



SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

Meeting to be held in Civic Hall, Leeds on
Monday, 30th July, 2012 at 10.00 am

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

MEMBERSHIP

Councillors

- B Anderson (Chair) - Adel and Wharfedale;
A Blackburn - Farnley and Wortley;
N Buckley - Alwoodley
P Davey - City and Hunslet;
R Grahame - Burmantofts and Richmond Hill;
M Harland - Kippax and Methley;
P Harrand - Alwoodley;
G Hyde - Killingbeck and Seacroft;
J Jarosz - Pudsey;
S Lay - Otley and Yeadon;
K Mitchell - Temple Newsam;
N Walshaw - Headingley;

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

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A G E N D A

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

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 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 - 18 JUNE 2012

1 - 4

To confirm as a correct record, the minutes of the meeting held on 18 June 2012

7

RECOMMENDATION TRACKING - PHASE 2 DOG CONTROL ORDERS

5 - 18

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.

8		<p>OVERVIEW OF THE PARKS AND COUNTRYSIDE SERVICE</p> <p>To receive a presentation from the Head of Parks and countryside providing an overview of the service.</p>	19 - 20
9		<p>INQUIRY INTO FUEL POVERTY</p> <p>To receive a report from the Head of Scrutiny and Member Development presenting the formal response to the recommendations arising from the earlier scrutiny inquiry into Fuel Poverty.</p>	21 - 88
10		<p>WORK SCHEDULE</p> <p>To consider the Board's work schedule for the forthcoming municipal year</p>	89 - 154
11		<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 10 September 2012 at 10.00 a.m. (pre-meeting for all Members at 9.30 a.m.)</p>	

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 18TH JUNE, 2012

PRESENT: Councillor B Anderson in the Chair

Councillors A Blackburn, Buckley,
P Grahame, R Harington, P Harrand,
G Hyde, J Jarosz, S Lay, K Mitchell and
N Walshaw

1 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillors P Davey, R Grahame and M Harland. The Chair reported that Councillor R Grahame had been called away urgently in relation to other Council business.

Councillors P Grahame and R Harington were in attendance as substitute Members

2 Minutes - 3 April 2012

RESOLVED – That the minutes of the meeting held on 3 April 2012 be confirmed as a correct record.

3 Changes to the Council's Constitution

The report of the Head of Scrutiny and Member Development provided the Board with information on recent amendments to the Council's Constitution, as agreed by Council on 21 May 2012 which directly related to and/or impacted on the work of Scrutiny Boards.

Issues highlighted in the report included the following:

- The Localism Act 2011.
- Links to Strategic Partnership Boards – Scrutiny Boards were no longer tasked to undertake reviews linked to City Priority Plans but would act as 'critical friend' to the relevant Partnership.
- Changes to the Board's remit – housing matters would now be with the Scrutiny Board (Housing and Regeneration)
- Changes to the call in process – Area Committee decisions would now be exempt from call in.

RESOLVED – That the report be noted.

4 Co-opted Members

Draft minutes to be approved at the meeting
to be held on Monday, 30th July, 2012

The report of the Head of Scrutiny and Member Development sought the Board's formal consideration for the appointment of Co-opted Members.

The Board was informed that they could appoint the following:

- Up to five non-voting co-opted members for a term of office that does not go beyond the next Annual Meeting of Council; and/or
- Up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.

It was suggested that the Board could appoint co-opted members on an ad-hoc basis for any inquiries where it was considered necessary.

RESOLVED – That the report be noted.

5 Crime and Disorder Scrutiny

The report of the Head of Scrutiny and Member Development informed the Board of its role as the Council's Crime and Disorder Committee and included the Protocol between Scrutiny and the Community Safety Partnership in Leeds. Members were reminded of the Police Reform and Social Responsibility Act 2011 and the pending replacement of the Police Authority with a Police and Crime Commissioner.

Councillor Gruen, Executive Member for Neighbourhoods, Planning and Support Services and Neil Evans, Director of Environment and Neighbourhoods were in attendance for this item.

The following issues were highlighted:

- The election for a Police and Crime Commissioner would take place in November 2012.
- It was proposed that the Board works with the Safer Leeds Partnership to develop the Leeds Community Safety Business plan in preparation for the introduction of the Police and Crime Commissioner. As this needed to be completed by September, this would be undertaken via working group meetings, to which all Board Members would be invited to attend. These would be arranged by the Principal Scrutiny Adviser following the meeting.
- Arrangements for scrutiny of Crime and Disorder issues.

RESOLVED –

- (1) That the report be noted.
- (2) That the joint protocol between Scrutiny and the local Community Partnership be noted.
- (3) That the Board works with the Safer Leeds Partnership to develop the Leeds Community Safety business plan in preparation for the introduction of the Police and Crime Commissioner. This will be undertaken via working group meetings during July/August to which

all Board Members will be invited to attend. An update report will be brought back to the Board's September meeting.

6 Equality Improvement Priorities 2011-2015

The report of the Assistant Chief Executive (Customer Access and Performance) introduced the new Equality Improvement Priorities and the revised Equality and Diversity Policy. It also set out the Council's continued commitment to equality, outlined the Council's equality objectives, identified how progress would be measured and how the Council would continue to improve and further embed the equality agenda.

RESOLVED – That the report be noted.

7 Sources of work for the Scrutiny Board and 2011/12 Quarter 4 Performance Report.

The report of the Head of Scrutiny and Member Development provided information and guidance on potential sources of work and areas of priority within the Board's terms of reference. In consultation with the relevant Director(s), Executive Board Member(s) and Partnership Chair, the Board was requested to consider and confirm the areas of Scrutiny for the forthcoming municipal year.

The joint report of the Assistant Chief Executive (Customer Access and Performance)/Director of Environment and Neighbourhoods provided a summary of performance against the strategic priorities for the Council and City related to the Scrutiny Board (Safer and Stronger Communities).

The following were in attendance for this item:

- Councillor P Gruen - Executive Member for Neighbourhoods, Planning and Support Services.
- Councillor M Dobson – Executive Member for Environment
- Neil Evans – Director of Environment and Neighbourhoods

The following issues were highlighted as potential areas for the Scrutiny Board to consider:

- Preparing for the introduction of the Police and Crime Commissioner
- Domestic Noise Nuisance – it was reported that as the service was currently undergoing change, it may be better to review this later in the year.
- Non-emergency Police service and the introduction of the '101' contact number.
- Stronger Communities – strengthening relationships with Town and Parish Councils.
- Waste collection – including development of IT systems.
- Round two of the Service Level Agreement for the delegation of Streetscene services.

- Waste Management Strategy
- Transfer of the Parks and Countryside service to the Environment and Neighbourhoods Directorate.

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

- Publication of the '101' non-emergency Police number.
- Responsibility for allotments.
- Improving communications for residents with respect to waste collection.
- Bespoke waste collection services.
- Arrangements for Police Community Support Officers.
- Vandalism in Parks and Cemeteries – role of 'Friends of' groups.
- Graffiti – there had been improvement with the removal of graffiti although there were concerns with graffiti at the side of railways in and around the City.
- A request had been made for a review of the new grass cutting contract – it was suggested that a working group be established to consider this.
- Dog Control Orders – the Board was due an update regarding this at its July meeting.
- The Board noted and welcomed the proposed changes made to the Council Business Plan – such changes were reflective of the Council's improved performance in increasing the percentage of waste recycled and also in reducing numbers of burglaries.

RESOLVED –

(1) That the reports and discussion be noted.

8 Work Schedule

The report of the Head of Scrutiny and Member Development presented the draft work schedule for the forthcoming municipal year. Further suggestions for the Board's work schedule had been discussed during the previous item.

RESOLVED – That the Board's work schedule be updated to reflect the key issues discussed during today's meeting.

9 Date and Time of Next Meeting

Monday, 30 July 2012 at 10.00 a.m. (Pre-meeting for all Board Members at 9.30 a.m.)

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Safer and Stronger Communities)

Date: 30th July 2012

Subject: Recommendation Tracking – Phase 2 Dog Control Orders

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. 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.

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 documents¹

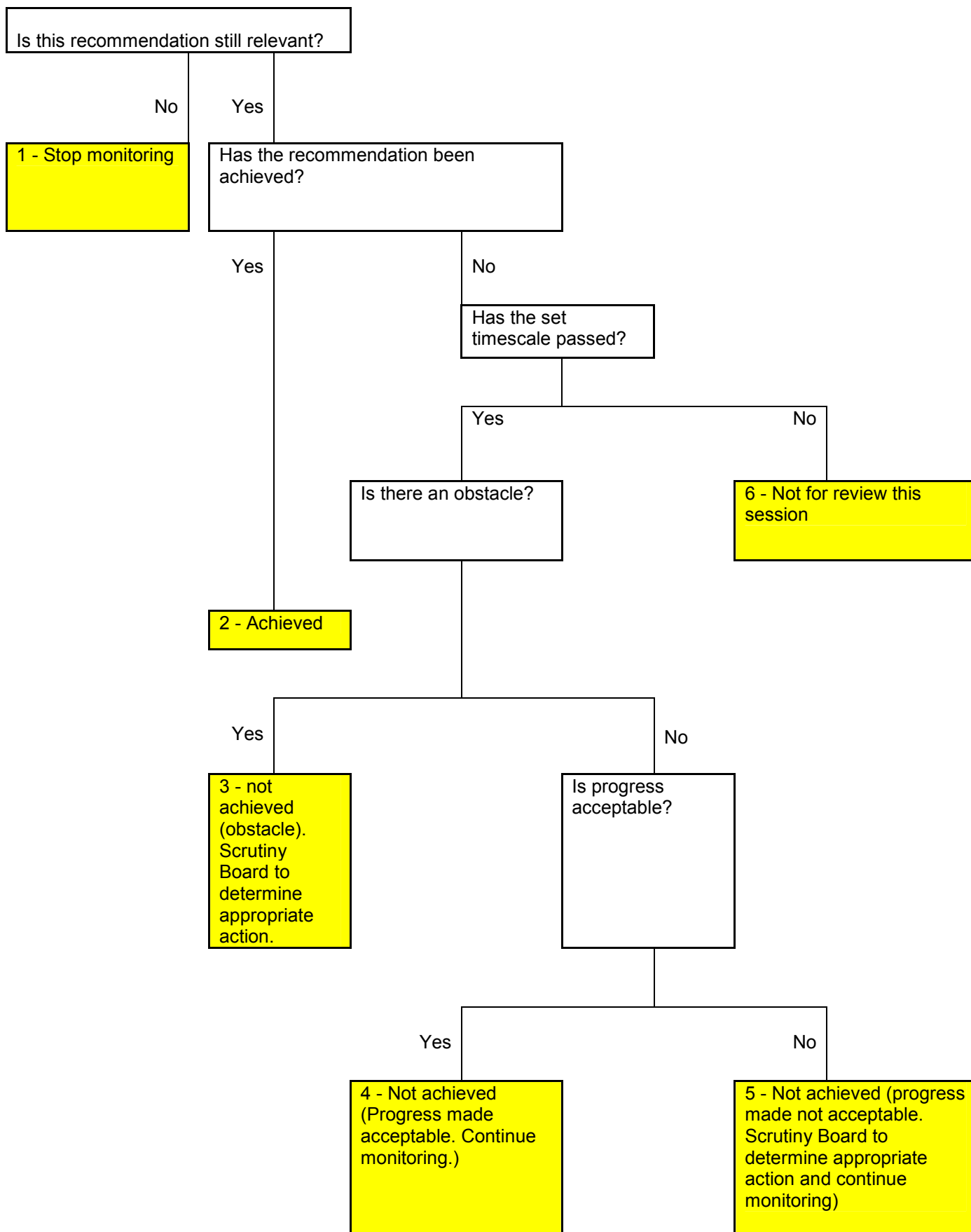
7.1 Report of the Head of Scrutiny and Member Development to the Safer and Stronger Communities Scrutiny Board 'Dog Control Orders – Phase 2 Project – Scrutiny Comments'. 14th November 2011.

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

7.3 Report of the Head of Scrutiny and Member Development to the Safer and Stronger Communities Scrutiny Board 'Recommendation Tracking - Phase 2 Dog Control Orders'. 12th March 2012.

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.

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>Recommendation 5 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.</p>	<p>Position reported in March 2012:</p> <p>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>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</p>		

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	<p>stray.</p> <p>Current position:</p> <p>Between January and July 2012, 89 Fixed Penalty Notices (FPNs) have been issued for offences under Dog Control Orders. 73 of the offences were in relation to dogs on the Highway without a lead. 16 were for dog fouling offences.</p> <p>Of the 73 dogs on leads FPNs 30 have to date not been paid. Of the 16 dog fouling FPNs 3 have not been paid. We are pursuing legal action through the courts against these individuals. FPN action appears, by and large, to be having a deterrent effect with no repeat offenders have been observed. Any repeat offenders would be taken directly to court without an FPN being issued.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 6 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.</p>	<p>Position reported in March 2012:</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>Current position:</p> <p>All enforcement staff are now trained and actively undertaking dog control work on a regular basis. Of the 481 dog fouling related jobs</p>		

	<p>received between January and June this year 218 were dealt with by Locality enforcement staff rather than the dog wardens themselves (45%).</p> <p>We continue to work with the Police to encourage the reporting of dog fouling incidents by PCSOs. PCSOs in the Killingbeck division have now been given training in the legislation and this will also be rolled out to PCSOs in the Holbeck and Rothwell divisions in the next few months. Several reports of dog fouling have now been received from PCSOs and have been actioned by the service.</p> <p>We continue to work with Parks and Countryside and ALMOs for their staff to also gather intelligence or even enforce directly. The potential for enforcement activity / intelligence gathering within the wider Parks & Countryside workforce has been a particular recent focus with both service areas now reporting to the same Director.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Doc 11 Recommendation 7 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.</p>	<p>Position reported in March 2012:</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>Current position:</p> <p>We have continued with regular press articles about dog related issues which have been picked up within the local media. Examples include:</p>		

	<ul style="list-style-type: none"> • Yorkshire Evening Post (YEP) – 6th March 2012 – “Leeds dog owners are falling foul of the law on mess” • YEP on 19th March 2012 – “Consumer: Give a dog a home”; • YEP – 9th April 2012 – “Crackdown launched on irresponsible dog walkers in south Leeds town” • YEP – 8th May 2012 – “Warning as dog owner told to pay £2,100 over mess” <p>Over the summer months we are also undertaking free micro-chipping events in different locations where residents will also be given leaflets to advise on the Dog Control Orders.</p> <p>In addition to this we are planning local campaigns in priority areas as identified with Elected Members through the Locality Team’s Service Level Agreement process.</p> <p>All signage is not yet in place but is now progressing well following a delay in production of the signs themselves. The public and complainants in particular will be encouraged to place dog fouling signs in problem areas themselves, following advice given by the service.</p>	4 - Not achieved (Progress made acceptable. Continue monitoring.)	
<p>Recommendation 9 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.</p>	<p>Position reported in March 2012:</p> <p>A more detailed response was appended to the tracking report in March 2012, which concluded:</p> <p>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>		

<p>Such work should be undertaken as a matter of urgency, with an update report brought back to the Scrutiny Board by March 2012.</p>	<ul style="list-style-type: none"> • 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 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; • 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. <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> <p>Current position:</p> <p>In consideration of the position reported in March 2012, the Safer and Stronger Communities Scrutiny Board sought clarification of the legal advice provided to the DCO Project Board. The Scrutiny Board maintained that further action was needed as the council had a duty of care towards those school children that used these parks. The</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
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	<p>Scrutiny Board therefore agreed to continue monitoring this recommendation.</p> <p>In response to the Scrutiny Board's request, clarification of the legal advice provided to the DCO Project Board is attached for information (see appendix 3). The Legal Adviser to the DCO Project Board will also be attending the meeting of the Scrutiny Board to address any further queries.</p>		
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LEGAL ADVICE – DOG CONTROL ORDERS

This advice relates to Recommendation 9 of the Scrutiny Review Phase 2 Dog Control Orders.

Recommendation 9 reads:-

“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”.

Background Information

The history of Dog Control Orders in Leeds dates back to a Scrutiny Board inquiry in 2009. The inquiry was in relation to the enforcement of dog fouling and Recommendation 10 asked for the Director of Environment & Neighbourhoods to produce a dog control strategy for Leeds with a number of strands including the implications of having additional Dog control orders for Leeds.

The subsequent strategy, which was considered and approved by scrutiny, states in relation to Dog Control Orders “It is important that, before considering implementing any of the Orders, appropriate consultation is undertaken. The Council will take into account whether any Dog Controls Order suit the needs of the community and are proportionate, fair and enforceable”.

Under the heading of “Dogs on Leads Order” the strategy goes on to say that such an order can apply to the whole of Leeds or specific areas and that the application of such an order to the public highway could assist reducing the number of stray dogs in the city and make sure that dogs don’t run unexpectedly into a road causing traffic accidents and injuring the dog.

A Project Board was subsequently set up and oversaw the implementation of further Dog Control Orders including exclusion areas, dogs on leads by direction and latterly a dogs on leads at all times order. This order requires dogs to be on a lead at all time on specified land. The specified land comprises carriageways and adjacent footpaths and grass verges within the Leeds District and certain other land detailed in the appendix such as cemeteries and crematoria.

The issue raised under recommendation 9 relates to land within a public park which is not covered by the Dogs on Leads at All Times Order. Such land is used by local schools which have no separate green space provision.

Such land is sometimes used under a formal agreement between the school and the Parks and Countryside Service and sometimes on an informal and ad hoc basis. Where schools have their own green space provision they were able to opt in during the Dog Control Order consultation to have a Dog Exclusion Order preventing dogs from being on the land at all.

Where the schools make use of open green space in parks this option was not given to them and therefore it could be seen that they have been disadvantaged compared to schools with green space provision.

The Scrutiny Board expressed a strong view that such land should be subject to a Dogs on Leads at All Times Order on the basis that better control on such land would help to reduce dog nuisance and fouling potential and support stronger enforcement.

Where the schools have a formal agreement with Parks and Countryside to use parks and playing pitches in lieu of on site green space, the agreement should describe the hours and scope of usage. Throughout Leeds where parks are used under such formal agreements the proportion of time dedicated to school use compared to the primary purpose of the park for public recreation has been calculated and is relatively small.

All schools head teachers have been asked whether they wanted a Dogs on Leads at All Time Order in parks where they used the space for recreation. No school responded asking for a restriction to be put in place.

The guidance given to councils by DEFRA 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.”

Advice

The Council needs to balance the needs of the children using the area against the need for responsible dog owners to have space to exercise their dogs appropriately there would need to be strong evidence of a problem caused by dogs who were off leads in that particular location. Parks and Countryside have checked their records of complaints and to date we have no evidence that there is a greater problem caused by dogs not on leads in such parks.

Because the Council already has an Order that relates to dog fouling across the whole of Leeds the evidence required would need to show a problem caused by dogs being off their lead rather than a problem of dogs fouling in general. That evidence would need to be significant in order to outweigh the need for responsible dog owners to have space to exercise their pets.

It might be possible to argue that where children play on a park at weekends in addition to school use during the week that there is a greater need for control and that the proportion of time for which the park is used for the recreation of children would justify an order. The problem with that approach is it is impossible to delineate which areas of the park that applies to and it is impossible to put in place the appropriate signage. Without the appropriate signage the ability to enforce the orders effectively is significantly diminished. The benefit of any doubt is given to the person against whom the offence is alleged.

Whilst an Order could be put in place that restricted dogs at the times when the school/sports club was using the park there are still significant difficulties with this. The

offence committed is that a person cannot 'knowingly' 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.

Any change to the Dog Control Orders currently in place would require the Orders to be re-made and would therefore require public consultation. The justification for the original order (as set out in the strategy and public consultation) was to assist in reducing the number of stray dogs in the city and make sure that dogs don't run unexpectedly into a road causing traffic accidents and injuring the dog. We would therefore need to amend the strategy and consult on a different basis. If we justify such orders as being to assist in dealing with problems of dog fouling then we would need to consider whether that justification also applies to parks used by sports clubs etc.

We should also consider whether it is appropriate at this time to use our resources to change the existing Orders when the benefit of doing so is not clear. We did intend to review the orders every 12 months although that was more in relation to changing the schedules of land than changing the justification for the Orders. I would now be recommending that we hold off on such a review in any case. In May 2012 the government published a White Paper 'More effective responses to anti-social behaviour'. That paper is to be followed by a draft bill and legislation in the next Parliamentary Session. The proposals include replacing Dog Control Orders with Community Protection Orders. At this stage it is not clear whether the existing Orders will remain in force, change over under some transitional provisions to the new Orders or will need to be made again from scratch under the new arrangements. I would suggest we hold off any review until the draft bill which will help us to answer that question.

GILL MARSHALL
LEGAL SERVICES

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Report of the Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 30th July 2012

Subject: Overview of the Parks and Countryside Service

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 At its meeting in June 2012, the Safer and Stronger Communities Scrutiny Board noted that the portfolio responsibility for Parks and Countryside had transferred to the Executive Board Member for Environment and that a planned move of the Parks and Countryside Service to the Environment and Neighbourhoods directorate would follow.
- 1.2 It was reported at full Council on 11th July 2012 that amendments to the Officer Delegation Scheme (Executive Functions) had been made by the Leader with immediate effect. As a result, Parks and Countryside has now moved to Environment and Neighbourhoods.
- 1.3 As well as the focus on partnership scrutiny, Scrutiny Boards have and will continue to challenge service directorates. The Scrutiny Boards' terms of reference are therefore determined by reference to Directors' delegations. Terms of reference for the Safer and Stronger Communities Scrutiny Board will now be revised to reflect this recent amendment to the Officer Delegation Scheme.
- 1.4 The Chair has therefore requested a verbal presentation at today's meeting to provide Board Members with an overview of the Parks and Countryside Service.

2 Recommendations

- 2.1 Members are asked to note the information contained within this report.

3 Background documents¹

3.1 None

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.

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 30th July 2012

Subject: Inquiry into Fuel Poverty – Formal response to the Scrutiny Board’s recommendations

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. Last year, the Safer and Stronger Communities Scrutiny Board undertook an in-depth inquiry into Fuel Poverty. In April 2012, the Board published a report setting out its findings and recommendations following this inquiry.
2. It is the normal practice to request a formal response from the relevant Directorate(s) to the Board’s recommendations once a report has been published. Details of the formal response to the Board’s recommendations are set out within this report for the Board’s consideration.

Recommendations

3. Members are asked to consider the formal response to the recommendations arising from the fuel poverty inquiry and decide whether any further scrutiny involvement is required at this stage.

1.0 Purpose of this report

- 1.1 Last year, the Safer and Stronger Communities Scrutiny Board undertook an inquiry into Fuel Poverty. In April 2012, the Board produced a report setting out its findings and recommendations following its inquiry. This report is attached for information.
- 1.2 It is the normal practice to request a formal response from the relevant Directorate(s) to the Board's recommendations once a report has been published. This report presents the formal response to the Fuel Poverty Inquiry recommendations for the Board's consideration.

