 2013. The short timescales involved in all of the grants received (c£1.7m awarded since the start of October, all of which must be spent by the end of March 2013) present a number of issues which may lead to fewer houses being helped than planned. However no penalties are in place other than that unspent funds will need to be returned to DECC.</p>	

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2012/13 Directorate Scorecard

Reporting Period :

Quarter 3 2012-13

Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Target	Q1	Q2	Q3	Q4	Executive Portfolio
Deliver the Housing and Regeneration Board City Priority Plan	Progress is being made against the Housing and Regeneration Board three priorities, 1) Regeneration Investment to increase housing choice and affordability, 2) Enable growth of the city whilst minimising the impact on the environment and protecting the distinctive green character of the city and 3) Improve Housing Conditions and Energy Efficiency. Discussions regarding the future management of the Housing and Regeneration Board are ongoing.	↔ Green		None applicable					
Identify targets for new housing and strategies to support their delivery	<p>This work is ongoing, linked with the H&R Board Partnership Plan review. As part of the review it is intended to reach agreement on either a method for identifying an annual adjusted housing target or a set figure applicable to each year of the plan. The Housing Investment Team are continuing to work with Developers and Housing Associations on wider strategies linked to housing growth in the city, including use of commuted sums, Right to Buy receipts and New Homes Bonus. Proactive work is underway with Planning to drive housing growth using the Core Strategy and Interim Affordable Housing Policy. The programme is on target to deliver by the year end with the majority of land transactions complete and schemes progressing towards planning.</p> <p>However, the number of units delivered as a result of Government Initiatives so far this financial year has been lower than expected, in particular Firstbuy Completions (according to the HCA, this is representative across the programme) it may also be reflective of market forces (ability to obtain mortgages even with an equity loan). In previous years the number of affordable homes delivered tends to increase towards the end of the financial year, it had been expected that this may be the case with Firstbuy which was due to complete in Dec 12, however this has now been extended to March 14.</p>	↔ Amber	Increase number of new affordable homes built	500 (TBC)	114	30	138		Neighbourhoods, Planning and Support Services
Improve energy efficiency in public and private sector homes	9,518 measures have been installed in 7,761 households under the Wrap Up Leeds Scheme to the 14th December. There are approximately 500 additional measures waiting to be installed. The scheme closed to new applicants on the 25th October with a final install date of 7th December. However, this was extended through an additional agreement with a different utility, which has allowed another c300 people to benefit, with a forecast that the final total will be around 10,000 measures in 8,000 homes. This, combined with activity taking place across a number of providers in the City, will be delivering significant benefits to Leeds residents, and we have secured an additional £1.3m for c300 homes through GD Demonstrator and initiated a free narrow cavity offer which is beginning to result in additional measures.	Amber	Increase number of improved energy efficiency installations in houses (both public and privately owned)	15000 (all energy efficiency measures)	3029	5624 (cum)	9,518 (wrap up Leeds)		Environment

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Report of Head of Scrutiny and Member Development

Report to Housing and Regeneration Scrutiny Board

Date: 26th March 2013

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

1 Purpose of this report

- 1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the current municipal year.

2 Main issues

- 2.1 A draft work schedule is attached as appendix 1 which incorporates issues identified for inclusion at the last meeting. 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.
- 2.2 A copy of the latest minutes of the Executive Board meeting are attached as appendix 2.

3 Recommendations

- 3.1 Members are asked to:
- Consider the draft work schedule and make amendments as appropriate.
 - Note the latest minutes of the Executive Board meeting.

4. Background papers¹

- 4.1 None used

¹The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Scrutiny Board (Housing and Regeneration) 2012/13 Municipal Year Revised 7.03.13 Appendix 1

Area of review	Schedule of meetings/visits during 201213		
	June	July	August
<i>Consultation Major Changes to Housing Policy</i>		Initial Paper on decision of Executive Board and Proposed Changes including draft tenancy strategy consultation	Working Group comprising all Members of the Board to submit its comments on the proposals
<i>Development of Brown field Sites</i>		Initial Paper from Director of City Development	
<i>Development of Guidance/protocol for Developers</i>		Initial Paper from Director of City Development	
<i>To be determined</i>			
Briefings	Equality Improvement Priorities SB 18/06/12 @ 10 am	Response to queries Q3 performance reports Consultation Section 106 agreements Community Infrastructure Levy	
Budget & Policy Framework Plans		Report on Housing Revenue, General Fund Regeneration and Capital Programme Period 2	
Recommendation Tracking		Recommendation Tracking Private Rented Sector Housing	
Performance Monitoring	Quarter 4 performance report SB 18/06/12 @ 10 am		