2.0 Background information

- 2.1 Recognising that fuel poverty impacts on individuals, the community and public services in many different ways, the Safer and Stronger Communities Scrutiny Board agreed to undertake an inquiry to make an assessment of and, where appropriate, make recommendations on the following areas:
- The social, health, economic and environmental impacts of fuel poverty.
 - The scale of fuel poverty in Leeds and those most at risk.
 - National and local policy drivers aimed at tackling fuel poverty and achieving affordable warmth.
 - The current commitment of relevant stakeholders within public services, the private sector and community organisations in tackling fuel poverty in the short, medium and long-term.
 - Identification of existing partnerships, plans and strategies where fuel poverty is not currently explicitly identified as an issue but is implicitly affected by actions taken or not taken.
 - Referral networks and existing services aimed at tackling fuel poverty in Leeds.
 - The relationship between the industry and energy regulator and how Local Authorities can influence the scale, frequency and targeting of price increases.
- 2.2 This inquiry led the Scrutiny Board to make 20 recommendations in total, which seek to raise the profile of fuel poverty and encourage the Council and its partners to work more collaboratively to achieve greater efficiencies and better outcomes for those at risk of fuel poverty.

3.0 Main issues

- 3.1 It is the normal practice to request a formal response from the relevant Directorate(s) to the Board's recommendations once a report has been published. This response includes the views of the relevant Directorate on the recommendations, action and timescales in responding to the recommendations or the reasons for not agreeing with the recommendations. The formal responses to the Board's recommendations are set out below.

Response of the Director of Public Health

- 3.2 The Director of Public Health has been identified as the Lead Director on a number of the recommendations arising from the Fuel Poverty inquiry. A summary of the

formal response provided by the Director of Public Health is attached to this report for Members' consideration (see appendix 2).

Response of the Director of Environment and Neighbourhoods

- 3.3 The Director of Environment and Neighbourhoods is also identified as Lead Director on a number of the recommendations arising from the Fuel Poverty inquiry. A summary of the formal response provided by the Director of Environment and Neighbourhoods is also attached to this report for Members' consideration (see appendix 3).

Response of the Head of Partnerships

- 3.4 Recommendation 6 within the Scrutiny inquiry report states as follows:

Recommendation 6

That the Leeds Initiative Board integrates the Leeds Affordable Warmth Partnership into the formal Health and Wellbeing Board, reporting directly into the Health Improvement Board, to assist in attracting and retaining future commitment of key partners and enable a more transparent process of monitoring the delivery of the Leeds Affordable Warmth Strategy and accompanying action plan.

- 3.5 The following response has been provided by the Head of Partnerships:

The recommendation will be formally drawn to the attention of the Leeds Initiative Board at the meeting scheduled for 7th September. Practical arrangements for reporting progress of the Leeds Affordable Warmth strategy and action plan to the Health Improvement Board will be put into place. The contribution of this strategy to the delivery of all city priorities will be considered by all relevant partnerships.

Response of the Chair of the Member Development Working Group

- 3.6 Recommendation 7 within the Scrutiny inquiry report states as follows:

Recommendation 7

That the Chair of the Member Development Working Group ensures that fuel poverty is included in the development of the public health role of Elected Members through the Member Development Programme and Induction programme in preparation for the new system being operational from April 2013.

- 3.7 The following response has been provided by the Chair of the Member Development Working Group:

The Member Development Working Group met on 20th June and welcomed the recommendation. At the meeting we discussed the draft events programme for Autumn 2012 and agreed that training for Members on fuel poverty should form part of the 'Healthy Leeds' series. ('Healthy Leeds' is an on-going programme supported by the Executive Member for Health and Well-being, which aims to develop the

public health role of Members as well as informing them about changes to the health landscape).

The Working Group will progress this event with the Executive Member for Health and Well-being and the relevant officers, with the aim of running an initial event on Fuel Poverty by end of October 2012.

Response of the Assistant Chief Executive (Customer Access and Performance)

3.8 Recommendation 8 within the Scrutiny inquiry report states as follows:

Recommendation 8

(i) That Area Committees nominate a Fuel Poverty Champion to drive forward local action in addressing fuel poverty problems associated with their particular areas.

(ii) That the Area Committee Fuel Poverty Champions liaise with their respective Locality Health and Wellbeing Managers to agree the appointment of one Fuel Poverty Champion from each of the 3 localities onto the Leeds Affordable Warmth Partnership.

3.9 The Assistant Chief Executive (Customer Access and Performance) is leading on this recommendation and has provided the following formal response:

Recommendation 8

- (i) During discussions at the Area Chairs Forum meeting on 13th July it was agreed that the issue of fuel poverty is a major concern for Area Committees and that local action needs to be determined to tackle particular problems at a local level. A review of Area working commenced in June which will look at the role of Area Committees and will include a review of how Area Committees can be enabled to provide a local influence over a range of issues and services. This review will cover the role of Area Committee sub-boards and champions in order to make effective use of members time and influence, and to ensure that robust links are created with officers in council services and partner organisations to enable the roles of champions to be productive and influential. It was therefore agreed that the Area Committee's role in influencing the fuel poverty agenda be included in the review of Area Working, and that appropriate responsibility for an Area Committee champion or sub board would be included in the recommendations of the review.
- (ii) One aspect covered in the Area Working review will be the links between Area Committees, Area Support Teams and Area Leadership Teams with the various Partnerships in Leeds. Consultations will take place with a wide range of stakeholders, including Locality Health and Wellbeing Managers and Partnership Boards. It has been agreed that effective links and representation for Area Committees on the Leeds Affordable Warmth Partnership will be included in the review.

Response from Ofgem

- 3.10 During the Board's inquiry, a key issue raised was around ensuring that lower income households also received support in finding the most appropriate energy tariff to help reduce the cost of energy.
- 3.11 Whilst acknowledging the commitment made by Ofgem to take action aimed at making it much easier for consumers to identify who is offering the cheapest tariff, the Scrutiny Board was concerned that such action has not yet been taken. It was therefore agreed that the Chair of the Safer and Stronger Communities Scrutiny Board would write to Ofgem setting out the Board's concerns.
- 3.12 A copy of the letter sent by the Chair of the Scrutiny Board to Ofgem is attached as appendix 4(a). The response provided by Ofgem is also attached as appendix 4(b) and 4(c) for the Board's information.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The formal responses set out within this report include the views of the relevant Directorate(s) in consultation with the relevant Executive Board Member.
- 4.1.2 Where other internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of this will be referenced against the relevant recommendations.

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 has been referenced against the relevant recommendation. As part of the formal recommendation tracking process, the Scrutiny Board will continue to ensure that due regard has been given to the impact upon equality areas where appropriate.

4.3 Council Policies and City Priorities

- 4.3.1 The scrutiny recommendations are complementary to the priorities of the Affordable Warmth Strategy (2007-2016), City Priority Partnership Plan for Health and Wellbeing and Public Health Outcomes Framework.

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.

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 report has no risk management implications.

5.0 Conclusions

- 5.1 In April 2012, the Safer and Stronger Communities Scrutiny Board published a report setting out its findings and recommendations following its inquiry into Fuel Poverty. The purpose of this report is to present the formal response to the Fuel Poverty inquiry recommendations for the Board's consideration.
- 5.2 Any recommendations which have not yet been completed will be included in future recommendation tracking reports to enable the Board to continue monitoring progress.

6.0 Recommendations

- 6.1 Members are asked to consider the formal response to the recommendations arising from the fuel poverty inquiry and decide whether any further scrutiny involvement is required at this stage.

7.0 Background papers¹

- 7.1 Report of the Director of Public Health and Director of Adult Social Services to the Executive Board – Directors Response to Report by Scrutiny Board (Safer and Stronger Communities) on Fuel Poverty. 20th June 2012.

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.

Scrutiny Inquiry Report

Fuel Poverty

Scrutiny Board (Safer and Stronger
Communities)

April 2012



Glossary of abbreviations

- ALMO** - Arms Length Management Organisation: Council housing in Leeds is managed locally by three ALMOs.
- CAB** - Citizens Advice Bureau.
- CCGs** - Clinical Commissioning Groups: groups of GPs working together (in the form of consortia) to take charge of budgets and directly commission services for their patients. In April 2013, CCGs will formally replace the commissioning functions currently undertaken by NHS Leeds.
- CERT** - Carbon Emissions Reduction Target: requires all domestic energy suppliers with a customer base in excess of 250,000 customers to make savings in the amount of CO₂ emitted by householders by promoting the uptake of low carbon energy solutions to household energy consumers.
- CESP** - Community Energy Saving Programme: this programme targets households across Great Britain, in areas of low income, to improve energy efficiency standards and reduce fuel bills.
- DECC** - The Department of Energy and Climate Change: Government department responsible for driving action on climate change and energy efficiency.
- DWP** - Department for Work and Pensions: Government department responsible for welfare and pension policy.
- ECO** - Energy Company Obligation: linked to the Government's new Green Deal initiative, some energy companies will be legally obliged to provide extra financial support to make sure that hard to treat homes and lowest income and vulnerable households can benefit from energy efficiency measures.
- EPC** - Energy Performance Certificate: contains information on a home's energy use and typical energy costs and provides an energy efficiency rating ranging from band G (low) to band A (high).
- ERA** - Energy Retail Association: the trade association for the main six energy suppliers in Great Britain.
- HECA** - Home Energy Conservation Act 1995.
- NHS** - National Health Service.
- SAP** - Standard Assessment Procedure: the Government's approved mechanism for calculating a home's typical annual energy costs for space and water heating as well as lighting. The SAP rating scale runs from 1 to 100, where lower SAP values represent properties with low energy efficiency and higher running costs, and higher SAP values represent properties with lower running costs and higher energy efficiency.
- WHECA** - Warm Homes and Energy Conservation Act 2000.



Introduction and Scope

Introduction

1. In 2009, the number of fuel poor households in the UK was estimated at around 5.5 million, a rise of around 1 million when compared to 2008, and representing approximately 21% of all UK households.
2. Fuel poverty impacts on individuals, the community and public services in many different ways. This inquiry set out to reveal the real social, health, economic and environmental impacts of fuel poverty.
3. The solution to fuel poverty is to provide households with affordable warmth. However, this may require action on a number of fronts not least by improving the energy efficiency of homes and appliances but also, amongst other things, action to increase incomes, providing access to cheaper fuel and tariff options, money management and debt advice as well as energy advice to effect behavioural change and bring about a reduction in energy consumption.
4. Local Authorities are directly responsible as service providers for the delivery of a range of public services that can impact on fuel poverty. However, we recognise that the Council also has a role as community leader to champion affordable warmth and move action to tackle fuel poverty up the agenda of a wide range of other stakeholders and partners in the public, private and community sectors.
5. Within the current financial climate, there is also greater emphasis on ensuring that existing resources are being targeted effectively to those in greater need of support. More clarity about particular vulnerable groups, existing funding

mechanisms and service delivery is therefore essential.

6. Key national policy drivers within the housing and health agendas were also taken into consideration as part of this inquiry. In particular, the introduction of the 'Green Deal', the Energy Company Obligation, the Warm Home Discount scheme and proposals within the Health and Social Care Bill 2011 to transfer responsibility for public health and health improvement to Local Authorities.
7. In March 2011, the Government also commissioned an independent review by Professor John Hills of the fuel poverty target and definition. The main objective of this review was to focus the Government's resources where they will be most effective in tackling the problems underlying fuel poverty. The timing of this national review enabled the findings to be considered as part of this Scrutiny inquiry and therefore references to such findings are made within this report.

Scope of the Inquiry

8. The purpose of the inquiry was to make an assessment of and, where appropriate, make recommendations on the following areas:
 - The social, health, economic and environmental impacts of fuel poverty.
 - The scale of fuel poverty in Leeds and those most at risk.
 - National and local policy drivers aimed at tackling fuel poverty and achieving affordable warmth.
 - The current commitment of relevant stakeholders within public services,



Introduction and Scope

the private sector and community organisations in tackling fuel poverty in the short, medium and long-term.

- Identification of existing partnerships, plans and strategies where fuel poverty is not currently explicitly identified as an issue but is implicitly affected by actions taken or not taken.
- Referral networks and existing services aimed at tackling fuel poverty in Leeds.
- The relationship between the industry and energy regulator and how Local Authorities can influence the scale, frequency and targeting of price increases.

9. We welcomed the contribution of a wide range of local services and organisations to our inquiry, which again reinforces the complexity and wider impact of fuel poverty across the city. We also welcomed the contribution of the Yorkshire Energy Services and the Energy Retail Association (ERA). The ERA is the trade association for the main six energy suppliers in Great Britain. However, we learned that the ERA will be merging with other trade associations in the energy field (UK Business Council for Sustainable Energy and the Association of Electricity Producers) to become one body that represents the energy suppliers and producers in the UK. This may include smaller energy suppliers too.
10. The ERA's primary role is to represent its members' views when it comes to the creation of policy and therefore works in conjunction with key stakeholders and the Government to try and design the

most effective programmes to enable consumers to achieve affordable warmth. In moving forward, we hope that we can continue to maintain close working links with the ERA.



Conclusions and Recommendations

Recognising fuel poverty as a distinct problem

11. A key question often raised is whether fuel poverty is in fact a distinct problem, or simply a manifestation of more general problems of poverty. Whilst exploring this further during our own inquiry, we acknowledged that this was also a key element of the Hills Fuel Poverty Review commissioned by the Government.
12. Fuel poverty became the subject of legislation back in 2000 as part of the Warm Homes and Energy Conservation Act (WHECA), which states 'For the purpose of this Act, a person is to be regarded as living in fuel poverty if he is a member of a household living on a lower income in a home which cannot be kept warm at a reasonable cost'.
13. In order to fulfil its duties under the Act, the Government published its Fuel Poverty Strategy in November 2001. It is within this Strategy that the Government set targets for tackling fuel poverty based upon a widely accepted definition of a fuel poor household, which is 'one which needs to spend more than 10% of its income on all fuel use and to heat its home to an adequate standard of warmth. This is generally defined as 21 degrees centigrade in the living room and 18 degrees centigrade in the other occupied rooms – the temperatures recommended by the World Health Organisation'.
14. The definition adopted at that time had attracted some criticism as it was based upon gross income rather than disposable income (i.e. that left after paying housing costs). Interestingly we note that the Hills Review raises this same issue. Set out within his interim report, published in October 2011, Professor Hills highlighted that the arguments in the evidence presented to the review for looking at incomes after housing costs were persuasive and therefore had been used when exploring how the current definition could be improved upon. Within his final report, Professor Hills maintained this view and made a specific recommendation to Government to take this into account.
15. However, a key feature of the current definition is that it does focus on what people 'need' to spend rather than what they actually spend on heating, recognising that this might reflect very low costs for those who are living at low temperatures or very high costs for those who are wasteful in their use of energy. This is very significant as we recognise that householder behaviour can also be a key determining factor in relation to fuel poverty. The Hills Review also agrees that this element of the current definition should be preserved if it was to be modified or supplemented in any way.
16. Whilst the income of a household is clearly a key determining factor, we acknowledge that fuel poverty differs from general poverty as it is intrinsically linked to other factors too, the most obvious ones being the energy efficiency of the property (and therefore, the energy required to heat and power the home), and the cost of energy. In view of this, households with otherwise similar incomes can be spending differing amounts to achieve affordable warmth due to variances in property types and fuel markets.



Conclusions and Recommendations

17. In measuring the energy efficiency of a dwelling, we note that the Standard Assessment Procedure (SAP) is the Government's approved mechanism as it calculates a home's typical annual energy costs for space and water heating as well as lighting. The SAP rating scale runs from 1 to 100, where lower SAP values represent properties with low energy efficiency and higher running costs, and higher SAP values represent properties with lower running costs and higher energy efficiency.
18. Energy Performance Certificate (EPC) bands are also based on the SAP ratings and run from G (low) to A (high). We understand that current building regulations require a SAP rating of between 65 and 81 as a base-line (a band D Energy Performance Certificate represents a SAP rating of 55-68).
19. It is recognised that another advantage of the current definition is that it is based on a combination of people's incomes, energy requirements and energy costs and so is sensitive to some degree to all three. However, a key criticism made by Professor Hills is that the current definition does not measure the depth of the fuel poverty problem. Just as the extent to which people's incomes fall short of a poverty line to give a 'poverty gap' indicator of the depth of poverty, so the extent to which their required costs exceed a reasonable level will give an indicator of the depth of fuel poverty, what has been termed the 'fuel poverty gap'.
20. According to Professor Hills, fuel poverty is of major concern from three different, but related, perspectives: poverty and its reduction; health and wellbeing; and climate change and the reduction of carbon emissions. The Hills Review therefore concludes that fuel poverty is indeed a distinct and serious problem in view of the differing causes, impacts and solutions relating to fuel poverty. In light of the evidence presented during our own inquiry, we also share this view.
21. We have already acknowledged that the Hills Review illustrates the difficulty in trying to find a single definition of fuel poverty that will capture all the issues. However, it does conclude that without an appropriate definition, trends and targeting cannot be easily measured.
22. During our inquiry we recognised that the use of a definition alone proves very difficult to calculate on the doorstep, which is why proxy indicators are also used. Professor Hills explains that by looking at which households are affected by a combination of energy inefficiency and low incomes, this better reflects the spirit of WHECA and what many regard as the core issues underlying fuel poverty. In view of this, we find that proxy indicators generally reflect a combination of low income and poor energy efficiency.
23. Within its Annual Report on Fuel Poverty Statistics 2011, the Department of Energy and Climate Change (DECC) attempts to quantify the reasons why households in England during 2009 were in fuel poverty in terms of high fuel bills, low income, poor energy efficiency of the dwelling or any combination of

Who are at risk of being fuel poor?

National context



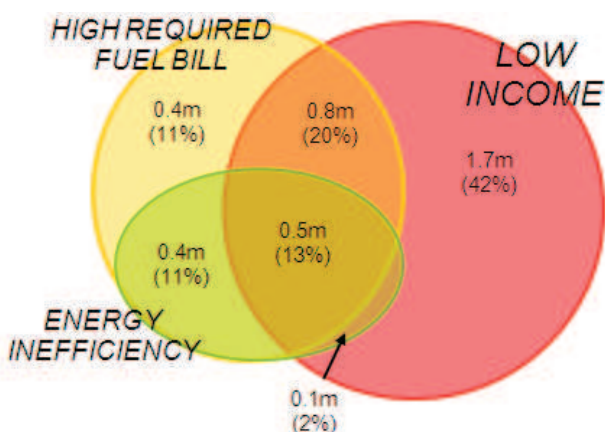
Conclusions and Recommendations

these. This is illustrated within the Venn diagram below. The thresholds used by DECC were as follows:

- **High required energy bill:** Households with a modelled annual fuel bill greater than the mean of all modelled fuel bills, which was approximately £1,340 in 2009. Around 41% of all households in England in 2009 fell into this category.
- **Low income:** Households with an income level below ten times the average modelled fuel bill (as above), which broadly translates as the two lowest income decile groups. Approximately 23% of all households in England in 2009 fell into this category.
- **Energy inefficient dwelling:** Households that have a SAP rating below 35. Approximately 10% of all households in England in 2009 fell into this category.

24. DECC acknowledges that whilst the above thresholds are subjective, they have been used to provide a way of determining the importance of the key determinants of fuel poverty.

Number and proportion of fuel poor households by category (Source: DECC Annual Report on Fuel Poverty Statistics 2011)



25. In conclusion, DECC reports that over half of all fuel poor households have a high required spend on energy, around three-quarters have a low income and around a quarter have an energy inefficient dwelling. Approximately 13% of fuel poor households fall into all three categories simultaneously, that is they have inefficient dwellings, high energy bills and a low income. Modelled fuel bills and SAP ratings are naturally not independent of one another and therefore the large overlap between these two categories is not unexpected. However, we note that even if a household faces one or more of these problems, it is not necessarily fuel poor, reinforcing the complexity of this issue.

26. In 2009, national statistics showed that around 4.5 million vulnerable households in the UK were fuel poor, an increase from around 3.75 million the previous year. In England, over 70% of households are classified as vulnerable. However, as part of our inquiry, we discussed how a householder is defined as being vulnerable. We learned that the ERA had agreed with its members a common definition of vulnerable to assist companies in identifying vulnerable customers, referred to as the 'Safety Net'. This states that 'a customer is vulnerable if for reasons of age, health, disability or severe financial insecurity, they are unable to safeguard their personal welfare or the personal welfare of other members of their household'.

27. Such companies have promised to never knowingly disconnect a vulnerable customer at any time of year. There are processes in place to ensure that this commitment is met; suppliers take all reasonable steps to ascertain whether a



Conclusions and Recommendations

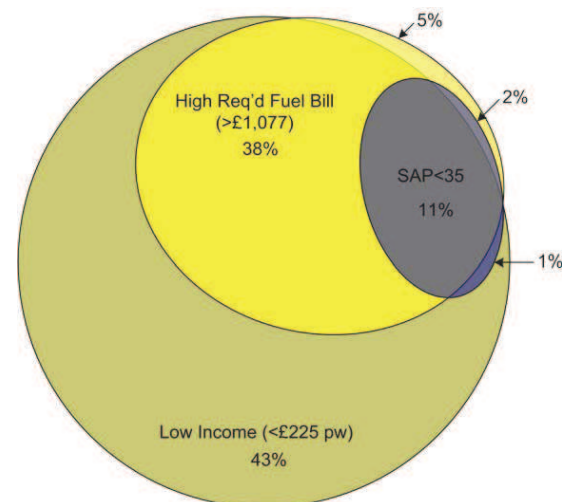
customer is vulnerable to ensure they are meeting this commitment. A new clause under this Safety Net states that anyone disconnected in error will receive compensation on a voluntary basis and will be reconnected as a matter of priority.

Leeds context

28. For several years, the Council has collected data on fuel poverty and energy efficiency under the auspices of the Home Energy Conservation Act (HECA). This included information from partner organisations regarding energy efficiency measures installed, as well as an annual HECA survey of non-public sector tenure residents across the city. This survey included questions on household income, energy efficiency measures installed and perceptual fuel poverty questions. It was highlighted that the findings of the 2009 fuel poverty private sector survey data suggests, that for the private sector, the 2009 baseline for fuel poverty is at or around 22% of all households and 18% of vulnerable households (those which include pensioners, the long term ill, the disabled and households with children).
29. We note that fuel Poverty is not currently logged for social housing but it is estimated to be at or lower than private sector fuel poverty, due to the high level of energy efficiency housing investment taking place by social landlords. We note that between 2003 and 2011, just under £1 billion of investment has been made in the existing ALMO managed stock. Works have been undertaken to ensure that this stock meets the decency standards, which includes an element of thermal comfort as part of this programme. As of December 2010,

the average SAP rating in this stock was 69.9. Currently 97% of the stock has achieved this standard and programmes are in place to bring the remaining stock up to the decency standard.

30. For the 2009 HECA survey, the Council performed an in-depth analysis of these results to try and identify the type of households who were most likely to be fuel poor. The findings are summarised below.
31. In line with the DECC analysis, it has been recognised locally that the most obvious issue affecting fuel poverty is the interplay between household income, household SAP rating and household fuel bills. This is demonstrated within the Venn diagram below.



Fuel Poverty split amongst Key Determinants.
Low Income (<£225 pw) = 93%
High Required Fuel Bill = 56%
(i.e. > Average value of £1,077)
SAP < 35 = 14%



Conclusions and Recommendations

32. The analysis of the split between these key fuel poverty determinants for Leeds suggests that 93% of fuel poor households are low income (less than £225 per week - £11,700 per year). Similarly, the vast majority of SAP <35 properties had high required fuel bills whilst the vast majority of households with high required fuel bills had low incomes. These findings suggest that trying to concentrate on assisting households in low SAP properties alone will not be enough to tackle fuel poverty and policies which assist low income households in more energy efficient properties are also important to deal comprehensively with fuel poverty.
33. In theory, a householder spending 10% of their income on fuel could be somebody with a reasonable sized income, who chooses to run a large house with a high consumption of energy, who would not suffer from related problems such as ill health, yet the concept of fuel poverty is supposed to identify this household. However, the fact that only 7% of Leeds residents calculated to be in fuel poverty were not low income householders, suggests that fuel poverty, as currently defined, is a reasonably accurate way of identifying householders who are most likely to be in need of assistance.
34. As with the national statistics, we also noted that single person households represent the largest proportion of the total fuel poor at 47.2% and with 27% being over 60 years of age, although the over 60's made up 51% of the fuel poor in total.
35. We also learned that there was a high correlation between the incidence of fuel poverty and the age and physical fabric of the properties, with fuel poverty tending to decrease with construction age. This will undoubtedly be caused in part by the hard to treat nature of older properties, but will also reflect the large number of hard to treat properties in inner city areas as well as the large number of lower income households who tend to reside there.
36. Another interesting outcome revealed is the relatively high level of fuel poverty in bungalow properties, particularly as these tend to have been built since 1930 and so would normally be suitable for lower cost efficiency measures such as cavity wall and loft insulation. This could be due to their popularity with pensioner households who are more likely to be on fixed incomes and susceptible to fuel poverty, which suggests that the income and circumstances of the householder are the main determining factors of fuel poverty. Bungalows also have a much larger 'footprint' and therefore higher heat loss from their roofs and floors.
37. Another more contradictory point to note is the relatively low proportion of fuel poor living in tower blocks and purpose built flats. We appreciate that this could be due to the smaller average size of such properties leading to lower heating costs, or could also reflect the fact that in the private sector such buildings tend to be of a more modern construction and better insulated. We could reasonably expect there to be a higher proportion of both low income and single person households in these properties, so it does suggest that improving the thermal efficiency of dwellings can have a very significant impact on reducing fuel poverty. It may also suggest that higher fuel poverty in some of the other construction types may be influenced by



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under-occupancy, something which might help to explain high fuel poverty in single person households.

38. As well as the effect of the build of house illustrated earlier, obsolete heating systems and expensive types of fuel are also heavily linked to the incidence of fuel poverty, with 46% of fuel poverty households using room heaters. The large proportion of households with room heaters in fuel poverty could reflect the fact that higher income households tend to have more up to date forms of heating/whole house heating. The high level of fuel poverty for properties without gas or off-peak electricity suggests a very strong link between the two since in Leeds such properties will include modern flats with on-peak electric heating and rural properties with oil and LPG heating, many of which would be expected to contain higher income households. It should, however, also be noted that there are still many properties in Leeds occupied by lower income households who will have obsolete heating systems such as underfloor electric, individual gas fires and plug in electric heating.
39. Such figures imply quite strongly that schemes and initiatives aimed at replacing obsolete and costly to run heating systems are worthwhile and effective for that subset of fuel poor households who have them, even though these are a limited proportion of the total fuel poor overall. This is particularly true when considering the strength of the relationship between fuel poverty and the SAP banding of the property since the installation of an efficient heating system tends to be one of the most effective measures at raising the SAP rating of an older property.

Acknowledging fuel poverty as a major public health problem

40. There is now an abundance of literature setting out the potential effects of fuel poverty, reinforcing the argument that this is a distinct and serious problem both nationally and locally. During our inquiry, particular attention was given to the potential impacts of fuel poverty in relation to the health and wellbeing of individuals.
41. The Marmot Review in particular explored the health impacts of cold homes and fuel poverty. Within its report, published May 2011, the Marmot Team makes the case for aligning the environmental and health agendas in view of the evidence presented on the health benefits of reducing fuel poverty and improving the thermal efficiency of the existing housing stock. Briefly, the key findings of this review were:
 - That there is a strong relationship between cold temperatures, cardiovascular and respiratory diseases, which has been associated with fuel poverty and cold housing.
 - Children living in cold homes are more than twice as likely to suffer from a variety of respiratory problems than children living in warm homes.
 - Mental health is negatively affected by fuel poverty and cold housing for any age group.
 - More than 1 in 4 adolescents living in cold housing are at risk of multiple mental health problems.
42. The Hills Review also focused on the health and social effects of living at low



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temperatures. Briefly, the key findings set out within the review interim report, published October 2011, were:

- That the UK has a higher rate of excess winter deaths than other countries with colder climates.
 - There is a link between low temperatures and poor mental health, with individuals more likely to be stressed and subject to common mental disorders.
 - That social isolation amongst adults is associated with cold homes.
 - That people with hard to treat properties may trade off other necessities to keep warm, at the most dramatic facing a choice of 'heat or eat'.
43. The Marmot Review also highlighted that there was a statistically significant excess winter death mortality seen with the age of a property (28.8% in properties built before 1850 compared to 15% in properties built after 1980) and with poor thermal efficiency ratings, where a gradient can be seen with SAP rating. It also reports a strong association between excess winter deaths and lower indoor temperatures, with residents of the 25% coldest homes having around 20% greater risk than those in the warmest.
44. Put into context more locally, we noted that the Sheffield Hallam University report 'Better Housing, Better Health in Leeds' (May 2011) had highlighted that of the 81,000 private sector dwellings classified as non-decent by the Leeds Stock Condition Survey, an estimated 51,400 failed the thermal comfort standard. The Stock Condition Survey thereby recommended an improvement programme costing £74 million to remedy thermal comfort failures. The report also stated that the recommended programme to improve energy efficiency would reduce the hazard of excess cold and thereby reduce the incidence of heart disease, respiratory infections, bronchitis and strokes. It also highlighted that up to 104 excess winter deaths could be prevented annually, with up to 1560 over the estimated 15 years life of the energy efficiency measures.
45. As part of the survey for the 2009 HECA Report, we learned that Leeds' residents were asked whether they felt that their or their families' health was affected by the cold, and of the households surveyed 8% said that they were affected. Although householders who said that their health was affected by the cold were concentrated in the lower SAP bands (over 40% in band G and 30% in band F), it should be noted that over 15% of householders in bands D and C also agreed with this statement.
46. Householders were also asked whether they felt that they could heat their home to a high enough temperature. Again, as expected, a large proportion of those saying that they did have difficulty were in bands G and F (35% and 26% respectively) although there were also a small proportion of band D and C households who also felt that this was the case (9% and 7% respectively).
47. Interestingly, data from NHS Leeds concerning the prevalence of cold related illness during the 2005-2007 period also indicated a strong correlation with those areas of hard to treat housing, which suggests that by aiming heating and insulation measures towards these, this could make a strong



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positive impact on the health and wellbeing of those householders.

48. We also note that within the Chief Medical Officer Report (2009) it states that *'the annual cost to the NHS of treating winter-related disease due to cold private housing is £859 million. This does not include additional spending by social services, or economic losses through missed work. The total costs to the NHS and the country are unknown. A recent study showed that investing £1 in keeping homes warm saved the NHS 42 pence in health costs.'*
49. In view of such strong evidence, it is clear that fuel poverty is a major public health priority in terms of tackling health inequalities and improving the wider determinants of health. We are therefore pleased to note that this has also been recognised by the Government as it moves towards a new integrated and professional public health system as part of the Health and Social Care Bill 2011.

Driving forward the fuel poverty agenda as a key public health priority

50. The Government is creating a new, integrated and professional public health system designed to be more effective and to give clear accountability. This new system will embody localism, with new responsibilities and resources for Local Government within a broad policy framework set by the Government, to improve the health and wellbeing of their populations. The Health and Social Care
- Bill, which is still passing through Parliament, includes the provisions establishing the basic legal framework of this new system.
51. As part of this new system, the NHS will remain critical to protecting and improving the population's health. It will be charged with delivering some public health services and with promoting health through all its clinical activity, striving to use the millions of patient contacts that take place each day as opportunities to promote healthier living – making every contact count.
52. However, outside the clinical arena the key responsibility for improving the health of local populations, including reducing health inequalities, will rest with Local Authorities. As part of this, Local Authorities will set up statutory Health and Wellbeing Boards to drive local commissioning and integration of all health services, based upon local needs. It will be for Local Authorities, in partnership with their Health and Wellbeing Boards, to demonstrate improvements in public health outcomes. Directors of Public Health will be appointed to be the key health advisers for Local Authorities and to exercise these new functions on their behalf. In doing so, they will also be statutory members of Health and Wellbeing Boards.
53. As of April 2013, Local Authorities will commission public health services on their populations' behalf. We understand that £5.2bn will be spent on public health next year and from 2013-14 the public health budget allocated by the Government will be ring-fenced. Whilst there is further work to be undertaken before final allocations to



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Local Authorities are published, we understand that estimated allocations will be provided to enable local public health professionals to begin planning how to use resources to deliver the frontline services that matter the most.

54. We also noted that the new public health outcomes framework was published in January 2012. This sets out the desired outcomes for public health and how these will be measured. These outcomes will be delivered through improvements across a broad range of public health indicators grouped into four domains relating to the three pillars of public health: health protection; health improvement; healthcare public health (and preventing premature mortality); and improving the wider determinants of health.
55. We are very pleased to note that fuel poverty has been recognised as one of the key indicators in terms of improving the wider determinants of health, which focuses on the 'causes of the causes' of health inequalities. Another related indicator within this framework is around reducing excess winter deaths as part of the domain on healthcare public health and preventing premature mortality.
56. At the local level, Clinical Commissioning Groups will be full statutory members of local Health and Wellbeing Boards and subject to local accountability and scrutiny. Clinical Commissioning Groups will work alongside local partners on Health and Wellbeing Boards to agree Joint Health and Wellbeing Strategies based upon the needs of their local populations (identified through the Joint Strategic Needs Assessment process) and to reflect those strategies in their local commissioning plans.
57. Within Leeds, the Health and Wellbeing Board has been established in shadow form but will not take on its full statutory duties until April 2013. We understand that the Health and Wellbeing Board will be supported by 3 local health and wellbeing partnerships which will focus on joining up commissioning and provision at a local level.
58. However, the Health and Wellbeing Board is also recognised as one of the five strategic partnerships established to drive the delivery of the City Priority Plan 2011 to 2015. The Health and Wellbeing Strand of the City Priority Plan will focus on 4 Strategic Priorities over this period and provides a framework of actions across all partners aimed at achieving these priorities.
59. We are pleased to find that this Health and Wellbeing City Priority Plan already makes specific reference to addressing fuel poverty in line with making sure that people who are the poorest improve their health the fastest. Within the Plan there is a priority action relating to 'action on housing, transport and environment to improve health and wellbeing'. Linked to this, there is a specific action for 'improving health and wellbeing for the most vulnerable through improved housing and warmth'. This is to target low income households, people with existing physical and mental health conditions, learning disabilities, children and older people. The proposed milestones linked to this action are:
 - Identify and reduce households experiencing excess cold



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- Reduce fuel poverty and increasing income maximisation
 - Improve housing to reduce infant mortality and for families with complex needs.
60. In addition, we acknowledge that other Strategic Partnerships are also tasked with delivering on other related priorities and targets. This includes the Sustainable Economy and Culture Board to meet targets linked to improving the environment through reduced carbon emissions and also the Housing and Regeneration Board to meet targets linked to improving housing conditions and energy efficiency.
61. Whilst welcoming this broad range of partner involvement, we believe that the main driving force for tackling fuel poverty in Leeds should be linked to the development of the Health and Wellbeing Strategy for Leeds. We understand that this Strategy is still under development and not due to be approved by the Health and Wellbeing Board until October 2012.
62. Linked to this, we acknowledge that 2012/13 will be a crucial year in which further development of the public health outcomes framework will be a key feature of ongoing work by the Council and the Health and Wellbeing Board.
63. As part of this transition period, there is a lot of work to be undertaken in terms of providing real clarity of thinking about what the role of the NHS and other partners will be and how the different service areas across the Council will also work collectively in achieving the desired public health outcomes for the residents of Leeds. In working through potential operational models and the practicalities of this new system, we recommend that fuel poverty be used as a key public health topic area in which to demonstrate how these new arrangements are to work in practice in the future.
64. As mentioned earlier, Directors of Public Health will be appointed to be the key health advisers for Local Authorities and to exercise these new public health functions on their behalf. In anticipation of this, we would expect the Director of Public Health in Leeds to drive forward action now in tackling fuel poverty as a key public health priority for the city.
65. In recognition of the Council's current role as community leader, we also recommend that the Leader of the Council assists the Director of Public Health to champion affordable warmth and move action to tackle fuel poverty up the agenda of a wide range of other stakeholders and partners in the public, private and community sectors.
66. As we move towards the new public health system, we recognise the need to ensure that local trends in fuel poverty are monitored effectively to demonstrate how as a city we are progressing in tackling this problem of fuel poverty, as set out within the public health outcomes framework. As illustrated earlier within our report, current datasets are based on the last HECA survey conducted in 2009. As Local Authorities are no longer required to undertake HECA surveys, we learned that the Council has suspended the annual HECA survey to await details of successor legislation to the Home Energy Conservation Act 1995. Whilst we understand that efforts continue to be made to monitor fuel poverty for the



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benefit of the city, we recognise the need to develop a clear strategy around fuel poverty data collection.

Recommendation 1

That, in working through potential operational models and the practicalities of moving towards the new Public Health system in April 2013, the Executive Board and Health and Wellbeing Board use fuel poverty as a key public health topic area in which to demonstrate how these new arrangements are to work in practice in the future.

Recommendation 2

That as part of the development of the Health and Wellbeing Strategy for Leeds, the Health and Wellbeing Board ensures that fuel poverty is identified as a key priority within this Strategy.

Recommendation 3

That, ahead of becoming the responsible lead for exercising the new public health functions on behalf of the Council, the Director of Public Health in Leeds drives forward action now in tackling fuel poverty as a key public health priority for the city.

Recommendation 4

That the Leader of the Council assists the Director of Public Health in Leeds to champion affordable warmth and move action to tackle fuel poverty up the agenda of a wide range of other stakeholders and partners in the public, private and community sectors.

Recommendation 5

That the Director of Public Health in Leeds works closely with the Director of Environment and Neighbourhoods to develop a clear strategy around fuel poverty data collection before April 2013.

Working collaboratively to achieve affordable warmth

67. During our inquiry, we were pleased to receive examples of good joint working between the Council and its key partners in exploring and delivering programmes aimed at addressing fuel poverty. These included the Hotspots Referral Scheme, various energy efficiency projects led by Care and Repair, Leeds Energy Champions, Joint Energy Grant Promotion and the more recent Wrap Up Leeds scheme. Further details of these schemes are set out in appendix 1.
68. We noted that the driving force behind such good joined up working practices has been the Leeds Affordable Warmth Partnership. This Partnership is made up of representatives from the public, private and voluntary sectors and aims to work towards improving energy efficiency; to reducing fuel poverty and delivering affordable warmth.
69. The Council, in partnership with the other Affordable Warmth Partnership signatories, is working towards a number of objectives set out within the Leeds Affordable Warmth Strategy. At the time of our inquiry, this Strategy, along with its accompanying action plan, were in the



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process of being updated and were therefore considered during our inquiry.

70. Whilst acknowledging the drive and commitment of this Partnership, we noted that the Partnership does not form part of the formal Strategic Partnerships Framework. Although the Partnership has established informal links with the Housing and Regeneration Board and the Health and Wellbeing Board, we urge the Leeds Initiative Board to integrate this Partnership into the formal Health and Wellbeing Board, reporting directly into the Health Improvement Board. In doing so, this will attract and retain future commitment of key partners and enable a more transparent process of monitoring the delivery of the Affordable Warmth Strategy and accompanying action plan.

Recommendation 6
That the Leeds Initiative Board integrates the Leeds Affordable Warmth Partnership into the formal Health and Wellbeing Board, reporting directly into the Health Improvement Board, to assist in attracting and retaining future commitment of key partners and enable a more transparent process of monitoring the delivery of the Leeds Affordable Warmth Strategy and accompanying action plan.

The role of Elected Members in tackling fuel poverty

71. As part of the new public health system, it is made clear that Elected Members in Local Authorities will take on leadership for public health at the local level.

72. We also recognise the valuable role of Elected Members in raising the profile of key public health issues within their own localities but also maximising opportunities to address any public health concerns, such as fuel poverty, when in contact with residents, either within their own homes or during ward surgeries. In view of this, we believe that fuel poverty should be included in the development of the public health role of Elected Members through the Member Development Programme and particularly the Member Induction programme, in preparation for the new system being operational from April 2013.

Recommendation 7
That the Chair of the Member Development Working Group ensures that fuel poverty is included in the development of the public health role of Elected Members through the Member Development Programme and Induction programme in preparation for the new system being operational from April 2013.

73. We have already acknowledged that fuel poverty in particular can impact in different ways on different households and different areas of the city. In view of this, we recommend that Area Committees nominate a Fuel Poverty Champion to drive forward local action in addressing fuel poverty problems associated with their particular areas. In doing so, we believe there is further merit in appointing a Fuel Poverty Champion from each of the 3 locality areas to become a member of the Leeds Affordable Warmth Partnership



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and assist in exploring opportunities for maximising resources and also sharing best practice. We recommend that the Area Committee Fuel Poverty Champions work closely with their respective Locality Health and Wellbeing Managers to agree this appointment.

Recommendation 8

(i) That Area Committees nominate a Fuel Poverty Champion to drive forward local action in addressing fuel poverty problems associated with their particular areas.

(ii) That the Area Committee Fuel Poverty Champions liaise with their respective Locality Health and Wellbeing Managers to agree the appointment of one Fuel Poverty Champion from each of the 3 localities onto the Leeds Affordable Warmth Partnership.

Embracing the valuable resource of the NHS and Social Care Services in identifying vulnerable households

74. We recognise that the NHS is a key partner and has a major role in public health, particularly in terms of maximising opportunities to make every patient contact count through providing health improvement advice. Whilst we acknowledge that good partnership working with the NHS already exists locally, we explored opportunities for developing this further.

75. In acknowledging that there were 350 excess winter deaths in Leeds last year, the key question is whether such deaths could have been avoided if these individuals had been identified as being in or at risk of fuel poverty and appropriate support put in place. The timeliness of appropriate intervention support is a significant factor in helping to reduce the numbers of excess winter deaths.

76. During our inquiry, there was recognition that the work currently undertaken by intermediate care teams, GPs, district nurses and Adult Social Care services appears disjointed, with each service provider working in isolation of each other and therefore being unaware of how they collectively impact upon an individual's care provision. To address this issue, we were very interested to learn about the development of a new tool that is being introduced both nationally and locally called risk stratification.

77. We learned that stratifying patients according to need is a vital component of the Long Term Conditions (LTC) generic model and key to the delivery of good LTC management. By using a risk prediction approach for all patients, it is possible to identify those people who are the most regular users of hospital services (and are at risk of re-admissions), then stratify them according to complexity of need and commission cost effective interventions to meet those needs.

78. We understand that the Clinical Commissioning Groups (CCGs) in Leeds are continuing to work with Capita Health to engage their GP practices in risk stratification. The



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CCGs have selected a risk stratification tool called Adjusted Clinical Groups (ACG) and whilst roll-out to all practices across Leeds was anticipated for March 2012, it was felt that this would realistically now be March 2013.

79. We learned that this process is 3 parts of a model and therefore not to be used in isolation. Part of the model is also around the development of integrated health and social care teams, which are currently being developed in the 12 district nursing neighbourhoods of Leeds. However, there are currently 3 areas of Leeds working at it as demonstrator sites with a view to this then being rolled out across the other sites.
80. Risk stratification is aimed to help practices and the developing integrated health and social care teams to identify patients with current high-levels of need and co-morbidity. It can also predict those whose health needs are likely to increase in the future. This will enable health professionals to target patients that will benefit from more proactive care and preventative interventions.
81. It was felt that this tool could also be used to encourage a more holistic assessment in terms of an individual's living conditions and thereby assist in identifying those at risk of fuel poverty. It was highlighted that this element of assessment had often been missed in the past. In doing so, this will embed a more systematic way of identifying and assisting householders in addressing fuel poverty issues within the health and social care sector.
82. Once the integrated health and social care teams are fully operational, it was

felt that these teams should also be undertaking simple and automatic checklist assessments relating to fuel poverty issues when coming into contact with patients within their own homes. We noted that this approach is already being adopted by the Leeds Community Healthcare Trust as part of its Out of Hospital Care Services. However, we also recognise the need to undertake such assessments at the point of admission into hospital to help determine whether patients are in need of any support to address substandard living conditions prior to being discharged. We are pleased to note that such an approach is now being adopted by the Leeds & York Partnership Foundation Trust in line with its admissions policies.

Recommendation 9
That the Health and Wellbeing Board works with the local Clinical Commissioning Groups to ensure that:

- (i) a consistent and systematic approach to identifying the needs of vulnerable householders at risk of fuel poverty is being adopted as part of the developing risk stratification process.
- (ii) that as part of this process, a consistent approach is being adopted by the developing integrated health and social care teams in ensuring that, once identified, those at risk of fuel poverty are effectively being referred to appropriate support schemes.



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The need to simplify the referral pathway networks

83. We are aware that the Hotspots Referral Scheme was set up to allow front line staff and volunteers to refer vulnerable households to energy efficiency grant/fuel bill advice as well as benefits advice and home fire safety checks. This addresses fuel poverty by increasing household energy efficiency, advising on fuel bills and maximising income.
84. The Council also remains committed to supporting a referral service specifically aimed at providing heating and insulation assistance to households suffering from cold related illness. The Warm Homes Service, which is often used as the referral pathway for NHS frontline staff, will be jointly funded by Leeds City Council and Scottish Power for two years from March 2012.
85. Whilst we acknowledge that residents are also often advised to contact the Energy Saving Trust to gain advice about the different localised schemes available to meet their needs, we understand that the Energy Saving Trust may no longer provide such localised advice and will instead become a national advisory service.
86. During our inquiry, we also learned about the national Home Heat Helpline (0800 33 66 99) too. This is a free phone line set up to help energy customers who are struggling to pay their fuel bill and keep warm. This was launched by the ERA in October 2005. The advisors at the Home Heat Helpline have the ability to transfer calls, at no cost to the caller, directly to each energy supplier's specialist vulnerable customer team in order to ensure that each customer receives the best possible level of care. It also works in partnership with housing associations and the Citizens Advice Bureau to provide the most appropriate advice for customers. Since its establishment, the service has received more than 150,000 calls from customers (reported by ERA in February 2012). Almost half (48%) of customers who called the helpline are now saving money on their utility bills, whilst 14% of callers are now accessing benefits that they were not aware they were entitled to.
87. In view of the differing schemes and referral pathways that do exist, it is not surprising that this has led to confusion with the public and also amongst frontline officers and health and social care staff that are trying to direct vulnerable customers to appropriate advisory and support schemes. This was recognised as a key problem particularly amongst GPs. We therefore recognise the need to simplify the referral pathway networks.
88. During our inquiry, we were encouraged to learn about the development of the Multi Agency Referral Scheme (MARS). This is an initiative which is being developed by the South East and North West Health and Wellbeing Locality Partnerships to enable front line officers to refer residents to a wide range of preventative services. This is in recognition of the fact that local residents have found the existing range of referral mechanisms difficult to navigate. Advocates such as Elected Members and GP's have also needed to contact a number of agencies



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individually or limit their assistance to their own area of expertise due to time constraints. There was also an unfulfilled requirement for referring agents to receive feedback on their referrals.