Page 41

Scrutiny Board (Housing and Regeneration) 2012/13 Municipal Year Revised 7.03.13 Appendix 1

Area of review	Schedule of meetings/visits during 2012/13		
	September	October	November
Consultation Major Change to Housing Policy	Consider a summary of the responses received from all consultees on the proposals with a view to making any recommendations the Scrutiny Board wishes to make before Executive Board considers the matter in November	Recommendations to Executive Board	Executive Board consider a proposed new Housing Policy
Development of Browfield Sites			
Development of Guidance/protocol for Developers		Board to consider guidance/protocol	
Council houses being used as offices and the Directorate's approach to the disposal of property in general	To consider a report of the Director of Housing on Council houses being used as offices including the Directorate's approach to the disposal of property in general	To consider a list of non Council owned land that are brownfield sites that have been declared not viable and the reasons why they are not viable and what has been offered to move those sites forward for development	
Briefings Inquiry Report Recommendation Private Sector Housing Recommendation		Recommendation 1 Private Sector Housing Report back on outcome of adopting a more proactive and targeted integrated management approach in addressing those areas of the city that have greater housing and environmental needs. Report on SHLAA Process & Membership	Recommendation 3 That a progress report on the delivery of the Empty Properties Action Plan be brought back to Scrutiny before December 2012.
Budget & Policy Framework Plans		+	Budget report to half year month 6
Recommendation Tracking		Housing Growth	Affordable Housing by Private Developers
Performance Monitoring	Quarter 1 performance report SB 10/09/12 @ 10 am		

Scrutiny Board (Housing and Regeneration) 2012/13 Municipal Year Revised 7.03.13 Appendix 1

Area of review	Schedule of meetings/visits during 2012/13		
	December	January	February
Development of Guidance/protocol for Developers		To consider a final draft of the good practice guide to pre-application engagement	
Affordable Housing Variations in Bench Mark Figures		To consider a report of the Director of Environment and Housing variations in bench mark figures between authorities concerning affordable housing	
Internal Audit Report officer declarations – planning investigation & lessons learned from Doncaster			To consider a report from Internal Audit on officer declarations
Delivery of Brownfield Sites	Update on <i>Council houses being used as offices and the Directorate's approach to the disposal of property in general</i>		Revised strategy for delivery of brownfield sites in the city including EASEL
Strategic Housing Land availability Assessment(SHLAA)		To consider a report on completion of the review of the SHLAA process and Membership	To consider a report on completion of the review of the SHLAA process and Membership -
Community Infrastructure Working Group	At the 30 TH October Board meeting the Working Group was established but deferred to allow officers the opportunity with consultants to develop the position	To arrange a meeting of this Working Group - Check on progress	
Briefings Inquiry Report Recommendation 4 Private Sector Housing		That the Director of Environment and Neighbourhoods report back on the findings from work undertaken analysing current housing market trends within the Leeds 6.	
Performance Monitoring	Quarter 2 performance report SB 10/12/12 @ 10 am		

Page 40

Scrutiny Board (Housing and Regeneration) 2012/13 Municipal Year Revised 7.03.13 Appendix 1

Area of review	Schedule of meetings/visits during 2012/13		
	March	April	May
<i>Consultation Major Change to Housing Policy</i>			
<i>Development of Brown field Sites</i>		6 month update on disposal of Council owned brownfield sites	
<i>Development of Guidance/protocol for Developers</i>			
<i>Council houses being used as offices and the Directorate's approach to the disposal of property in general</i>			
Critical friend to the Strategic Partnership Board	To consider a report on outcome of the workshops organised by Leeds Initiative responding to the questions set out in the constitution		
Briefings		To consider the Council's policy regarding student accommodation in the city (Requested by the Board on 29 th January 2013)	
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Quarter 3 performance report SB 11/03/13 @ 10 am		

Page 47