89. Key partners such as the customer contact centre, Adult Social Care, the benefits service, Primary Care Trust, police and fire service were consulted on this scheme. It was decided that a “first contact” type scheme, as established in Nottingham and Newcastle, should be adopted to provide a way for frontline workers to refer residents to as wide a range of services as possible.
90. The scheme involves a referral checklist that can be provided to agencies both in paper form, or electronically through the Council’s SIEBEL system, allowing Council officers and officers from other partner agencies to refer households to ancillary services via a central point, possibly Leeds City Council’s customer contact centre.
91. We understand that the South East and North West Health and Wellbeing Partnerships trialed the scheme last year by each targeting a specific community living within the 10% Middle Super Output Area. The trial involved specific key partners such as GP practices, Library Services, Environmental Services and Children’s Services.
92. We learned that the results of this trial was shared with various stakeholders, including the Health and Social Care Integration Board and Health Improvement Board, which resulted in

differing views around how this scheme could be adopted effectively in practice.

93. In moving forward, we urge the Executive Board and Health and Wellbeing Board to fully support and regularly monitor the development of a simple, systematic referral pathway, which may involve the developing MARS initiative where appropriate. As a Scrutiny Board, we are also keen to continue monitoring progress with this approach.

Recommendation 10

- (i) That the Executive Board and Health and Wellbeing Board fully supports and regularly monitors the development of a simple, systematic referral pathway and effective uptake for fuel poverty support from key health and council services (this maybe by using the Multi Agency Referral Scheme (MARS) if appropriate).**
- (ii) That the Director of Public Health, Director of Adult Social Care and the Clinical Commissioning Group accountable officers provide an update report to Scrutiny on the implementation of this pathway by July 2012.**

Encouraging take up of support and ensuring effectiveness of interventions

94. As a Council we have access to a lot of intelligence to assist in identifying where the most energy inefficiency properties



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are located and also where the most vulnerable households reside in line with the neighbourhood index. In moving towards the new system of public health, it has already been acknowledged that there needs to be more collaboration between directorates in terms of data sharing to target resources more effectively using an intelligence led approach.

95. However, despite having such local intelligence, we acknowledge that individual perceptions may be very different and that many (particularly elderly) people may be reluctant to say that they face particular problems that require support intervention. Responses will also vary depending on precisely what question is asked, for example, a householder is more likely to accept that they would benefit from interventions aimed at achieving more affordable warmth than be categorised as being 'fuel poor'.
96. Within the more vulnerable groups and areas of the city, it is important that these householders are made aware in advance of any schemes on the horizon that will be targeted at them or their community. To encourage greater take up, it is also important to make households aware of their entitlement to support rather than them perceive it as 'charity' and equally to dispel any concerns that householders may have if such schemes appear 'too good to be true'.
97. In doing so, it was clear from our inquiry that we need to elicit the help of organisations that are already experienced in working with such groups or within particular communities and have gained the trust of these

householders to be able to reassure them of the intentions behind any particular schemes. We already acknowledge the valuable role of Care and Repair in administering schemes locally and equally regard the whole of the third sector as a valuable resource to the Council. However, we recognise that further work is needed to raise the profile of fuel poverty across the third sector and make them aware of existing schemes and referral pathways.

98. In acknowledging the good work already undertaken with the Hotspots Referral Scheme in delivering training to twenty one voluntary organisations so far, including Carers Leeds, Leeds Housing Concern and Hamara, we recommend that the Director of Environment and Neighbourhoods works closely with Voluntary Action Leeds to explore opportunities for delivering such training more widely across the third sector and to raise the profile of fuel poverty generally.
99. At the time of our inquiry, we were interested to learn that the Yorkshire and Humber Regional Health Service were in the early stages of developing a web based resource tool (Keeping Warm in Yorkshire and Humber) to assist in addressing fuel poverty issues and winter planning. We therefore recognise the benefit of the Council assisting to promote the use of this resource tool once formally launched.

Recommendation 11

That the Director of Environment and Neighbourhoods works closely with Voluntary Action Leeds to explore opportunities for delivering training on the Hotspots Referral Scheme more widely across the third sector and in raising the profile of fuel poverty generally.



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Recommendation 12

That the Director of Environment and Neighbourhoods monitors the development of the 'Keeping Warm in Yorkshire and Humber' web based resource tool and assists in promoting its use once formally launched.

100. We recognise that a good example of proactive community based communication work is Wrap Up Leeds. This programme, run by Yorkshire Energy Services (YES) in partnership with the Council has developed an extensive communication campaign, which aims to encourage applications for free insulation from specific areas and across the city as a whole. This communications plan was developed jointly between YES, the Fuelsavers Team and corporate communications. We believe there is merit in developing a clear communication framework, based around this model, that can be used in promoting future area based schemes.

Recommendation 13

In promoting future area based schemes aimed at achieving affordable warmth, we recommend that the Director of Environment and Neighbourhoods works closely with the Head of Communications and Marketing to develop an appropriate communication framework to assist in encouraging greater take up of such schemes.

101. We acknowledged during our inquiry that following interventions aimed at improving thermal efficiency, trade-offs

have still taken place between energy use and thermal comfort. We note that such cases often involve elderly householders who find it difficult operating new heating controls or fear higher energy bills because they are unsure how the improved efficiency would impact on consumption. These issues can undermine the potential health benefits of interventions. However, susceptible households can be identified and thermal efficiency interventions can be supplemented by other actions aimed at avoiding subsequent trade-offs.

102. The Marmot Review also reports that a number of households who received improvements through the Warm Front programme reported a preference for retaining colder homes following improvements. Such preference was based partly on a long-term adaptation to low temperatures experienced throughout life and partly on lay beliefs of what constitutes a healthy temperature.
103. We would therefore expect to see such interventions, especially in older people's homes, coupled with training in the use of new heating systems to avoid subsequent trade-offs. In future, we would hope that easy-to-use smart meters will also assist in indicating to a householder how much is being spent on fuel consumption.



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Challenges presented by existing national intervention programmes

104. Nationally, many of the intervention programmes aimed at tackling fuel poverty are either Government funded or funded by energy suppliers meeting a Government-imposed obligation. As such, we found that proxy indicators have been used to establish eligibility criteria, which are generally focused on low income and vulnerability. A proxy indicator for low income is often when a householder is in receipt of means tested benefits and a common proxy indicator for vulnerability is when a householder is over a certain age, has a disability or has children under a certain age living in that household.
105. However, we noted during our inquiry that the support available through such programmes tended to miss out large sectors of society who are affected by fuel poverty, highlighting the difficulty of finding appropriate proxies to identify those most in need. Professor Hills also recognised the need to avoid devising eligibility criteria which result in sharp cliff edges, such as the entitlement to assistance that depends on the receipt of a narrow range of income-tested benefits. To illustrate this further, we have summarised below some of the key barriers that relate to existing programmes of support.

Warm Front Scheme

106. We learned that the Government's support for improvement in energy

efficiency of existing housing stock is mainly through the Warm Front Scheme, which provides grants to eligible households to improve their home insulation or heating systems. However, we learned that the eligibility criteria for such grants is now even tighter. We also noted that the future intention is for this programme to be phased out from 2013-2014, thus completely removing central Government funding to improve energy efficiency and place a greater obligation upon energy suppliers.

107. This particular programme was highlighted as an example of where the sole use of proxy indicators, such as eligible benefits, to assess eligibility had consequently excluded a large proportion of households in need of support. In 2009, the National Audit Office report on Warm Front found that 57% of vulnerable households in fuel poverty did not claim the relevant benefits, whilst 75% of households who would qualify were not necessarily in fuel poverty.
108. We learned that local data indicates that of the vulnerable groups, householders in receipt of benefits and those suffering from a long term illness had the highest proportion of fuel poor, re-enforcing the impression that a sizeable proportion of vulnerable fuel poor who are of working age are missed out by some current provisions such as the Warm Front scheme.
109. It was highlighted that local data had also suggested that 50% - 60% of the households that were eligible for Warm Front (prior to the recent criteria revisions) were not fuel poor.



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Winter Fuel Payments

110. Winter Fuel Payments are a yearly one-off payment made by the Government for all those who are pension age. Whilst we accept that pensioners comprise approximately half of the fuel poor population in Britain, being over 60 by no means equates to being fuel poor or vulnerable.
111. A key criticism of the Winter Fuel Payments is that many other potentially vulnerable groups such as the house-bound disabled, long term sick, low-income families and people living in sub-standard housing could also benefit from such a payment but are not deemed eligible. The Energy Climate Change Committee conducted an inquiry into Fuel Poverty in 2010 and as part of its response to this inquiry, the Energy Retail Association had highlighted that in 2006/07 Winter Fuel Payments were made to around 100,000 households containing pensioners with total annual incomes above £100,000. This reinforced the view of the industry that if such payments were targeted better at those who need it most, this could make a significant impact in tackling fuel poverty.

Warm Home Discount

112. The Warm Home Discount scheme was introduced in 2011 and is a mandatory scheme that requires energy suppliers with more than 250,000 customers (smaller companies can join voluntarily) to provide a fixed amount rebate to vulnerable customers, replacing the voluntary initiatives, such as social tariffs. This

scheme is classified by the National Audit Office as imputed tax and spend, which means that it is funded by a levy on all customers' bills.

113. We were pleased to have the input of the Policy Officer from ERA that led on the development of this scheme with Government to explain the principles of this scheme.
114. We understand that there are two eligibility groups for this scheme: core group and broader group. The core group represents the oldest and poorest pensioners who are eligible for a one off rebate of £120 on their energy bill (this is set to increase to £140 by the end of the scheme). The eligibility criteria for this group relates to those pensioners in receipt of pension credit. However, we understand that the eligibility criteria for this core group will be expanded in the future.
115. In targeting this core group, we learned that the ERA had led on the pilot 'energy rebate scheme'. This was trailblazing in that it involved data matching between a private company and the Department for Work and Pensions (DWP). Through the legal gateway created by the Pensions Act 2008, energy suppliers were able to be provided with a list of customer details from DWP whom were deemed eligible for the Warm Home Discount rebate.
116. Where a match had been found, that customer would automatically receive their rebate on their bill without any effort on their part. Previously, energy companies were left to identify and then contact eligible customers to encourage them to get in contact in



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order to receive financial support. We noted an example where this method only resulted in a response rate of around 3%. In comparison, the data matching approach with DWP resulted initially in matching around 65% of the eligible group. Where an exact match is not found, the onus is put on the DWP to contact eligible customers directly to inform them of their entitlement for a rebate on their energy bill and to therefore contact a helpline managed by DWP to receive this support.

117. Those customers that meet the broader group eligibility criteria can also get a £120 rebate on their energy bills. However, we learned that the eligibility criteria for this broader group differs as it is determined by the individual energy company, with agreement sought from Ofgem. The energy suppliers are given a broader group obligation target to meet, which is determined by Government. The eligibility criteria for the broader group therefore needs to reflect the obligation put on suppliers whilst demonstrating that support is being targeted at the most vulnerable customers. The use of proxy indicators are therefore used again to try and ascertain which customers are in, or at risk of, fuel poverty.
118. During our inquiry, we highlighted to the ERA our disappointment that the eligibility criteria for this new scheme is also tightly defined in terms of income thresholds which uses means tested benefits as the only proxy indicators. In response, we learned that energy suppliers are often steered by what the Government and Ofgem consider to be appropriate proxy indicators in order to

get approval for their scheme. We therefore concluded that if the Government and Ofgem could be persuaded to look at broadening the current eligibility criteria then this would enable suppliers to reflect this in their schemes. We believe that the clear argument to put to Ofgem and the Government is around extending proxy indicators to reflect the energy efficiency of a dwelling. If two householders with the same levels of income are living in different SAP rated properties, the householder with the higher SAP rating would need to pay more for their energy bill.

119. The size of suppliers' broader group schemes will also vary, taking into account the number of social tariff schemes already in place. As social tariffs are phased out, the broader group obligation put on suppliers will increase accordingly.
120. Concerns were raised that where an energy supplier meets its obligation cap, they will refuse any further referrals, resulting in eligible customers missing out on support. In response, the ERA explained that the decision to exceed an obligation cap would be a commercial one, but that this would need to be proportionate given that it is classified as a levy on consumers through additions to their bills. It was also highlighted by the ERA that whilst the referral process ceases at the end of March, it re-opens again the following financial year. Also, as the broader group obligation increases, this should alleviate such problems in the future.
121. We learned that under the Warm Home Discount initiative, energy companies



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will spend £250 million in 2011-12, increasing to £310 million by 2014-15 and amounting to about £1.1 billion over four years to help the most vulnerable customers.

The Carbon Emissions Reduction Target (CERT) and Community Energy Saving Programme (CESP)

122. CERT was first introduced in 2008 and designed in an attempt to reduce carbon emissions as well as alleviate fuel poverty. However, at that stage the ERA recognised that it would be more beneficial for consumers if there were two separate programmes – one for fuel poverty and another to tackle carbon emissions so that such schemes could be properly targeted and managed.
123. The Government increased the obligation on energy companies to help the most vulnerable and created a ‘Super’ Priority Group obligation for the most vulnerable – poorer, older pensioners – as part of the extension to 2012 CERT.
124. The Community Energy Saving Programme (CESP) is designed to complement the CERT and aims to deliver around £350m of energy efficiency packages to the poorest 10% of communities in England and poorest 15% in Scotland and Wales. CESP adopts a whole house, street by street approach with ‘hard’ energy saving measures. We noted that as of September 2011, 1524 properties in Yorkshire and Humber had received help from CESP.
125. However, a criticism of CESP has been that by adopting a postcode assessment process, there is a risk that households on higher incomes and in better quality homes living in low income areas will benefit from this programme rather than those most in need. Additionally, many low-income households living in areas outside the designated areas of deprivation will also be missed by a programme targeting low-income areas rather than low-income households. Finally, the geographical limits may in many cases be dividing communities in two. This was also an issue raised within the Marmot Review on the Health Impacts of Cold Homes and Fuel Poverty. However, in spite of this, we recognise that area based initiatives can offer economies of scale and can sometimes allow the inclusion of properties which might otherwise be too expensive to treat by non area-based schemes, therefore such schemes are still likely to form a part of the city’s response to fuel poverty in the future.
126. Both CERT and CESP schemes are still in operation but will cease in December 2012. Representing its members, the ERA made it clear during our inquiry that energy suppliers still have resources available under CERT and CESP. We noted that CERT and CESP projects are being delivered and obligated parties are promoting and marketing the measures with a view to meeting their obligation. However, due to a variety of constraints – such as tenure types, construction types, non interest from consumers – delivering measures to vulnerable customers remains a challenge. In view of this, energy



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suppliers would welcome approaches from Local Authorities and other locally based partnerships to try and get energy efficiency improvements delivered to such vulnerable households.

127. In the meantime, we learned that the ERA is working with the Government and funding a letter being written to members of the Super Priority Group from the Government encouraging them to contact a national helpline to see if they can access measures under CERT.
128. We understand that both CERT and CESP are to be replaced with the new Green Deal and the Energy Company Obligation (ECO) initiatives. Whilst these are due to come into operation this year, such schemes are still under development and therefore some details remain unclear. The Department of Energy and Climate Change launched a consultation in November 2011 setting out the proposals for the Green Deal and ECO and inviting views on key issues. This consultation closed on 18th January 2011. In light of the proposals set out within this document, we considered the potential opportunities and barriers to these new initiatives.

Opportunities and potential barriers of the new Green Deal and ECO initiatives

129. Central to the Green Deal's policy objective is a desire to deliver energy efficiency measures to homes and businesses through a market

mechanism without subsidy. At its heart is an innovative new financial mechanism which means that customers face no upfront costs and also means that they only make the payments whilst they stay at the property as the charge is added to the electricity bill. The Green Deal 'Golden Rule' specifies that any charge attached must be less than the expected savings from the retrofit. Once the customer has their Green Deal assessment completed, they will be able to take the outcome of the assessment to any authorised Green Deal provider for a quote for the finance and installation of one or more of the recommended measures. It will not be possible to enter into a Green Deal finance arrangement or install any measure under the Green Deal banner without a Green Deal assessment.

130. However, to help the poorest and most vulnerable households, extra financial support will be needed. The Government is therefore putting in place the Energy Company Obligation (ECO). Under the ECO, some energy companies will be legally obliged to provide the extra support needed to make sure that hard to treat homes and lowest income and vulnerable households can benefit from the new arrangements. In doing so, the ECO will be split, comprising of the 'Affordable Warmth Obligation' and 'Carbon Saving Obligation'.
131. We note that the ERA is supportive of the Government's aims for the Green Deal and ECO as energy suppliers agree that there is a need to move away from an energy efficiency market reliant on subsidy to one where measures with a positive return on



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investment are paid for by those who directly benefit from them. However, we also note that the ERA identifies a number of challenges to the new policy framework. In particular, the ERA highlights that there is not yet a single coherent view of how end to end Green Deal customer processes and the systems required to facilitate them will work in practice. In view of this, it emphasises the need to have a fair and smooth transition from CERT and CESP to ECO.

132. We recognise that a key issue under ECO is determining the size of the overall target as greater levels of ambitions under ECO will mean greater costs to energy companies and by extension greater costs to all bill payers. Under present plans, only a quarter of the funds earmarked for the ECO are expected to be spent on the Affordable Warmth Obligation meaning that it will not be adequate to solve the issue of fuel poverty alone and will be potentially regressive.
133. We do have serious concerns around the proposal that the eligibility for the Affordable Warmth measures are to be restricted to households who are in receipt of the benefits similar to the CERT Super Priority Group and who are in private housing tenures.
134. Whilst acknowledging that the social housing sector has higher average SAP ratings than other sectors, this masks many properties with very low ratings which have not been able to access CERT/CESP in the past. As these residents will also be paying towards ECO through energy bills, it is simply not acceptable to knowingly exclude them from support.
135. In relation to the eligibility criteria for ECO, we have already acknowledged that income based assessments are too broad – including many people who are not fuel poor and excluding many people who are. Having established that fuel poverty is a function of housing type/energy efficiency levels and income, we feel that the Affordable Warmth Obligation should take both into account.
136. We understand that under the Affordable Warmth Obligation, the intention is to class as eligible any measure which will improve the thermal performance of a property, measured through a reduction in the expected cost of heating space or water in the property. Suppliers will therefore be expected to deliver primarily heating systems and basic insulation measures under the Affordable Warmth Obligation. Whilst we welcome this, we are concerned that unless utilities are forced to accept applications for any technology for those households genuinely in fuel poverty, then those in hard-to-treat properties, who have missed out on most previous support, may miss out again.
137. Local intelligence shows that the highest instances of fuel poverty occur in pre-1919 properties, particularly in the c20,000 back to back terraces. The private rented sector in back to back terraces has the very highest proportion of fuel poor residents. Even with significant Carbon Saving Obligation subsidies, the cost of bringing these properties up to a decent thermal standard would still leave future residents with Green Deal packages that are outside their reach.



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These properties need to be able to balance Affordable Warmth Obligation and Carbon Saving Obligation in order to address fuel poverty.

138. Also as part of the Affordable Warmth Obligation, we acknowledge that whilst repairing an old boiler will not save carbon or reduce heating costs, we still believe that it is favourable in some situations to replacing a boiler. It would therefore be helpful to develop as part of these proposals, a general formula that takes into account efficiency of boiler/age of boiler/cost of repair to use to determine whether or not it is better to repair or replace a boiler.
139. We were pleased to note that the ERA also argued that eligibility for Affordable Warmth measures should not be restricted to the CERT Super Priority Group (SPG) and should not be limited to those in private housing tenures too. It highlights that current experience in CERT indicates that the SPG market is difficult to access, with the proposed removal of social tenants in ECO only likely to exacerbate the situation further. The ERA therefore considered the initial proposals to be too restrictive and highlighted that to limit eligibility in either of these ways would prevent this support being provided to vulnerable and at-risk-of fuel-poverty customers.
140. In relation to the ECO Carbon Saving Obligation, it is proposed that this be achieved primarily by promoting and installing solid wall insulation. However, we would argue that this obligation should also include hard-to-treat cavities (for those cases where it does not meet the Golden Rule) and roof insulation alongside solid wall insulation. In extending the ECO Carbon Saving Obligation to cover all technologies, this would also help ensure that there is a properly functioning competitive market.
141. Even though Leeds has a large proportion of pre 1919 properties, it is impossible to tell what proportion of these have non-standard cavity walls, as insulation contractors have often recorded these as “solid wall” for the purposes of CERT reporting without inspecting the wall internally. Leeds also has around 70,000 properties with attic rooms, so it is certain that non-standard cavity wall and attic room insulation could provide a cost effective way of improving the energy efficiency of hard to treat properties in Leeds.
142. We noted that the ERA message to Government on the Carbon Saving Obligation was also around the need to make this more equitable in terms of installing all necessary measures. It too has therefore lobbied for other measures aside from solid wall to be allowed, recognising that those people with hard to treat cavities who may not have received support under CERT will be missed again under the Carbon Saving Obligation of ECO.
143. Suppliers require support with targeting measures as they do not have information on customers’ personal financial circumstances. The ERA advocate that the most effective way to target ECO is for the Government to work collaboratively with suppliers to find innovative solutions for identifying and offering support to the most vulnerable or those at risk of fuel poverty. The ERA also advocated



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referrals from a trusted agency such as a Local Authority, social services or the NHS. The Hills Fuel Poverty Review detailed a number of adverse health impacts of fuel poverty and it would be beneficial to consumers if Local Government and other agencies collaborated to refer people at risk for measures. We also agree that in order to fill this gap, it is vital that Local Authorities have the ability to direct funding such as the ECO towards areas of low income and poorer hard to treat housing.

144. We are pleased to note that the views expressed above, along with other related points, have already been formally fed back to the Department of Energy and Climate Change as part of its consultation both by the Council and the Energy Retail Association. At the time of concluding our inquiry, the findings of the consultation process and agreed proposals for the Green Deal and ECO had not been published. Once available, we recommend that the Director of Environment and Neighbourhoods reports to Scrutiny on the final proposals for these schemes and how the Council and its partners intend to promote and deliver these schemes locally.

Recommendation 14

That, once available, the Director of Environment and Neighbourhoods reports to the Executive Board and Scrutiny on the final proposals for the Green Deal and ECO schemes and how the Council and its partners intend to promote and deliver these schemes locally.

Solutions to tackling fuel poverty in Leeds

Targeting investment into improving the energy efficiency of the general housing stock

145. It is recognised nationally that the most sustainable way of tackling fuel poverty and limiting the impact of fuel price increases is to build energy efficient housing and retrofit the existing housing stock to an energy efficiency level that would make it extremely hard for people to fall into fuel poverty, as space heating accounts for the greatest share of energy use in homes.
146. The Marmot Review in particular concludes that improving the energy efficiency of the existing stock is the only long-term sustainable way of ensuring a number of multiple gains: environmental gains, health gains, the mitigation of climate change and social gains through a reduction in health and environmental inequalities. The Marmot Review states that major energy efficiency retrofit programmes that would bring homes to a SAP of 81 (equivalent to Energy Performance Certificate band B) have been estimated to reduce fuel bills of the fuel poor by half, thus removing 83% of fuel poor households from fuel poverty, as well as reducing CO2 emissions related to domestic energy requirements by over 50%. It therefore recommends that the Government should aim to make improving energy efficiency standards a priority.
147. We also acknowledge the long term benefits of bringing up the general



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standard of stock strategically over time and recognise that much of the work undertaken by the Council is focused on delivering the most cost effective measures on a large scale.

148. We have established that local data indicates that the highest levels of fuel poverty are found in the inner city areas of Leeds, which are also the areas with the highest proportion of older hard to treat properties. This suggests that even though hard to treat measures are expensive, they are necessary to alleviate fuel poverty in the worst affected areas. The clear correlation between areas of low income and older properties indicate that targeting such measures by area would be a vital and cost effective way of assisting those who need help.
149. Whilst we would hope that the developing Green Deal and ECO schemes will provide greater opportunities to target investment where needed, in the meantime we noted from the ERA that energy suppliers still have resources available under CERT and CESP. Suppliers would therefore welcome assistance from Local Authorities to identify and target these resources effectively.
150. We understand that in future Local Authorities will gain access to Energy Performance Certificate data to assist in identifying specific properties and areas to target affordable warmth measures. Once this data is available, the Council should proactively work with energy suppliers and others to explore provision of grants from the existing CERT and CESP schemes. In future, such an approach should also be adopted for ECO.

Recommendation 15

That the Council utilises the Energy Performance Certificate data, when made available by Government, to identify specific properties and areas to target with affordable warmth measures and to proactively work with energy suppliers and others to explore provision of grants from the existing CERT and CESP schemes and forthcoming ECO.

Targeting the private rented sector effectively

151. The Marmot Review also acknowledges that as a proportion of the total number of households for a given tenure (i.e. private rented, owner occupier or social housing), households living in private rented accommodation have a higher likelihood of living in fuel poverty. Potential reasons highlighted are around tenants being put off from seeking help to improve the energy efficiency of their homes because they may not see it as worth the effort or investment if they plan to move, or even realise it is an option they could take advantage of subject to the agreement of the landlord. They may also fear eviction if some cost or disruption might fall on the landlord. Financial incentives are also low for the landlord who are put off improving properties by the upfront costs while most financial benefits will be to the tenants through lower energy bills.
152. Locally, we understand that the average SAP rating within the private rented sector is 55. When considering the private sector in terms of the



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decency standard, it was found that 51,400 dwellings would fail the decency standard due to poor thermal comfort. This represents 20.7% of the private stock. It was estimated that it would cost £74m or £1,400 per dwelling for the thermal comfort element of decency to be met in this tenure.

153. However, decency is not enforceable within the private sector. The standard by which a private sector property is measured is based on the Housing Health and Safety Hazard Rating System (HSHRS). The most serious hazards are classed 'category 1' and the Council has a duty to take action to eliminate or significantly reduce such hazards.
154. In acknowledging this, the Marmot Review called for more appropriate legislation to be developed on the side of tenants in private rented accommodation who are put off seeking help to make energy efficiency improvements to their homes. It recommended that the Government develop targets for upgrading the energy efficiency of the existing stock. The review found that this has the potential of raising 150,000 households from fuel poverty if privately rented F and G rented properties were brought up to a band E.
155. Interestingly, following the Marmot Review, we note that the Energy Act 2011 now includes provisions to ensure that from April 2016, tenants will be able to demand energy efficiency improvements from their landlords. Should landlords refuse consent (without a justifiable reason), Local Authorities will be able to compel

landlords to undertake the improvements. They will also be able to fine landlords for not doing the improvements when the tenant first asked. It is likely that fines will be up to £5,000.

156. Further, in 2018 the Government intends to bring in minimum energy efficiency standards. Landlords will not be allowed to let out any property with an Energy Performance Certificate (EPC) banding of 'F' or 'G' unless the landlord can prove they have done all they can through the Green Deal and other subsidies to bring the property up to an EPC Band 'E'
157. Locally, we acknowledged that the last Leeds Private Sector House Condition Survey (2007) revealed that the major hazards affecting the private rented sector in Leeds are excess cold, falls (on stairs, falls on the level and between levels) and fire safety. This survey also highlighted that excess cold hazards in this sector account for 61.6% of all category 1 hazards and pose the greatest challenge for the Council to resolve.
158. As a Scrutiny Board, we undertook a separate inquiry this year into Private Rented Sector Housing, which focused on raising quality standards and maximising the use of private rental accommodation in Leeds. In doing so, we acknowledged the longstanding issues faced by the Council in striving to achieve consistency in the quality of housing standards within the private rented sector. The Scrutiny Board therefore concluded that more proactive activity was needed to enable more robust monitoring and regulation of this sector, particularly as the



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demand for private rented sector accommodation is likely to increase even further in the future.

159. A recommendation was made for the Council to adopt a more proactive and targeted integrated management approach in addressing those areas of the city that have greater housing and environmental needs. As part of this approach, we would therefore expect to uncover private rented sector properties with low SAP ratings and poor thermal comfort to enable the Council to work closely with the landlords to address such problems and signpost them to where they can access support for such works if necessary.
160. We acknowledge that the condition of membership to the Leeds Landlord Accreditation Scheme also requires the removal of all Category 1 hazards from all properties owned by members of the scheme. As part of the drive to recruit and retain landlords to the Leeds Landlord Accreditation Scheme, the Scrutiny Board also recommended that the Director of Environment and Neighbourhoods works closely with the Housing Regulation Team, Locality Managers and the Residential Landlords Association to engage more effectively with existing landlord forums and also explore the development of local landlord forums, particularly within identified 'hot spot' areas of the city, to share ideas on how to address their needs. As part of this engagement process, we would expect to find energy efficiency on the agenda as a key priority for landlords to address.
161. We would also expect the Council to use its own website as a way of

communicating with tenants and landlords more widely, but also enabling them to gain easy access to accurate and timely advice, information and assistance. As part of the inquiry into private rented sector housing, we acknowledged that the Council's website is currently under development and therefore recognised that this was an opportune time to revisit the information provided to tenants and landlords via the Council's website to ensure they do have easy access to accurate and timely advice, information and assistance. It is therefore vital that information around existing support schemes specifically aimed at the private rented sector in terms of achieving affordable warmth are incorporated as part of this process.

Commissioning resources for the delivery of emergency repairs and heating system improvement works

162. It was highlighted that whilst works needed for improving the energy efficiency of properties could potentially be funded through Green Deal or ECO when set up, there is no clear plan in place for funding emergency repairs and heating improvement works.
163. We learned that the Council recently received funding from the Department of Health (Warm Homes Healthy People Fund) to improve heating in the homes of vulnerable people. Care and Repair are using this funding to carry out free repairs and improvements to heating systems under this scheme. This will include repairs to gas or electric fires, repairs to boilers, fitting thermostatic valves, servicing systems and providing emergency heaters.



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This is targeted at vulnerable people who live in their own homes or privately rented accommodation and there are no age or income restrictions. However, we learned that such funding needs to be spent before March 2012.

164. Whilst we understand that such a scheme is being inundated with referrals, we noted that there are no further plans from the Department of Health to provide funding for similar schemes beyond this financial year. Such inconsistency in funding streams for these types of schemes can often undermine the confidence of front line staff to promote such schemes for fear of it no longer existing.
165. There is therefore a clear need to develop a more sustainable programme aimed at carrying out such emergency works in vulnerable people's homes in order to avoid the hazard of excess cold.
166. In acknowledging the success of the Liverpool model where the City Council has worked in partnership with the NHS to align funding for preventative care in terms of tackling category 1 hazards such as excess cold, we recommend that the Director of Public Health in Leeds works closely with the Clinical Commissioning Groups to look at the potential of providing longer term funding to maintain the existing Warm Homes Healthy People scheme administered by Care and Repair.

Recommendation 16
That the Director of Public Health in Leeds works closely with the Clinical Commissioning Groups to look at the potential of providing longer term funding to maintain the existing Warm Homes Healthy People scheme administered by Care and Repair.

167. However, separate to this particular scheme, we also recognise the need to develop and lever in financial support for a broader programme of preventative measures aimed at tackling the hazard of excess cold across the city. Such preventative intervention measures will assist in addressing the longstanding problems relating to the numbers of excess winter related admissions into hospital and the associated costs to the NHS and also the wider economy. However, it is vital that the benefits associated with improving the wellbeing of individual householders is also recognised, which is something that can not be measured in monetary terms.
168. The Director of Care and Repair shared with the Scrutiny Board his own experiences of coming across vulnerable householders in Leeds having to cope with very sub-standard living conditions due to the stark reality of not being able to achieve affordable warmth and therefore in desperate need of support. In view of this, we believe there is merit in building up a portfolio of case study evidence that can be used to illustrate to commissioners that where vulnerable householders have been in receipt of such preventative intervention measures, this has had a positive impact in terms of improving their overall health and wellbeing.
169. We therefore recommend that the Director of Public Health in Leeds works closely with the Director of Care and Repair to begin building up this portfolio of case study evidence. In doing so, the Director of Public Health in Leeds should also work with the



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Health and Wellbeing Board and the local Clinical Commissioning Groups to begin developing and exploring opportunities to lever in financial support for a broader programme of preventative measures aimed at tackling the hazard of excess cold across the city.

Recommendation 17
That the Director of Public Health in Leeds works closely with Care and Repair to begin building up a portfolio of case study evidence to illustrate to commissioners that where vulnerable householders have been in receipt of preventative measures aimed at tackling the hazard of excess cold, this has led to a positive impact in terms of improving their overall health and wellbeing.

Recommendation 18
That the Director of Public Health in Leeds works with the Health and Wellbeing Board and Clinical Commissioning Groups to begin developing and exploring opportunities to lever in financial support for a broader programme of preventative measures aimed at tackling the hazard of excess cold across the city.

Income maximisation measures

170. We acknowledge that physical measures such as insulation and heating are more long term, one-off investments as opposed to some

income measures such as benefits, which often need to be paid in perpetuity. However, we do recognise that measures to alleviate low incomes in Leeds will also have a large effect on fuel poverty as so great a proportion of the fuel poor in Leeds survive on low incomes. Clearly if all the assistance was geared towards increasing householder income there would be no guarantee that the householder will spend that extra income on heat, meaning that the potential improvement to health is lost. We appreciate that the design of the new Warm Home Discount does seem to reflect this, directly reducing the fuel bills of qualifying households by £120-£140 per year and so having more effect on measured fuel poverty than would an equivalent increase in state benefits, as seen with the Winter Fuel Payments.

171. During our inquiry, we welcomed the contribution of the Citizens Advice Bureau (CAB). It was brought to our attention that requests made to the CAB for advice around fuel bills had increased by 75% over the last year. As part of the Big Energy Day campaign led by the CAB, customers were offered a benefits check. We learned that 28 people were benefit checked on that particular day and on average this led to people's incomes being raised by £20 per week. In view of the forthcoming benefit reforms set out within the Welfare Reform Bill, it was acknowledged that people in the 10% most deprived areas of the city were most likely to need a benefit check and would normally approach the CAB for this service.



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172. We also acknowledged the good work that the Council's Welfare Rights Team does in increasing the incomes of vulnerable households and would encourage the Council to ensure that this continues to be supported in the future.
173. Another key issue raised was around ensuring that lower income households also received support in finding the most appropriate energy tariff to help reduce the cost of energy. We acknowledge that the most distinctive feature of fuel poverty is its close relationship to the price of fuel and the way in which householders ration their heat, something illustrated by the large number of households in fuel poverty in Leeds that are using a pre-payment meter (55%).
174. We noted that in November 2010, Ofgem launched its Retail Market Review (an investigation into the markets for electricity and gas for households and small businesses in the UK) and published its findings and initial proposals in March 2011. Such proposals included actions aimed at making it much easier for consumers to identify who is offering the cheapest tariff and also make it easier for new suppliers to enter the market and increase the transparency of company accounting practices.
175. We noted that a condition within the supply licence (Standard Licence Condition 27.2A) stipulates that any difference in terms and conditions between payment methods for paying charges for the supply of domestic electricity or gas shall reflect the costs to the supplier of the different payment methods. As part of its Retail Market Review, Ofgem has observed a number of positive outcomes resulting from this standard licence condition. In particular, we learned that suppliers have dramatically decreased the premium charged to prepayment meter (PPM) customers with respect to their standard credit customers. Some suppliers now charge less, per year, to their PPM customers. This has had the effect of bringing down the differential between PPM and standard credit, so that, PPM customers now pay, on average, £20 less than standard credit customers for their gas and electricity.
176. However, we noted that the latest domestic consumer engagement survey by Ofgem also showed that around 60% of energy consumers report never having switched supplier. This percentage has remained broadly stable since 2007, suggesting that there is a set of consumers who remain disengaged from the energy market (and in some cases permanently disengaged).
177. It is important to note that one of the main reasons cited for never switching supplier, continues to be that consumers are happy with their current supplier (77% of consumers who claim they have never switched supplier). This suggests that many of these consumers are happy to remain so. However, Ofgem's consumer research had also shown that some of these consumers also assume that their supplier has already put them on the most appropriate tariff.
178. Ofgem also reports that the Retail Market Review found that there are more consumers who claim they have never switched in lower social grades



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and certain age groups, which has raised concern when combined with the information around potential savings that consumers are missing out on from not switching. This was also echoed by the CAB during our own inquiry and it was highlighted that fuel tariff checks were also offered as part of the Big Energy Day campaign.

179. We understand that the Big Energy Day Campaign will be formally evaluated. In anticipation of the evaluation findings being made available for consideration, and in view of the findings from the Ofgem Retail Market Review, we do recommend that the Council leads on developing a strategy with key partners, including the CAB and Advice Leeds, for undertaking benefit checks on an annual basis accompanied with a service offer for conducting fuel tariff checks.

Recommendation 19
That the Director of Environment and Neighbourhoods leads on developing a strategy with key partners, including the CAB and Advice Leeds, for undertaking benefit checks on an annual basis accompanied with a service offer for conducting fuel tariff checks.

180. Whilst acknowledging the commitment made by Ofgem to take action aimed at making it much easier for consumers to identify who is offering the cheapest tariff, we are concerned that such action has not yet been taken and therefore the Chair of the Safer and Stronger Communities Scrutiny Board will write to Ofgem setting out our concerns.

Exploring the bulk purchase of domestic heating fuel for householders

181. During our inquiry, consideration was given to the move towards bulk purchasing of domestic heating fuel for householders. We noted that in July 2011, the New Local Government Network published the pamphlet 'Going Dutch' which investigated the Netherlands *Met De Stroom Mee* initiative in which residents agreed to let the project negotiate directly with the energy suppliers on their behalf. This allowed Met De Stroom Mee to secure bids from energy companies that were much lower than the average cost of bills that households were paying.
182. In order to negotiate directly in bulk, the initiative sought the registration of 10,000 residents, although there was no legal requirement for them to go ahead with the deal. In the end, a total of 6,630 residents signed up for the tariff, saving on average 300 Euro per annum of their household energy bills (approximately 20%).
183. During our inquiry, we also learned that South Holland District Council in Lincolnshire had embarked upon a similar scheme which it expects will save customers on average £150 per year. In doing so, the Authority is currently collecting the details of interested residents through a web portal.
184. This scheme differs from the Dutch example in that the prospective energy supplier has agreed to beat the best tariff currently charged in South Holland by at least 15%, however, this



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is subject to an as yet undisclosed minimum number of interested residents signing up to the project. As part of the deal, the chosen supplier has agreed to install smart meters in all customers homes to help them to maximise energy savings. So far, the scheme has signed up 770 potential customers.

185. Although there have been a number of successful schemes across Europe, it is unknown how UK energy suppliers will react in the UK's energy market. Early indications are that they may be interested, depending on the number of interested households, however, this will not be known for certain until someone attempts to make a deal with them.
186. Experience in Europe is that 100,000 households is the maximum number of people that can be engaged in such a scheme as suppliers are unable to cope with more than this number of people switching at one time, therefore once this number is reached, the lead authority can run a reverse auction which customers would then be able to choose whether to buy into.
187. We understand that DECC are also leading a working group to explore this further, of which the ERA is a member. During our own inquiry, we learned from the ERA that possible barriers that need to be explored further relates to the non-discrimination licence condition put on suppliers.
188. In September 2009, Ofgem introduced the Undue Discrimination Prohibition Standard Licence Condition 25A. This requires the domestic supplier to ensure that in supplying or offering to supply electricity, the Principal Terms on which it does so do not discriminate without objective justification between one group of Domestic Customers and any other such group (this does not apply to suppliers with fewer than 50,000 domestic customers per fuel). Whilst this provision is due to expire on 31st July 2012, Ofgem are currently consulting on proposals to extend this provision until July 2014 until the full impact of its Retail Market Review proposals is clear.
189. Another potential barrier identified is around ensuring that whoever acts as the third party intermediary between the customer and energy supplier can be trusted. However, this may be less of an issue with Local Authorities leading a project.
190. We learned that Community Energy Direct (CED) is also currently designing a collective energy scheme that Local Authorities and social landlords can use as a blueprint (Collective Power Scheme). We noted that under this model, if the householder decides to take up the offer, they will be bound into it for the period of the contract, much like a fixed price energy deal. This leads to an element of risk for the Council if other prices drop during the period of the contract, or could lead to criticism of the Council if when the contract ends, the price has to be renegotiated at an increased rate. Because of this, CED envisage the scheme as providing added value by giving householders better customer service as well as a conversation with the householder on saving energy and links into the Green Deal for example.



Conclusions and Recommendations

191. Whilst recognising the potential benefits of this approach, we would advise that the Council undertakes a cost-benefit and risk analysis to be reported back to the Executive Board and Scrutiny for further consideration.

Recommendation 20
That the Director of Environment and Neighbourhoods leads on undertaking a cost-benefit and risk analysis for the Council to bulk purchase domestic heating fuel for householders. The findings of this analysis should be reported back to the Executive Board and Scrutiny for consideration within 3 months of the South Holland documents becoming available.

192. Following the national review of fuel poverty undertaken by Professor Hills, we understand that the Government will be responding to the issues and recommendations arising from this review later in the year. In tracking progress with our own inquiry recommendations, as a Scrutiny Board we will also track the progress of this national review with great interest.



Appendix 1

Examples of local schemes aimed at tackling fuel poverty.

Wrap Up Leeds Scheme

The Executive Board approved the Home Insulation Scheme in October 2011, which led to Yorkshire Energy Services (a community organisation which provides independent energy efficiency advice to households in West Yorkshire), being appointed to deliver this scheme (now known as Wrap Up Leeds). This scheme went live on 3rd January 2012.

The Council is working with Yorkshire Energy Services to provide insulation for up to 15,000 homes. The scheme is available across the city and is available to anyone who owns their own home or privately rents inside the Leeds City Council area. Most homes will qualify for completely free insulation, and some larger homes may be asked to pay a contribution towards the work. Wrap up Leeds is available for 15,000 Leeds residents on a first-come, first-served basis until September 2012.

Wrap Up Leeds offers cavity wall insulation and loft insulation free of charge, subject to a free technical survey provided by the scheme. While many other free offers only apply where no loft insulation currently exists, Wrap Up Leeds can top existing loft insulation free of charge to the recommended 270mm to help save even more on rising fuel bills.

Following a media campaign, including adverts on buses, leaflets, posters and events across the city, the Wrap Up Leeds team will also be knocking on doors in some areas of the city where the available information on fuel poverty and the types of houses suggests free insulation will have the highest impact.

Hotspots Referral Scheme

The Hotspots scheme was set up as a partnership between Yorkshire Energy Services, West Yorkshire Local Authorities and organisations such as the Pensions Service and Fire Service. The scheme allows front line staff and volunteers to refer vulnerable households to energy efficiency grant/fuel bill advice as well as benefits advice and home fire safety checks. This addresses fuel poverty by increasing household energy efficiency, advising on fuel bills and maximising income.

Leeds City Council were involved in setting up the scheme some years ago and decided to re-launch it in the city from November 2010 to give a wide range of staff, both Council and non-Council, as well as volunteers from third sector organisations a quick and easy way to refer people to help.

Training was initially given to internal Council teams such as the Adaptations Agency, the Home Improvement Assistance team, one-stop centres and Adult Social Care teams. Training has also been given to twenty one voluntary organisations so far, including Carers Leeds, Leeds Housing Concern and Hamara and now includes children's centre staff and managers.



Appendix 1

In all, fifty teams/organisations in Leeds have been trained to help them recognise and respond to affordable warmth issues since the scheme re-launch.

271 vulnerable households in Leeds have been referred for energy and grants advice since the scheme was re-launched in November 2010 with 148 of these receiving benefits advice and 76 fire safety checks.

Warm Homes Service (formally Health Through Warmth scheme)

The Council remains committed to supporting a referral service specifically aimed at providing heating and insulation assistance to households suffering from cold related illness. The Council administered and jointly promoted the Health Through Warmth scheme with the NHS from 2005 until the service moved to Care and Repair in March 2010.

However, the main funding stream for Health Through Warmth ceased at the end of 2011. In response, both the Council and NHS Leeds assisted Care and Repair in putting together a bid to provide a replacement Warm Homes Service which would continue to assist people suffering from cold related illness, as well as offering home safety checks and regular follow up checks to ensure that future needs are met. The bid was successful and the service will be jointly funded by Leeds City Council and Scottish Power for two years from March 2012, with the NHS making referrals through frontline staff. Leeds City Council and NHS Leeds jointly funded the scheme during the interim period to ensure that referrers experience a continuity of service.

Care and Repair Energy Efficiency Projects

Between 2007 and 2009, two main energy efficiency projects were undertaken by Care and Repair. The total cost of these 2 projects was £10,700 and together they generated £344,000 of energy efficiency and heating improvements; £78,000 of Home Maintenance Improvements and 34 older people received the Falls Prevention Service, reducing the risks of them falling in their homes (if a person falls and breaks their hip it will cost approximately £25,000 for their treatment and rehabilitation).

More recently, the Council received funding from the Department of Health (Warm Homes Healthy People Fund) to improve heating in the homes of vulnerable people. Care and Repair are using this funding to carry out free repairs and improvements to heating systems under this scheme. This will include repairs to gas or electric fires, repairs to boilers, fitting thermostatic valves, serving systems and providing emergency heaters. This is targeted at vulnerable people who live in their own homes or privately rented accommodation and there are no age or income restrictions. However, funding linked to this scheme needs to be spent before March 2012.

Leeds Energy Champions Scheme

The Leeds Energy Champions Scheme was developed by NHS Leeds as a way of encouraging customer facing staff to refer vulnerable patients to energy measures. Referrals are received from front line staff and actioned by the Warm Homes Service (previously Health



Appendix 1

Through Warmth). Leeds City Council provided training to NHS staff before Care and Repair took over and have since extended the scheme to Adult Social Services. This includes providing assistance with training, and a representative from Fuelsavers/Environment Policy Team attends the quarterly NHS affordable warmth meeting to keep the Energy Champions informed of changes to energy grants etc.

Joint Energy Grant Promotion

Where appropriate, Leeds City Council co-operate with the NHS to promote energy grants to vulnerable households. This has included attending NHS events to disseminate energy efficiency information and co-operating on mailouts to flu jab recipients. The Council has also provided an energy advice surgery at the All Being Well stall in Kirkgate market.



Evidence

Monitoring arrangements

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

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months. Following this, the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

Reports and Publications Submitted

- Domestic Energy Efficiency Report for Leeds Housing Stock 2010. Fuel Savers Energy Audit Coordinator. January 2011.
- Briefing paper from Environment and Neighbourhoods directorate on energy efficiency within the private sector. August 2011.
- Report by Sheffield Hallam University 'Better Housing, Better Health in Leeds. Cost-Benefit Analysis of Improving Living Conditions'. May 2011.
- The Health Impacts of Cold Homes and Fuel Poverty. Marmot Review Team. May 2011.
- The Fuel Poverty Review – A Call for Evidence – Submission paper by Leeds City Council.
- Draft revised Leeds Affordable Warmth Strategy 2007-2016 – November 2011.
- Draft Affordable Warmth Action Plan – November 2011.
- Briefing paper from Environment and Neighbourhoods directorate on the forthcoming Government changes to Fuel Poverty Policy. December 2011.
- An extract (Executive Summary) of 'Fuel Poverty, the problem and its measurement'. Interim Report of the Fuel Poverty Review. John Hills. October 2011.
- Briefing paper from the Environment and Neighbourhoods directorate on the Hotspots Referral Scheme and Financial Inclusion. December 2011.
- Briefing paper from the Director of Care and Repair on Energy Efficiency Projects in 2007-2009.
- Ofgem publication 'The Retail Market Review – Findings and initial proposals. March 2011.
- Briefing paper from Environment and Neighbourhoods directorate on current fuel poverty links between the NHS and Leeds City Council. February 2012.
- Briefing Paper by NHS Airedale, Bradford and Leeds – outline of NHS activity to addressing fuel poverty and its impact on health including NHS contribution to citywide partnership agenda. February 2012.
- Energy Retail Association's written response to the Energy and Climate Change Committee's Inquiry into Fuel Poverty 2010.
- Department of Energy and Climate Change Consultation Document 'The Green Deal and Energy Company Obligation'. November 2011.
- Energy Retail Association's written response to the Department of Energy and Climate Change Green Deal and Energy Company Obligation Consultation. January 2012.
- Written submission by Leeds City Council to the Department of Energy and Climate Change Green Deal and Energy Company Obligation Consultation. January 2012.
- Department of Energy and Climate Change Annual Report on Fuel Poverty Statistics 2011.



Evidence

Reports and Publications Submitted....continued.

- An extract (summary section) of 'Getting the measure of fuel poverty'. Final report of the fuel poverty review. John Hills. March 2012.
- Department of Health publication 'Improving outcomes and supporting transparency. Part 1: A public health outcomes framework for England, 2013 – 2016'. January 2012.
- Briefing paper from the Environment and Neighbourhoods directorate on bulk domestic fuel purchase. March 2012.

Witnesses Heard

- Dawn Bailey, Healthy Living Manager, Directorate of Public Health, NHS Airedale, Bradford and Leeds.
- Dr Ian Cameron, Joint Director of Public Health for Leeds.
- Gill Chapman, Service Development Manager- Out of Hospital Care Services, Leeds Community Healthcare NHS Trust.
- Phillip Charlton, Project Manager, City Project Office, Leeds City Council.
- Robert Curtis, Fuel Poverty Officer, Leeds City Council.
- Myrte Elbers, Health Improvement Specialist (Primary Care), NHS Airedale, Bradford and Leeds
- Alison Griffiths, Disability Service Manager, Adult Social Care, Leeds City Council.
- Claire Ingleby, Yorkshire Energy Services.
- Mark Ireland, Service Manager, Area Renewal, Leeds City Council.
- Lucy Jackson, Consultant in Public Health, NHS Airedale, Bradford and Leeds/ Leeds North Clinical Commissioning Group.
- Vincent McCabe, Operations Director, Yorkshire Energy Services.
- Nick Morgan, Chief Executive, Chapeltown Citizens Advice Bureau.
- George Munson, Energy and Climate Change Manager, Leeds City Council.
- Dr Manjit Purewal, Leeds North Clinical Commissioning Group.
- Alun Rees, Policy and External Relations Advisor, Energy Retail Association.
- Bill Rollinson MBE, Director of Care and Repair, Leeds.
- Derek Sankar, Director, Advocacy Support, Leeds.
- John Statham, Head of Housing Partnerships, Leeds City Council.
- Jenny Thornton, Strategic Partnership and Commissioning Manager, Leeds and York Partnerships NHS Foundation Trust.
- Graham Wilson, Environmental Health Manager, Leeds City Council.

Dates of Scrutiny

- 17th August 2011 – Scrutiny Board Working Group Meeting
- 27th October 2011 – Scrutiny Board Working Group Meeting (session 1)
- 21st November 2011 – Scrutiny Board Working Group Meeting (session 2)
- 15th December 2011 – Scrutiny Board Working Group Meeting (session 3 – Part 1)
- 1st February 2012 – Scrutiny Board Working Group Meeting (session 3 – Part 2)
- 7th February 2012 – Scrutiny Board Working Group Meeting (session 4)
- 20th March 2012 – Scrutiny Board Working Group Meeting (final session)

**Scrutiny Board (Safer and Stronger Communities)
Fuel Poverty
2012**

Report author: Angela Brogden

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Formal response from Director of Public Health on the Fuel Poverty Scrutiny Inquiry 2012 to be reported back to the Scrutiny Board.

(Recommendations 1, 2, 3, 4, 5, 9, 10, 16, 17 and 18)

1. Background information

- 1.1 The Government is creating a new integrated and professional public health system designed to be more effective and to give clear accountability. As part of this, it will be for Local Authorities in partnership with their Health and Wellbeing Boards to demonstrate improvements in public health outcomes. The new Public Health Outcomes Framework published in January 2012 sets out desired outcomes for public health, including fuel poverty, which has been recognised as one of the key indicators in terms of improving the wider determinants of health, which focuses on the 'causes of the causes' of health inequalities.
- 1.2 The Director of Public Health will be appointed to be the key health adviser for the Local Authority and to exercise these new public health functions on their behalf. In anticipation of this the Scrutiny Report expects the Director of Public Health in Leeds to drive forward action in tackling fuel poverty as a key public health priority for the city.
- 1.3 The Director of Public Health has been identified as the Lead Director on a number of recommendations within the Fuel Poverty Scrutiny Report and the following is the formal response to these recommendations.
- 1.4 The Scrutiny Inquiry report is a welcomed intervention in the fuel poverty debate which is a key priority in the City Priority Partnership Plan.
- 1.5 Recommendations 1, 2, 3, 4, 5, 9, 6, 17 and 18 can be accepted and 10(i and ii) can be accepted in the main with an amendment to adopt a twin track referral system
- 1.6 The scrutiny recommendations are complementary to the priorities of the Affordable Warmth Strategy (2007-2016), City Priority Partnership Plan for Health and Wellbeing and Public Health Outcomes Framework.

2 Response to the Scrutiny Recommendations 1, 2, 3, 4, 5, 9, 10, 16, 17 and 18

Recommendation 1

That, in working through potential operational models and the practicalities of moving towards the new Public Health system in April 2013, the Executive Board and Health and Wellbeing Board use fuel poverty as a key public health topic area in which to demonstrate how these new arrangements are to work in practice in the future.

- 2.1 The Director of Public Health provided a report to the Executive Board and Health and Wellbeing Board in June 2012 advising on this particular recommendation. This recommendation was agreed by both the Executive Board and the Health and Wellbeing Board and is welcomed in the development of the new Public Health system in Leeds. Fuel Poverty will be identified as a priority and systems will be developed to embed relevant work programmes across Leeds City Council. Fuel poverty will also be included as a priority in the forthcoming Health and Wellbeing Strategy.

Recommendation 2.

That as part of the development of the Joint Health and Wellbeing Strategy for Leeds, the Health and Wellbeing Board ensures that fuel poverty is identified as a key priority within this Strategy.

- 2.2 Fuel Poverty has been identified as a key priority within the Draft Joint Health and Wellbeing Strategy for Leeds which is currently being developed by a task group reporting to the Health and Wellbeing Board.

Recommendation 3.

That, ahead of becoming the responsible lead for exercising the new public health functions on behalf of the Council, the Director of Public Health in Leeds drives forward action now in tackling fuel poverty as a key public health priority for the city.

- 2.3 The Director of Public Health has ensured that fuel poverty and affordable warmth are key priorities within the Draft Joint Health and Wellbeing Strategy for Leeds, as well as the City Priority Partnership plan. These priorities include identifying vulnerable groups at risk of suffering from cold and damp housing, and referring/ signposting them into opportunities for increasing affordable warmth. Health Improvement Specialists have been assigned to lead the public health actions in partnership with lead officers from Leeds City Council.

Recommendation 4.

That the Leader of the Council assists the Director of Public Health in Leeds to champion affordable warmth and move action to tackle fuel poverty up the agenda of a wide range of other stakeholders and partners in the public, private and community sectors.

- 2.4 Following the May 2012 local elections, Leeds City Council has created an additional member portfolio dedicated to the increasingly important agenda of health. The new Executive Member for Health and Wellbeing, Councillor Mulherin, will also take on the Chair of the Health and Wellbeing Board. The Scrutiny Inquiry report highlighted the importance of the Health and Wellbeing Board and the forthcoming Health and Wellbeing Strategy to take forward fuel poverty as a key public health priority. For these reasons it has been agreed by the new Executive Member for Health and Wellbeing to work with the Director of Public Health to progress this important recommendation.

Recommendation 5.

That the Director of Public Health in Leeds works closely with the Director of Environment and Neighbourhoods to develop a clear strategy around fuel poverty data collection before April 2013.

- 2.5 The Scrutiny report recognises the need to ensure that local trends in fuel poverty are monitored effectively to demonstrate progress in tackling fuel poverty, set out in the Public Health Outcomes Framework. This is a complicated request, as fuel poverty is a function of home energy efficiency levels, energy prices, income and a host of other minor factors. Additionally, the impact of fuel poverty on an individual depends to a large extent on their vulnerability, with elderly people, the very young and people with disabilities being much more at risk of ill health. Whilst there are good fuel poverty statistics available from Government, these are very high level. Scrutiny members were more interested in gathering and manipulating local data in order to target interventions to support most vulnerable people.
- 2.6 Currently, local fuel poverty assessments are based on the last Home Energy Conservation Association (HECA) survey conducted in 2009 which Local Authorities are no longer required to undertake, whilst they await details of the successor legislation to the Home Conservation Act 1995. Therefore, the Council has suspended the annual HECA survey and instead is monitoring change using a combination of energy efficiency measures installed, fuel use data and Energy Performance Certificates. The Director of Public Health agrees to work closely with the Director of Environment and Neighbourhoods to develop a clear strategy around fuel poverty data collection, to include housing/energy data, income data and health factors, before the end of April 2013.

Recommendation 9.

That the Health and Wellbeing Board works with the local Clinical Commissioning Groups to ensure that:

- (i) A consistent and systematic approach to identifying the needs of vulnerable householders at risk of fuel poverty is being adopted as part of the developing risk stratification process.**

- 2.7 The Integrated Health and Social Care Board agreed that the Health and Social Care Integrated neighbourhood teams would use a consistent and systematic approach to identify the needs of vulnerable patients and deliver high impact interventions to reduce excess winter deaths. This process will be embedded within the roll out of the integration of health and social care across the city. The approach consists of three elements – risk stratification (to identify those who in the future are most likely to have higher needs), integrated health and social care teams (including primary care), and systematic self management – ensuring the patient is at the centre of decisions about their care. This has already begun in 3 areas of the city (Meanwood, Kippax/ Garforth and Pudsey) and will cover the whole city by March 2013.

(ii) that as part of this process, a consistent approach is being adopted by the developing integrated health and social care teams in ensuring that, once identified, those at risk of fuel poverty are effectively being referred to appropriate support schemes.

- 2.8 The Integrated Health and Social Care Board agreed that once individuals have been identified through the risk stratification process, the Health and Social Care Integrated neighbourhood teams would deliver high impact interventions recommended by the Department of Health to reduce excess winter deaths. These interventions include a fuel poverty assessment, benefits review, flu vaccination, lifestyle advice and support, telecare and telehealth referral as appropriate and falls prevention assessments.

Recommendation 10

(i) That the Executive Board and Health and Wellbeing Board fully supports and regularly monitors the development of a simple, systematic referral pathway and effective uptake for fuel poverty support from key health and council services (this maybe by using the Multi Agency Referral Scheme (MARS) if appropriate.

- 2.9 The Director of Public Health provided a report to the Executive Board and Health and Wellbeing Board in June 2012 advising on this particular recommendation. This recommendation was agreed by both the Executive Board and the Health and Wellbeing Board. It was proposed that in developing a simple systematic referral pathway across health and council services, a twin track approach will need to be adopted. This will involve:

- a universal multi-agency referral system to be used across the city by frontline staff linked to other key initiatives, or used in targeted neighbourhoods to support customers to access a wide range of preventative services including affordable warmth, and
- a specialised referral pathway specifically for the referral of clients with an existing health condition used by the health and social care integrated teams.

2.10 This proposed approach was agreed by the Executive Board.

(ii) That the Director of Public Health, Director of Adult Social Care and the Clinical Commissioning Group accountable officers provide an update report to Scrutiny on the implementation of this pathway by July 2012

2.11 The Director of Public Health, Director of Adult Social Care and the Clinical Commissioning Group accountable officers agree to submit an update report to Scrutiny on progress against this recommendation, but would recommend that this update be considered in October/November 2012. This would allow time for the programme to develop and for a more detailed report on progress to be submitted.

Recommendation 16.

That the Director of Public Health in Leeds works closely with the Clinical Commissioning Groups to look at the potential of providing longer term funding to maintain the existing Warm Homes Service (which has been partially funded by the time limited Department of Health Warm Homes Healthy People scheme) administered by Care and Repair

2.12 The Scrutiny report highlights the need for a partnership approach to align funding for preventative care in terms of tackling category 1 hazards such as excess cold. NHS Airedale, Bradford and Leeds will be working with Clinical Commissioning Groups to progress the Winter Plan 12/13 and to implement the Department of Health Cold Weather Plan. The Cold Weather Plan aims to prepare for, alert people to and prevent the major avoidable effects of winter on people's health. The Director of Public Health and Clinical Commissioning Groups will consider whether the Warm Homes Service, administered by Care and Repair, could be funded as part of this winter planning process.

Recommendation 17

That the Director of Public Health in Leeds works closely with Care and Repair to begin building up a portfolio of case study evidence to illustrate to commissioners that where vulnerable householders have been in receipt of preventative measures aimed at tackling the hazard of excess cold, this has led to a positive impact in terms of improving their overall health and wellbeing

2.13 The Director of Public Health agrees to work closely with Care and Repair to begin to build a portfolio of case study evidence to illustrate the impact of preventative measures aimed at tackling the hazard of excess cold. Four good case studies are already available, drawn from the Warm Homes Healthy People project funded by the Department of Health.

Recommendation 18.

That the Director of Public Health in Leeds works with the Health and Wellbeing Board and Clinical Commissioning Groups to begin developing and exploring opportunities to lever in financial support for a broader programme of preventative measures aimed at tackling the hazard of excess cold across the city.

- 2.14 The Director of Public Health in Leeds agrees to work closely with the Health and Wellbeing Board and Clinical Commissioning Groups to begin to develop and explore opportunities to lever in financial support. This work will form part of the winter planning process to prevent the major avoidable effects of winter on peoples' health.

Dr Ian Cameron
Director of Public Health
July 2012.

Response from the Director of Environment and Neighbourhoods on the Fuel Poverty Scrutiny Inquiry 2012 to be reported back to Scrutiny Board.

(Recommendations 5, 11, 12, 13, 14, 15, 19 and 20)

1 Background information

- 1.1 The fuel poverty and affordable warmth policy arena is a complex one, cutting across housing, energy, economic development, social care and ultimately impacting on healthcare provision. Fuel poverty therefore needs to be tackled by a range of functions, with housing and energy professionals working to reduce home energy demands; economic development professionals supporting people into work to raise the incomes of the lowest income groups and social care and health care professionals referring vulnerable clients to sources of help.
- 1.2 We therefore welcome this Scrutiny Inquiry report which clearly identifies a need for many services and agencies to work together to tackle this problem and for Members to champion the policy area at multiple boards.
- 1.3 The Director of Environment and Neighbourhoods has been identified as the Lead Director on a number of recommendations relating to housing and energy within the Fuel Poverty Scrutiny Report and the following is the formal response to these recommendations.
- 1.4 Recommendations 5, 11, 12, 13, 14, 15, 19 and 20 can all be accepted.
- 1.5 The scrutiny recommendations are complementary to the priorities of the Affordable Warmth Strategy (2007-2016), City Priority Plan and Public Health Outcomes Framework.

2 Response to recommendations

Recommendation 5.

That the Director of Public Health in Leeds works closely with the Director of Environment and Neighbourhoods to develop a clear strategy around fuel poverty data collection before April 2013.

- 2.1 The Scrutiny report recognises the need to ensure that local trends in fuel poverty are monitored effectively to demonstrate progress in tackling fuel poverty, set out in the Public Health Outcomes Framework. This is a complicated request, as fuel poverty is a function of home energy efficiency levels, energy prices, income and a host of other minor factors. Additionally, the impact of fuel poverty on an individual depends to a large extent on their vulnerability, with elderly people, the very young and people with disabilities

being much more at risk of ill health. Whilst there are good fuel poverty statistics available from Government, these are very high level. Scrutiny members were more interested in gathering and manipulating local data in order to target interventions to support most vulnerable people.

- 2.2 Currently, local fuel poverty assessments are based on the last HECA survey conducted in 2009 which Local Authorities are no longer required to undertake, whilst they await details of the successor legislation to the Home Conservation Act 1995. Therefore, the Council has suspended the annual HECA survey and instead is monitoring change using a combination of energy efficiency measures installed, fuel use data and Energy Performance Certificates. The Director of Public Health agrees to work closely with the Director of Environment and Neighbourhoods to develop a clear strategy around fuel poverty data collection, to include housing/energy data, income data and health factors, before the end of April 2013.

Recommendation 11.

That the Director of Environment and Neighbourhoods works closely with Voluntary Action Leeds to explore opportunities for delivering training on the hotspots referral scheme more widely across the third sector and in raising the profile of fuel poverty generally.

- 2.3 Over the past two years, Environment and Neighbourhoods has undertaken Hotspots/fuel poverty training for many teams and organisations that regularly come in to contact with vulnerable members of the public, including 24 voluntary sector organisations. The Director of Environment and Neighbourhoods agrees to build on this progress by working with Voluntary Action Leeds to organise Hotspots training for additional third sector organisations.

Recommendation 12.

That the Director of Environment and Neighbourhoods monitors the development of the 'Keeping Warm in Yorkshire and Humber' web based resource tool and assists in promoting it's use once formally launched.

- 2.4 Environment and Neighbourhoods was involved in the original Warm Homes Healthy People funding bid for 'Keeping Warm in Yorkshire and Humber' and has assisted in the design and development of the toolkit. The Director of Environment and Neighbourhoods agrees to embed the promotion of 'Keeping Warm in Yorkshire and Humber' in the actions of the Affordable Warmth Partnership and further promote it amongst partner organisations.

Recommendation 13.

In promoting future based schemes aimed at achieving affordable warmth we recommend that the Director of Environment and Neighbourhoods works closely with the Head of Communications and Marketing to develop an appropriate framework to assist in encouraging greater take up of such schemes.

- 2.5 The Fuelsavers team in Environment and Neighbourhoods have worked closely with Corporate Communications team (and Yorkshire Energy Services, the contractor) to develop and deliver a communications plan to support Wrap Up Leeds. The communications approach has led to over 5,000 installed measures to date and the effectiveness of different channels is being monitored and will be evaluated at scheme end. The Director of Environment and Neighbourhoods agrees to work closely with the Communications Team to use the lessons learnt to help develop a communications framework based on delivery of the Green Deal/ECO. This framework can then be used to co-ordinate the publicity of future domestic energy efficiency and affordable warmth schemes.

Recommendation 14.

That once available the Director of Environment and Neighbourhoods reports to the Executive Board and Scrutiny on the final proposal for the Green Deal and ECO schemes and how the Council and its partners intend to promote and deliver these schemes locally.

- 2.6 The Council has engaged closely with DECC to ensure that we are well placed when the Green Deal/ECO are launched in October 2012. As part of this, the Council is acting as the 'anchor authority' to develop a detailed business case for the Leeds City Region to establish a Green Deal/ECO framework and has engaged with the Affordable Warmth Partnership to look at ways of involving local partners in delivery. The Director agrees to present the final proposals to the Executive Board for approval, along with plans to publicise and roll out the Green Deal/ECO in Leeds as soon as is practicable. To ensure that momentum from delivering Wrap Up Leeds is maintained, the Director will undertake a procurement exercise for energy efficiency led regeneration in deprived areas under ECO, to launch in October/November 2012.

Recommendation 15.

That the Council utilises the Energy Performance Certificate data, when made available by Government, to identify specific properties and areas to target with affordable warmth measures and to proactively work with energy suppliers and others to explore provision of grants from existing CERT and CESP and the forthcoming ECO.

- 2.7 The Council has worked hard since the late-90s to develop and update and update a domestic energy database. We have recently combined this database with other Council databases and GIS mapping techniques to identify specific homes, streets and neighbourhoods to target with Wrap Up Leeds and Warmfront promotion. Wrap Up Leeds is also gathering additional data on properties contacted to supplement the energy database. We have also used the evidence to select areas most suitable for CESP funding and are currently working with partners to develop CERT supported initiatives for external wall insulation and narrow-cavity wall insulation.
- 2.8 Government made the Energy Performance Certificate (EPC) database available to certain organisations, including local authorities, in June 2012.

Since 2007, almost 120,000 EPC surveys have been undertaken in Leeds and the Council is now in the process of purchasing these records. These will help to target the Green Deal, ECO, RHI or other suitable energy efficiency initiatives in future.

Recommendation 19.

That the Director of Environment and Neighbourhoods leads on developing a strategy with key partners, including the CAB and Advice Leeds, for undertaking benefit checks on an annual basis accompanied with a service offer for conducting fuel tariff checks.

- 2.9 Over the years, Environment and Neighbourhoods has cooperated with organisations such as Welfare Rights and CAB through the Affordable Warmth Partnership and various projects to provide vulnerable residents with both income maximisation and fuel poverty advice. The Director of Environment and Neighbourhoods agrees to work with Welfare Rights, CAB and Advice Leeds to develop a strategy for undertaking annual benefits checks and offering fuel tariff checks.

Recommendation 20.

That the Director of Environment and Neighbourhoods leads on undertaking a cost-benefit and risk analysis for the Council to bulk purchase domestic heating fuel for householders. The findings of this analysis should be reported back to the Executive Board and Scrutiny for consideration within 3 months of the South Holland documents becoming available.

- 2.10 Environment and Neighbourhoods has recently been in contact with a number of bulk fuel purchase schemes, including South Holland, in order to undertake a comparative analysis of the various proposals. The Director of Environment and Neighbourhoods agrees to develop proposals for a bulk fuel purchase scheme that also delivers energy efficiency improvements to participating households. This will be presented to the Executive Board and Scrutiny Committee within three months of the South Holland documents becoming available or earlier.



Councillor Barry Anderson
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	Date	30 th April 2012

Dear Sirs

Fuel Poverty

The Leeds City Council's Scrutiny Board (Safer and Stronger Communities) recently concluded an inquiry into Fuel Poverty and published a report this month setting out its findings and recommendations. I have attached a copy of this report for your attention.

The Scrutiny Board acknowledges that the most distinctive feature of fuel poverty is its close relationship to the price of fuel and the way in which householders ration their heat. This was illustrated by the large number of households in fuel poverty in Leeds that are using a pre-payment meter (55%). During the inquiry, it was also brought to our attention that requests made to the Citizen's Advice Bureau (CAB) for advice around fuel bills had increased by 75% over the last year. As part of the 'Big Energy Day' campaign led by the CAB in January 2012, consumers particularly valued the offer of assistance in finding the most appropriate fuel tariff to help reduce the cost of energy.

Linked to this, we acknowledged the proposed reforms associated with Ofgem's Retail Market Review, published in March 2011. In particular, we welcomed Ofgem's commitment to take action aimed at making it easier for consumers to identify who is offering the cheapest fuel tariff. We acknowledge Ofgem's recent consultation outlining the proposed methodology to set the standardised element of a standard tariff under the Retail Market Review. However, there is still no clear indication from Ofgem as to when such action will be taken. The Scrutiny Board has therefore expressed concern about the delay in implementing such action and has requested that I write to you to convey their concern.

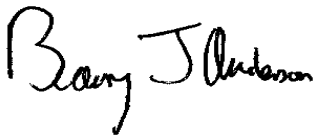
.....Continued



.....continued

I would be grateful if you could acknowledge receipt of this letter and also provide a written response by 1st June 2012, which will be shared with the Scrutiny Board at a future meeting.

Yours faithfully,

A handwritten signature in black ink that reads "Barry J Anderson". The signature is written in a cursive style with a large initial 'B'.

**Councillor Barry Anderson
Chair, Scrutiny Board
(Safer and Stronger Communities)**

Enc.



Councillor Barry Anderson
 Leeds City Council
 2nd floor (East)
 Civic Hall
 Leeds
 LS1 1UR

*Promoting choice and value for
 all gas and electricity customers*

Direct Dial: 020 7901 7331
 Email: Claire.tyler@ofgem.gov.uk

Date: 14 June 2012

Dear Councillor Anderson,

Fuel Poverty

Thank you for your letter dated 30 April 2012 regarding your inquiry into fuel poverty and the concerns you raise. Please accept my apologies for the delay in getting back to you.

We acknowledge that consumers particularly value the offer of assistance in finding the most appropriate fuel tariff to help reduce the cost of energy. Since 2008 Ofgem has worked with Citizens Advice on a public awareness campaign known as Energy Best Deal. The campaign works by giving practical presentations to low income consumers and frontline staff (Citizens Advice as well as other organisations) who work with people at risk of fuel poverty. These sessions give advice on how to shop around for the best energy deal; how to reduce energy bills through energy efficient measures and get help if consumers are falling behind in paying their bills. Since 2008 14 sessions have taken place in Leeds reaching 60 frontline staff and 66 consumers. Using the estimate of each frontline staffer using the information to help at least 15 consumers in the year following the training, the potential reach in Leeds is 1,026 low income consumers helped by next spring.

The following two case studies illustrate how this campaign has helped two energy consumers in Leeds. The two consumers have given us permission to provide their experiences.

Consumer number 1 is a 68 year old member of the community at Halton Moor in Leeds. Having participated in an Energy Best Deal session she felt she was able to contact her supplier and ask for the cheapest tariff as her energy company (npower) wanted to increase her monthly payments. As she was only on a state pension she telephoned npower to say that she could not afford the increased monthly payments and that she wanted to find the cheapest tariff for her. She was asked how many rooms her house had, how many people lived there and whether the house was terraced, semi-detached, detached and how old the property was. She was also asked about the insulation in her home. Marjorie said she felt a lot more confident dealing with her energy supplier having been to the Energy Best Deal session. She has also passed on her knowledge from the session to a community group, Good Neighbours, who supports the elderly in East Leeds (Crossgates).

Consumer number 2 is a 22 year old single mother and is also a member of the Halton Moor community. Having participated in the Energy Best Deal session, she went to the One Stop Centre Desk (at Leeds City Council) and requested an electrician to look at the Emersion Heater in her house. Her electricity bills were very high as she could not switch off the emersion heater without getting an electric shock and so was leaving the emersion running all the time. She was also in debt to her energy supplier and believed she could

The Office of Gas and Electricity Markets

9 Millbank London SW1P 3GE Tel 020 7901 7000 Fax 020 7901 7066 www.ofgem.gov.uk

not switch as she was still paying her arrears. Leeds City Council sent out an electrician so she now has a safe switch for the emersion heater. She is also now considering switching her energy supplier even though she has some arrears on her electricity account. She thought she had to stay with her supplier indefinitely because she owed them money. However, if a customer paying through a prepayment meter has a debt of less than £200 then they can switch to a new supplier and take their debt with them.

With regard to our Retail Market Review consultations on simplifying tariffs, we have received a large number of responses with a range of views expressed by stakeholders. We are currently refining our policy proposals in light of these consultation responses and aim to publish our updated proposals for consultation before the Winter. As ever, we are committed to ensuring that our proposals will deliver the best possible outcome for consumers. We recently published an update letter to this effect which is available at

<http://www.ofgem.gov.uk/Pages/MoreInformation.aspx?docid=207&refer=Markets/RetMkts/rmr>

We have also recently announced that we are developing a new Vulnerable Consumer Strategy. Last month we sort views on what we should incorporate in our strategy and what more we can do to help vulnerable gas and electricity consumers. The consultation document is available at:

<http://www.ofgem.gov.uk/Pages/MoreInformation.aspx?docid=54&refer=Sustainability/SocAction>

I hope this letter is helpful. If you have any further questions please contact me or my colleague Lisa Taylor (lisa.taylor@ofgem.gov.uk).

Yours sincerely

Claire Tyler
Senior Manager (Vulnerable Consumers)



Gas or Electricity Supply Licence Holders, consumers and their representatives, and interested parties

Promoting choice and value for all gas and electricity customers

Direct Dial: 020 7901 7000
Email: rmr@ofgem.gov.uk

Date: 21 May 2012

Dear Colleague

Ofgem's Retail Market Review – update and next steps

This letter updates stakeholders on the process of Ofgem's Retail Market Review (RMR) and our plan for the coming months.

The consultation period for the RMR domestic proposals closed on 23 February 2012. We received 26 formal responses and 19 detailed emails¹ and phone calls from consumers and other stakeholders. Today, we have published the non-confidential responses on our website. We have also held bilateral meetings with energy suppliers and a number of consumer organisations.

Responses to the RMR non-domestic consultation, which closed on 15 February 2012, were published on our website recently. We received more than 50 formal responses to this consultation and 330 emails from consumers and other stakeholders.² We have also held bilateral meetings with several stakeholders and have met others in various fora.

We thank all those who have engaged with our consultations.

A wide range of views was evident in responses to both the domestic and non-domestic consultations. While some elements of our proposals had broad support, other elements were more contentious. Importantly, even where there was high level support for our proposals, there were differences of opinion as to the most appropriate way forward. We continue to study all the responses and will look to develop our proposals in the light of these alternative perspectives where we see fit. As planned, we will also conduct further research and analysis of the potential impacts of our proposals and will seek to quantify these impacts where it is possible to do so. To help us in this process, we will be looking to work with stakeholders to gain a better understanding of the areas of concern and will be taking forward some of the policy design work with consumer bodies and industry.

We have seen a range of developments from a number of suppliers on tariff simplicity, better communications³ and several initiatives to restore consumer trust by establishing a more open dialogue with consumers. This is evidence that Ofgem's intervention through

¹ Including a submission co-signed by over 2,500 consumers.

² Many consumers' emails had identical contents.

³ Including better communications where a supplier has objected to a customer being transferred.

our Retail Market Review is producing real change for consumers and we expect suppliers to do more in this regard.

We remain committed to introducing further regulatory reforms to improve quality of service and to reduce tariff complexity. Appropriate and proportionate regulatory measures that apply consistently across the market are necessary to allow consumers to compare tariff offerings from different suppliers.

We believe that enforceable regulatory reform, backed-up by Ofgem's powers to impose financial penalties, is an essential component of improving consumer trust and engagement in the market. Government is also considering giving Ofgem powers to offer consumers redress in addition to our powers to impose financial penalties on companies who breach their licence conditions.

Given these recent developments, the responses to our consultation and the need to ensure that our RMR reforms can take account of government initiatives such as Electricity Market Reform, we aim to publish our updated proposals for consultation before the winter. This will include an updated version of our proposals setting out our way forward and draft impact assessments.

In line with our objectives under the gas and electricity directives, Ofgem is committed to improving the effective functioning of the retail energy markets. In working towards this, we remind stakeholders of our statutory duties, including our duties towards vulnerable customers. We want a market in which suppliers work in the interests of all their customers, and their behaviour engenders trust in the market as well as enabling active consumer engagement. We will continue to work closely with consumer stakeholders and the industry to realise this aim.

If you wish to discuss any of the issues raised in this open letter, please email rmr@ofgem.gov.uk or contact David Hunt on 020 7901 7429.

Yours sincerely,

Andrew Wright
Senior Partner - Markets

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 30th July 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 20th June 2012 and the Council's current Forward Plan.

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 papers¹

4. None used

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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Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	June	July	August
Grounds Maintenance Contract			Overview of progress WG 1/8/12 @ 10.30 am
Briefings	Equality Improvement Priorities SB 18/06/12 @ 10 am	Parks and Countryside – overview of the service SB 30/07/12 @ 10 am	
Crime and Disorder Committee work.	Crime and Disorder Scrutiny in Leeds SB 18/06/12 @ 10 am	Development of the Leeds Community Safety Business Plan WG session 1 – 17/7/12 @ 11 am	Development of the Leeds Community Safety Business Plan WG session 2 – 14/8/12 @ 10 am
Budget & Policy Framework Plans			
Recommendation Tracking		Fuel Poverty Inquiry – Formal Response SB 30/07/12 @ 10 am Phase 2 Dog Control Orders SB 30/07/12 @ 10 am	
Performance Monitoring	Quarter 4 performance report SB 18/06/12 @ 10 am		

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

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	September	October	November
The Council's relationship with local Parish and Town Councils in developing stronger communities		Overview of the role of Parish and Town Councils and determining areas for review. SB 22/10/12 @ 10 am	
Grounds Maintenance Contract	Reporting on progress (summary of working group meeting) SB 10/9/12 @ 10 am		
Waste Management/ Recycling Strategy	Update on progress and determining areas for further review SB 10/09/12 @ 10 am		
Briefings			
Crime and Disorder Committee work.	Development of the Leeds Community Safety Plan – comments from Scrutiny SB 10/09/12 @ 10 am		
Budget & Policy Framework Plans			
Recommendation Tracking			Fuel Poverty Inquiry SB 12/11/12 @ 10 am
Performance Monitoring	Quarter 1 performance report SB 10/09/12 @ 10 am		

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

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	December	January	February
The Council's relationship with local Parish and Town Councils in developing stronger communities			
Improving the co-ordination of services between Parks and Countryside and Environmental Services	Consideration of the potential opportunities and barriers for improving the co-ordination of services SB 10/12/12 @ 10 am		
Briefings			
Crime and Disorder Committee work.			Integration of the domestic noise nuisance service in the Leeds Anti-Social Behaviour Team SB 14/01/13 @ 10 am
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Quarter 2 performance report SB 10/12/12 @ 10 am		

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

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	March	April	May
Assessment of the Safer and Stronger Communities Board	To undertake an annual assessment of the Partnership Board SB 11/03/13 @ 10 am		
Briefings			
Crime and Disorder Committee work.			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Quarter 3 performance report SB 11/03/13 @ 10 am		

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

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 20TH JUNE, 2012

PRESENT: Councillor J Blake in the Chair

Councillors M Dobson, S Golton, P Gruen,
R Lewis, L Mulherin, A Ogilvie and
L Yeadon

Councillor J Procter – Substitute Member

1 Chair of the Meeting

Under the terms of Executive and Decision Making Procedure Rule 2.1, in the absence of the Leader, Councillor Wakefield, who had submitted his apologies for absence from the meeting, Councillor Blake, as Deputy Leader, presided as Chair of the Board for the duration of the meeting.

2 Substitute Member

Under the terms of Executive and Decision Making Procedure Rule 2.3, Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter, who had submitted his apologies for absence from the meeting.

3 Chair's Opening Remarks

The Chair welcomed Councillor Mulherin to her first meeting of Executive Board, following her recent appointment to the position of Executive Member for Health and Wellbeing.

4 Exempt Information - Possible Exclusion of the Press and Public

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

- (a) Appendix 2(b) to the report referred to in Minute No. 9 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains commercially sensitive information on the City Council's approach towards procurement issues, affordability position and commercially sensitive pricing, together with information about the commercial risk position of Veolia. The benefit of keeping this information exempt is considered greater than that of allowing public access to the information.

In addition, Appendix 3 to the report referred to in the same minute, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains commercially sensitive information detailing the value of City Council owned property, the disclosure of which may

Minutes approved at the meeting
held on Wednesday, 18th July, 2012

prejudice future property development and disposals. The benefit of keeping this information exempt is considered greater than that of allowing public access to the information.

- (b) Appendices 2 and 3 to the report referred to in Minute No. 27 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that they contain financial and business information of providers in the city and information on the negotiating position of the council in agreeing a fee structure with the independent sector providers. In applying this exemption, the council has considered the public interest test, as the information can only be withheld if the public interest in maintaining the exemption outweighs the public interest in disclosing the information. The council acknowledges that there is a public interest in the fee structure for residential care however, we consider that the public interest in disclosing the information in the Appendices is outweighed by the public interest in maintaining the exemption. It is in the public interest that the council is able to negotiate residential and nursing fees which represent best value for money and in order to do this, the council must be able to share information confidentially with providers, who all operate in a commercially competitive market. By releasing the information within appendices 2 and 3, it could prejudice the council's negotiation position on fees, on this occasion and in the future, and harm the council's ability to achieve best value for money.
- (c) Appendix 1 to the report referred to in Minute No. 28 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it is considered that the public interest in maintaining this information as exempt outweighs the public interest in disclosing the information, as disclosure may prejudice the outcome of the procurement process and the cost of developing the facility. For this reason, Appendix 1 is marked as Exempt/Confidential under the Council's Access to Information Procedure Rule 10.4 (3).

5 Late Items

There were no late items as such, however, it was noted that Executive Board members had been provided with copies of an addendum to agenda item 7, 'Waste Solution for Leeds – Residual Waste Treatment PFI Project: Final Business Case and Contract Award' for their consideration (Minute No. 9 referred).

6 Declaration of Interests

Councillor J Procter declared a personal interest in the agenda item entitled, 'Waste Solution for Leeds – Residual Waste Treatment PFI Project: Final Business Case and Contract Award', due to being a member of Plans Panel (East) (Minute No. 9 referred).

Councillor Golton declared a personal interest in the agenda item entitled, 'Deputation to Council: Leeds and District Gardeners' Federation regarding Allotment Provision in Leeds', due to being Vice President of Leeds and District Gardeners' Federation (Minute No. 8 referred).

Councillor Ogilvie declared a personal interest in the agenda item entitled, 'Tenancy Strategy 2013-15 and Lettings Policy Review', due to being a member of the Inner South ALMO Area Panel (Minute No. 13 referred).

Councillor R Lewis declared a personal interest in the agenda item entitled, 'Tenancy Strategy 2013-15 and Lettings Policy Review', due to being a member of the Outer West ALMO Area Panel (Minute No. 13 referred).

Councillor Yeadon declared a personal interest in the agenda item entitled, 'Public Health in Leeds City Council' due to being a member of Leeds Partnership NHS Trust Board (Minute No. 25 referred).

7 Minutes

RESOLVED – That the minutes of the meeting held on 16th May 2012 be approved as a correct record.

ENVIRONMENT

8 Deputation to Council - Leeds and District Gardeners' Federation regarding Allotment Provision in Leeds

The Director of City Development submitted a report responding to the deputation presented by the Leeds and District Gardeners' Federation to Council on 28th March 2012 regarding allotment provision in Leeds.

In presenting the report, the Executive Member for the Environment provided the Board with an update in respect of the latest position regarding the Victoria Pit Allotment and the Reservoir Allotment.

Members noted the considerable amount of work which had been undertaken in respect of the matters detailed within the report and comments were made welcoming the community proposal that allotments were put forward as 'Assets of Community Value'.

RESOLVED -

- (a) That the response to the deputation from the Leeds and District Gardeners' Federation, with regard to allotment provision in Leeds, be noted.
- (b) That support be given to the community proposal to put forward allotments as 'Assets of Community Value'.

9 Waste Solution for Leeds - Residual Waste Treatment PFI Project - Final Business Case and Contract Award

Further to Minute No. 122, 2nd November 2011, the Director of Environment and Neighbourhoods submitted a report providing an update on the progress of the Residual Waste Treatment PFI project. In addition, the report sought approval to submit the Final Business Case (FBC) to the Department for Environment Food and Rural Affairs (Defra), detailed the progress made to date and also outlined the work which was required to progress to the

financial close stage of the Project, including the award of the contract to Veolia.

Copies of an addendum to the submitted report, which added a further recommendation to it had been circulated to Board Members prior to the meeting for their consideration.

The submitted report noted that the current draft of the FBC was designated as exempt under Access to Information Procedure Rule 10.4(3) and was available for Executive Board Members' consideration.

Following consideration of Appendices 2b and 3 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the submission of the Final Business Case (FBC) to the Department for Environment Food and Rural Affairs (Defra) be approved.
- (c) That the submission to Defra of the submitted report, together with the minutes of the 20th June 2012 Executive Board meeting, be approved.
- (d) That the financial implications for the City Council, as set out within appendix 2(a) and the exempt appendix 2(b) of the submitted report be noted, and that approval be given to the expenditure, as set out within appendix 2(a) and exempt appendix 2(b), provided that the total estimated Unitary Charge for the Contract at the date of Financial Close is less than £502,000,000, as set out within paragraph 3.6 of appendix 2(a) of the submitted report.
- (e) That the arrangements detailed at section 5.5 of the submitted report be confirmed, and (for the avoidance of doubt) authority be given to the Director of Environment and Neighbourhoods (or delegate) to exercise the delegated powers, as set out at Part 3 Section 3E of the Constitution regarding PPP/PFI and other Major Property and Infrastructure Related projects, in relation to this Project.
- (f) That the process of achieving financial close, as set out within the submitted report, be approved, including the award of the contract to Veolia ES (Leeds) Limited, which is a wholly owned subsidiary of Veolia ES Aurora Ltd., and:-
 - (i) That it be noted and confirmed that the conditions of the General Disposal Consent are satisfied at the date of this report.
 - (ii) That the disposal of the site at an undervalue in excess of £100,000 be approved.

Minutes approved at the meeting
held on Wednesday, 18th July, 2012

- (iii) That the Director of City Development (or an officer with appropriate delegated powers) be authorised to take all action required to conclude the disposal of the site, including carrying out the actions described at paragraph 4.9 of the submitted report, which may include seeking the consent of the Secretary of State prior to disposal if the circumstances as set out at paragraph 4.9 change.
- (g) That the disposal of an area of land to the north of the site be approved, in order to be used as a temporary construction compound during the construction period at an undervalue in excess of £100,000 and that the Director of City Development (or an officer with appropriate delegated powers) be authorised to take all action required to conclude the disposal of this area of land including lease terms, site location and area.

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

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

10 Response to the Full Council Deputation by Dalia Hawley on behalf of Active Communities Against Trafficking (ACT) Group

The Director of Environment and Neighbourhoods submitted a report responding to the deputation presented to Council on 28th March 2012 by the Active Communities Against Trafficking (ACT) group regarding the role of communities and Local Authorities in stopping Human Trafficking.

The Board provided its unanimous support with regard to the actions detailed within the submitted report which were aimed at tackling the problem of human trafficking.

RESOLVED –

- (a) That the initiative to raise awareness and take action against trafficking be supported.
- (b) That a letter be written to Dalia Hawley to support the campaign and raise with other Councils.
- (c) That, building on the many positive arrangements already in place, the commitment of Leeds City Council and West Yorkshire Police be affirmed with regard to tackling the issue of trafficking people.
- (d) That officers continue to review opportunities to develop and deliver work to address trafficking.
- (e) That consideration be given to possible venues for holding an awareness event in Leeds.

11 Response to the Recommendations of Scrutiny Board (Safer and Stronger Communities) following its Inquiry into Private Rented Sector Housing

The Director of Environment and Neighbourhoods submitted a report responding to the recommendations of the Scrutiny Board (Safer and Stronger Communities), arising from the Scrutiny Board's inquiry into the Private Rented Sector.

Councillor Anderson, as Chair of the Scrutiny Board (Safer and Stronger Communities) attended the meeting and introduced the key issues arising from the Scrutiny Board's Inquiry into Private Rented Sector Housing.

Members welcomed the comprehensive and timely piece of work which had been undertaken by the Scrutiny Board on this issue, and responding to Members' enquiries, it was confirmed that a report would be submitted to the Board in due course providing further details on the approach being taken with regard to Recommendation 1 of the Scrutiny Inquiry report, and highlighting any resource implications arising from it.

RESOLVED –

- (a) That the Inquiry report of the Scrutiny Board (Safer and Stronger Communities) into the private rented sector be accepted.
- (b) That the need to identify resources in order to fully implement recommendation 1 of the Scrutiny Board (Safer and Stronger Communities) be noted.

12 Transfer of cleared sites in Cross Green to Chevin Housing Association

The Director of Environment and Neighbourhoods submitted a report which sought approval to transfer 2 cleared sites in Cross Green to Chevin Housing Association at nil consideration, in order that the development of a new Affordable Housing Scheme could take place.

Responding to an enquiry, officers undertook to provide the Member in question with further details in respect of the specific background information and business case relating to the 2 sites involved, whilst officers also undertook to ensure that in future, similar reports would contain such information for Board Members' consideration, as a matter of course.

RESOLVED – That the transfer of the cleared sites in Cross Green to Chevin Housing Association at nil consideration, as marked upon the appendix to the submitted report, be approved.

13 Tenancy Strategy 2013-2015 and Lettings Policy Review

The Director of Environments and Neighbourhoods submitted a report providing an update on the Council's legal duty to publish a Tenancy Strategy, the draft Tenancy Strategy which had been prepared for the purposes of consultation, the changes that would be required to the Council's lettings

policy in response to the Localism Act and publication of the Code of Guidance on the Allocation of Accommodation, together with the proposed timetable and process for consultation and implementation.

RESOLVED –

- (a) That the draft Tenancy Strategy be consulted upon with key stakeholders.
- (b) That the final versions of the Tenancy Strategy and lettings policy are prepared for consideration by Executive Board in November 2012, taking into account the outcome of the consultation exercise.
- (c) That approval be given to the revised wording of the lettings policy, as outlined within section 3.8.10 of the submitted report.

14 Introduction of the Housing Benefit size criteria in the social rented sector and review of the Council's under occupation incentive scheme

A report was submitted on behalf of Housing Partnerships which outlined the changes being made to Housing Benefit provision and proposed actions which the Council and its partners could take in order to mitigate the adverse impact of the introduction of the Social Sector Size Criteria (SSSC).

By way of introduction to the report, the Executive Member for Neighbourhoods, Planning and Support Services provided some specific details regarding the key implications arising from the introduction of the SSSC. Members then acknowledged the work which had previously been undertaken by the Council to address the issue of under-occupation and discussed the potential impact of the new criteria upon those vulnerable groups within the community, including the over-60s and children and young people, and considered the possible actions which could be taken to try and mitigate such impact.

In conclusion, it was agreed that further to the recommendations within the submitted report, correspondence be forwarded to the relevant Government Ministers and Leeds MPs, highlighting the Council's concerns regarding the introduction of Housing Benefit Size Criteria, with the correspondence being sent on behalf of all Political Groups within the Council, subject to the content being agreed by all Group Leaders.

RESOLVED –

- (a) That the success of the under occupation incentive scheme in releasing over 400 houses since it was introduced in 2008 be noted.
- (b) That the Council's under occupation incentive scheme be temporarily suspended with immediate effect pending a full review, and that the 2012/13 budget identified from the Housing Revenue Account for the under occupation incentive scheme be allocated to meet the Council's commitment to tenants who have already been accepted onto the under occupation incentive scheme, provided they move by 31st March 2013.

- (c) That the Council undertake a full review of the support and incentives that can be offered to under occupying tenants, and following the monitoring of the impact of the SSSC between April and October 2013, a revised scheme proposal be presented to Executive Board in December 2013.
- (d) That correspondence be forwarded to the relevant Government Ministers and Leeds MPs, highlighting the Council's concerns regarding the introduction of Housing Benefit Size Criteria, with the correspondence being sent on behalf of all Political Groups within the Council, subject to the content being agreed by all Group Leaders.

15 Neighbourhood Planning - Management, Support and Protocol Arrangements

The Director of City Development submitted a report providing a general overview and update on the neighbourhood planning process, setting out the requirements and implications for the Council of the Neighbourhood Planning (General) Regulations 2012 and proposing governance and protocol arrangements for neighbourhood planning generally, with specific reference to the preparation of neighbourhood plans. In addition, the report outlined the roles and responsibilities for the Council and local communities at the different stages of the neighbourhood planning process, detailed progress on neighbourhood planning in Leeds, highlighting both the opportunities and the challenges of the new process, presented the contents of the draft neighbourhood planning guidance for approval and outlined how neighbourhood planning could assist the Council with regeneration and service delivery.

The Board considered the range of approaches being taken by communities across Leeds in respect of Neighbourhood Plans. In response to Members' enquiries, officers highlighted the actions which were being taken to ensure that the Council took a proactive approach towards the Neighbourhood Planning agenda, with specific details being provided regarding the allocation of staffing resource. Members noted the involvement of Area Committees in the development of the process.

RESOLVED –

- (a) That the Neighbourhood Planning (General) Regulations 2012, which came into force on 6th April be noted and that a progress report be submitted to Executive Board in 6 months on how neighbourhood planning is working in Leeds.
- (b) That the Neighbourhood Planning Guidance Note, as attached as Appendix 1 to the submitted report, be approved, and that the necessary authority be delegated to the Chief Planning Officer to make any further amendments/formatting.
- (c) That the governance and protocol arrangements, as set out within the submitted report be approved.

- (d) That it be noted that a presentation will be made to Area Committee Chairs outlining the important role that they will have in the neighbourhood planning process.
- (e) That the establishment of a corporate neighbourhood planning steering group be agreed, which will ensure that the support and advice for neighbourhood planning is linked to regeneration, service delivery and the localism agenda generally (paragraph 3.8 of the submitted report specifically refers).
- (f) That it be noted that a citywide neighbourhood planning event(s) will launch the neighbourhood planning guidance note, which will aim to provide support and raise awareness for local Members, local communities and other stakeholders.

16 Design and Cost Report for Passenger Transport Replacement Vehicles

The Director of Resources submitted a report which sought approval to a proposal to purchase twelve new minibuses for Passenger Transport, whilst also seeking authority to incur the related expenditure.

RESOLVED – That the purchase of twelve wheelchair accessible vehicles be approved, to replace twelve vehicles which were originally due for replacement in January 2011, and that authority be given to incur expenditure of £575,000.

CHILDREN'S SERVICES

17 Response to the Full Council Deputation by Mark Swards, Leeds University Union : Widening Participation

The Director of Children's Services submitted a report providing a response to the deputation entitled "Widening Participation" presented to Council on the 28th March 2012 on behalf of Leeds University Union.

Members highlighted the importance of addressing any misconceptions that young people and their families had in respect of the financial arrangements, as such misconceptions could lead to individuals being discouraged from entering higher education.

Further to the recommendations within the submitted report, it was agreed that the Chief Executive write to the universities within Leeds on the actions they are continuing to take to encourage young people from all socio-economic backgrounds to enter into higher education.

RESOLVED –

- (a) That an ongoing dialogue between officers and the universities be supported, in particular through further research into the impact upon Leeds' existing students and younger learners (with the potential to enter higher education) and the completion and success rate of those students enrolled on courses.

- (b) That the range of developments and initiatives to support progression to higher education already put in place be noted.
- (c) That the Board's support be given to the 'Leeds Education Challenge' and the 'Higher Education Access: Rewarding Transforming (HEART)' structures, as the most appropriate vehicles to ensure a co-ordinated approach towards supporting the progression of young people to higher education.
- (d) That support be given to considering this issue as part the work around the Child Friendly City priority to: address the barriers that prevent children and young people from engaging in and enjoying learning.
- (e) That the Chief Executive write to the universities within Leeds on the actions they are continuing to take to encourage young people from all socio-economic backgrounds to enter into higher education.

18 Design and Cost Report - Blenheim Primary School Additional Accommodation

The Director of Children's Services submitted a report which sought approval to proceed with works which would provide additional accommodation at Blenheim Primary School. In addition, the report sought the necessary authority to incur expenditure of £643,984 on phase 2 of the scheme.

RESOLVED –

- (a) That the additional accommodation works at Blenheim Primary School, at an estimated total cost of £643,984, be approved.
- (b) That expenditure of £643,984 from capital scheme number 15822\BLE\000 be authorised.

19 Annual Adoption Agency Report

The Director of Children's Services submitted a report providing details of the work undertaken by Leeds City Council adoption service from April 2011 to March 2012 inclusive. Specifically, the report focussed upon the activity of the service in relation to its compliance with the national minimum standards; the implementation and progression of children's care plans; the service offered to those seeking to adopt and the services offered to those affected by adoption through the provision of adoption support.

A copy of the Adoption Service's Statement of Purpose, dated May 2012, was appended to the submitted report for Members' consideration.

RESOLVED – That the contents of the submitted report be noted and that the Board continues to provide its support towards the work of the Adoption Team, ensuring that our adopted children receive the best possible support.

20 Fostering Service Annual Report

The Director of Children's Services submitted a report informing of the work undertaken by the fostering service between April 2011 and March 2012. The report provided details of the work of the service, its compliance with the national minimum standards, the implementation and progression of children's care plans, the service offered to foster carers and outcomes for children. In addition, the report provided an update on the activity in relation to the recruitment and retention of foster carers, fostering panel activity and developments within the service, whilst highlighting national developments in fostering practice and providing information on the profile of children in care in Leeds.

A copy of the Fostering Service's Statement of Purpose, dated May 2012, was appended to the submitted report for Members' consideration.

Members emphasised the vital role played by foster carers and the need to continue to focus upon the recruitment of new carers across the city.

Responding to Members' enquiries, reassurance was provided that work was commencing via Scrutiny Board (Children's Services) into the services provided by private and independent foster homes throughout Leeds, and the need for the authority to be notified as a matter of course about the existence of such homes.

In addition, the Board received details on the actions being taken in relation to the recruitment of foster carers in Leeds, with specific information provided on the work being undertaken around the impact of the changes to benefit provision upon foster carers, and more generally, the financial incentives provided to them.

RESOLVED – That the contents of the submitted report be noted, and that the Board continues to provide its support towards the work of the fostering service, ensuring our fostered children receive the best possible support.

21 Transfer of Great Preston Primary School site to the Diocese of Ripon & Leeds

The Director of Children's Services submitted a report which sought in principle approval to transfer the land at Great Preston Primary School site to the Diocese of Ripon and Leeds.

RESOLVED –

- (a) That the transfer of Council owned land at the Great Preston Primary School site, as listed within appendix 1 and as set out within the submitted report, be approved.
- (b) That the principal of transferring land to the Diocese be approved on the basis set out within the submitted report, in respect of any further schools in the ownership of the Council and which the Diocese call for, and that the final approval of the terms of such disposals be delegated to the Director of City Development.

LEISURE AND SKILLS

22 Future of Cow Close Library

Further to Minute No. 257, 16th May 2012, the Director of City Development submitted a report outlining proposals for the future of library provision in the Cow Close area.

RESOLVED – That the replacement of the current library provision with increased, targeted mobiles, be agreed, and that the decisions on the future of the venue be delegated to the Director of Environment and Neighbourhoods.

HEALTH AND WELLBEING

23 Response to the Recommendations of Scrutiny Board Safer and Stronger Communities following its Inquiry into Fuel Poverty

The Director of Public Health and the Director of Adult Social Services submitted a joint report responding to two of the recommendations arising from the recent Scrutiny Board (Safer and Stronger Communities) Inquiry into Fuel Poverty in Leeds.

Councillor Anderson, as Chair of the Scrutiny Board (Safer and Stronger Communities) attended the meeting and introduced the key issues arising from the Scrutiny Board's Inquiry into Fuel Poverty.

The Board welcomed the timely piece of work which had been undertaken by the Scrutiny Board on this issue, noted the opportunity for further cross-party working to be undertaken and highlighted that this matter would be picked up by the new Health and Wellbeing Board in due course.

RESOLVED –

- (a) That the Scrutiny Board (Safer and Stronger Communities) Inquiry report into Fuel Poverty, together with recommendations 1 and 10(i) be welcomed as a valuable contribution towards addressing fuel poverty in Leeds.
- (b) That in line with recommendation 1 of the Inquiry report, it be agreed that in the development of the new public health system, fuel poverty be identified as a key priority and used to demonstrate how the Public Health operating arrangements will work in practice.
- (c) That in line with recommendation 10(i) of the Inquiry report, it be agreed that in developing a simple systematic referral pathway across health and council services, a twin track approach will need to be adopted. This will involve:
 - a universal multi-agency referral system to be used across the city by frontline staff linked to other key initiatives, or used in targeted neighbourhoods to support customers to access a wide range of preventative services including affordable warmth, and

- a specialised referral pathway specifically for the referral of clients with an existing health condition to be used by the health and social care integrated teams.

24 Deputation to Council - Leeds LINK regarding Health and Wellbeing Bill and its impact on Leeds

A report from the Director of Adult Social Services was submitted providing a response to the deputation presented to Council on the 28th March 2012 by the Leeds Local Involvement Network (LINK) regarding the Health and Social Care Act 2012 and its impact upon Leeds.

The Board noted the contents of the report and highlighted the importance of acknowledging the concerns which had been raised by the public. The Chair thanked the members of the deputation present for their attendance at the meeting.

RESOLVED –

- That the contents of the submitted report, including the response to the deputation by Leeds Local Involvement Network (LINK), be noted.
- That it be confirmed that the Board is sufficiently assured that the issues raised in the deputation are being addressed.

25 Public Health in Leeds City Council - New Responsibilities

The Director of Public Health submitted a report providing an update on the new responsibilities in respect of public health which would fall within the remit of the Council from April 2013. In addition, the report provided details on the progress made on, and the issues arising from the implementation of the Leeds Public Health Transition Plan, whilst also seeking endorsement of the proposed Operating Model for Public Health in Leeds City Council

Members highlighted the significant opportunities that the Council's new duties would present, whilst the Chief Executive emphasised the need for the Council to make its mark on improving the health of the people of Leeds. In addition, the Board noted the expertise of the public health professionals who would be undertaking the new function, whilst Members were updated upon the progress made in respect of Member development and officer training opportunities within the field of public health.

RESOLVED -

- That the new public health responsibilities coming to the Council after April 2013 as a result of the Health and Social Care Act 2012 be noted.
- That the creation of the Office of the Director of Public Health as an additional Central and Corporate function be endorsed, with the Director of Public Health being operationally accountable to the Chief Executive.
- That the principles behind the Operating Model of the Office of the Director of Public Health be endorsed and that the necessary authority

to progress the transfer of public health functions, staff and resources to the Council be provided.

- (d) That progress made on the Leeds Public Health Transition Plan, the issues raised, national milestones and NHS assurance process, be noted.
- (e) That it be noted that a further report will be made to Executive Board in the autumn which will set out key priorities and actions to be taken within the Joint Health and Well Being Strategy which will reduce health inequalities and improve health and well being for all citywide and within localities.

ADULT SOCIAL CARE

26 The Government's Blue Badge Reform Programme - An Update upon the Impact of Recent Changes

Further to Minute No. 130, 2nd November 2011, the Assistant Chief Executive (Customer Access and Performance) and the Director of Adult Social Services submitted a joint report providing details of the impact of the recent changes brought about by the Government's national blue badge reform programme. In addition, the report sought endorsement of the arrangements established to undertake assessments for blue badges, whilst it also highlighted the actions which were being taken to continue to improve the delivery of the scheme in Leeds.

The Executive Member for Adult Social Care thanked all officers who had been involved in the administration of the new arrangements in respect of the blue badge parking scheme, for the considerable work which had been undertaken on this issue.

A Member made specific comments regarding the practicalities of the assessment process, specifically with regard to the assessment centre and the associated form. In response, such comments were acknowledged and the Board was provided with an update on the current position regarding the location of the assessment centre.

RESOLVED –

- (a) That the progress made in creating and delivering the new Blue Badge scheme in Leeds be noted.
- (b) That the assessment arrangements established in Leeds, as detailed within sections 3.2 to 3.6 of the submitted report, be endorsed.
- (c) That the actions taken to continue to improve the delivery of the scheme in Leeds, as detailed within sections 3.12 to 3.13 of the submitted report, be noted.

27 Procurement of Residential and Nursing Placements (Residential Governance Quality Framework and Fees)

Further to Minute No. 68, 7th September 2011, a report from the Director of Director of Adult Social Services was submitted which sought the necessary authority to proceed with a procurement exercise in regard to the Residential Quality Governance Framework and associated fees for Older Peoples care homes in Leeds.

Members welcomed the cross-party approach which had been taken in respect of this matter, which had led to the proposals detailed within the submitted report.

Following consideration of Appendices 2 and 3 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the Board's agreement be given to the adoption of the quality framework approach and the associated recommended fee structure, as set out within the submitted report, which follows on from the work of the Advisory Board and the extensive collaboration to achieve a new business relationship with Independent Sector providers of residential and nursing care for older people.
- (b) That the Board's agreement be given to the initiation of a procurement process to commence immediately, and that it be noted that the Director of Social Services will take a delegated decision to award the framework contracts in accordance with the Council's scheme of delegations, in order to ensure that the recommended quality framework and fee structure can be implemented from the 1st October 2012.
- (c) That the Board's agreement be given to the proposal that the recommended new monitoring arrangements are put in place in order to assure the intended improvements in quality.
- (d) That the Board's agreement be given to the proposal that the risks and mitigation plans are implemented with regard to the financial risks identified.

28 Design and Cost Report: Capital Expenditure : Proposed Refurbishment of Harry Booth House to an Intermediate Care Facility

Further to Minute No. 67, 7th September 2011, a report from the Director of Adult Social Services was submitted which sought approval to the design proposals for the Harry Booth House Intermediate Care scheme, as described within the submitted report. In addition, the report sought approval to the outline scheme design proposals for the proposed refurbishment of Harry Booth House, a related injection into the Capital Programme, together with the necessary authority to spend.

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

RESOLVED –

- (a) That the outline scheme design proposals for the proposed refurbishment of Harry Booth House, as described in the submitted report, at an estimated total cost of £2,487,000, be approved.
- (b) That an injection of £1,902,000 into existing Capital Scheme No 16493 be authorised, comprising allocated funds of £90,000 from NHSABL, with the balance of £1,812,000 funded via borrowing from the savings identified in the project business case.
- (c) That approval be given to the authority to spend £2,487,000 in order to deliver the scheme, including £675,000 from allocated funds from NHSABL included in Capital Scheme No 16493 on the proposed refurbishment of Harry Booth House to create an Intermediate Care Unit.

RESOURCES AND CORPORATE FUNCTIONS

29 2011/2012 Year End Performance Report

The Assistant Chief Executive (Customer Access and Performance) submitted a report presenting a summary of the year-end (quarter four) performance data for 2011/2012, which provided an update on progress in delivering the Council Business Plan 2011-2015 and the City Priority Plan 2011-2015.

Members noted that the performance data within the submitted report would be considered in detail by the relevant Scrutiny Boards.

Responding to an enquiry, it was undertaken that the Member in question would be provided with the further information which he had requested in respect of 'missed bins'.

RESOLVED – That the contents of the submitted report, together with the performance issues identified, be noted.

30 Financial Performance - Outturn Financial Year ended 31st March 2012

The Director of Resources submitted a report on the Council's financial outturn position for 2011/2012 for both revenue and capital, and also included details in respect of the Housing Revenue Account. In addition, the report presented information on major variations on the revenue account from the provisional outturn reported to the May 2012 Executive Board and also reported on the final position of Schools and the Arms Length Management Organisations (ALMOs). Finally, the report highlighted the current position regarding other key financial health indicators including Council Tax and National Non-Domestic Rates (NNDR) collection statistics, sundry income and prompt payments.

The Board thanked officers for all of their efforts which had led to the Council in achieving its current financial position.

A reference was made to the budgets held by individual schools, and highlighted that further consideration needed to be given to this matter.

RESOLVED – That the contents of the submitted report be noted.

31 Localised Council Tax Support Scheme

The Director of Resources submitted a report which presented a proposal for a local Council Tax Support scheme for 2013/2014. In addition, the report sought approval to undertake a public consultation exercise on the proposed scheme, with the outcomes from the consultation being presented to a future Executive Board along with a recommendation for a local Council Tax Support scheme.

Having noted that the Council was required to adopt a local working age scheme by 31st January 2013, the Board received reassurances regarding the proposed timescales detailed within the submitted report which related to the development and adoption of such a scheme. Further to this, the Board noted that a further report containing the recommendations for the scheme would be submitted to the Board in January 2013, although efforts would be made to submit it to an earlier meeting, if at all possible. Responding to a Member's enquiry, the Board noted that other local authorities were in a similar position to Leeds, with respect to timescales.

RESOLVED –

- (a) That the proposed consultation exercise on the draft Council Tax Scheme, as set out within the submitted report, be approved.
- (b) That approval be given to the inclusion within that consultation (detailed at resolution (a) above) of proposals to amend Council Tax discounts and exemptions schemes for empty properties in Leeds.
- (c) That a report be submitted to Executive Board no later than January 2013, with a recommendation for the local Council Tax Support scheme from 2013/2014 that has considered the responses from the consultation exercise.

DEVELOPMENT AND THE ECONOMY

32 Deputation to Council - Young People Seeking a 20 MPH speed limit on Haven Chase, Cookridge

The report of the Director of City Development submitted a report which responded to the deputation presented to Council on the 28th March 2012 by the Young People of Haven Chase, Cookridge, regarding the provision of a 20mph speed limit.

RESOLVED –

- (a) That a letter be written to Ella Craggs thanking her for her excellent presentation on the traffic issues on Haven Chase, Cookridge, and outlining the manner in which we will meet the request contained in her deputation.
- (b) That the intention to expand the planned proposal for a 20mph scheme covering the Silk Mill area and Tinshill Pupil Referral Unit be noted, so as to incorporate Haven Chase and nearby streets, which will be progressed as part of the forward programme of priority schemes, to expand the coverage of such priority schemes in areas surrounding schools.
- (c) That it be noted that the Council's Speed Indicator Device (SID) is available for the local community to use in order to raise awareness amongst motorists of traffic speed issues both for Haven Chase and other areas of the city.

DATE OF PUBLICATION: 22ND JUNE 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 29TH JUNE 2012

(Scrutiny Support will notify Directors of any items called in by 12.00pm on 2nd July 2012)



FORWARD PLAN OF KEY DECISIONS

1 August 2012 – 30 November 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 August 2012 – 30 November 2012. The Plan is updated monthly and is available to the public 14 days before the beginning of each month.

What is a Key Decision?

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

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

What does the Forward Plan tell me?

The Plan gives information about:

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

Who takes key decisions?

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

Who can I contact?

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

How do I make contact?

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

Leeds City Council - Telephone: 0113 2474357

How do I get copies of agenda papers?

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

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

Telephone: 0113 2474350

Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

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

Where can I see a copy of the Forward Plan?

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

2012/13

17 th May 2012	16 th November 2012
15 th June 2012	17 th December 2012
17 th July 2012	17 th January 2013
17 th August 2012	14 th February 2013
17 th September 2012	15 th March 2013
17 th October 2012	16 th April 2013

About this publication

For enquiries about the Forward Plan of Key Decisions please:

E-mail: cxd.councilandexec@leeds.gov.uk or telephone: 0113 247 4357

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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 फोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फोन पर कुछ देर के लिए इंतज़ार करना होगा) और उस दौरान हम किसी इंटरप्रिटर (दुभाषिए) से संपर्क करेंगे।

(Punjabi):-

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

(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 (انٹر پریٹر) سے رابطہ کریں گے۔

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 August 2012 to 30 November 2012

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Award of contract to Leeds Partnership Foundation Trust for the care and support services to adults with learning disabilities To invoke contract procedure rule 31.4 (to allow waiver of contracts procedure rule 13)	Director of Adult Social Services	1/8/12	Department of Health requirement for 2011/12. The following boards were advised of the requirement: <ul style="list-style-type: none">• Council Executive Board Report 2009• Joint Commissioning Strategic Board April 2009• Leeds Learning Disability Partnership Board 19 June 2009	Report to the Director of Adult Social Services	janet.wright@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
To enter into new contractual arrangements with homecare providers to extend legacy cost and volume provision Request to invoke Contract Procedure Rule 31.1 and to waive Contract Procedure Rule 13 to enter into new contracts with the existing independent service providers.	Director of Adult Social Services	13/9/12	As part of the implementation of the framework contract arrangements two years ago, people in receipt of legacy arrangements cost and volume arrangements were consulted and indicated they wished to retain those legacy arrangements; this decision is therefore directed by that consultation	Report to Director of Adult Social Services	mark.phillott@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Design and Cost report for Passenger Transport replacement vehicles Director of Resources is asked to approve the purchase of twelve wheelchair accessible vehicles, to replace twelve vehicles which were originally due for replacement January 2011.	Director of Resources	1/8/12	There is no requirement for corporate consultation though the drivers have been consulted as to the changes to vehicle specification. If the request is approved, customers will also be consulted as to requirements.	Associated report	julie.hatton@leeds.gov.uk
Yewtree and Rosewood Extra Care Provision To award a contract to Methodist Homes Association to provide 65 housing tenancies for older people residing in the Moor Allerton extra care housing provision	Director of Adult Social Services	1/8/12	Project Board and the Health and Social Care Executive Board Member	Report to the Director of Adult Social Services	susan.gamblen@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Waste Solution for Leeds - Residual Waste Treatment PFI Project - Final Business Case and Contract Award Approve the submission of the Final Business Case (FBC) to DEFRA and approval of contract award including execution of contract documents and all land disposal authorisations for the project.	Director of Environment and Neighbourhoods	1/8/12	Elected Members, LCC Internal Stakeholders, DEFRA (Central Government Sponsoring Department)	Delegated decision report	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk
Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority for approval of the supporting document for Leeds setting out details of the strategy and implementation proposals for Leeds included in the West Yorkshire Local Transport Plan.	Chief Officer (Highways and Transportation)	1/8/12	The document sets out issues and proposals that have been consulted on as part of the Local Transport Plan preparation process which has included Members and stakeholders	Delegated decision report	andrew.hall@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
S106 Thorpe Lane / Bradford Road Junction Permission to finance construction of the Thorpe Lane scheme, an intrinsic part of the S106 agreement with the Sharpe Lane, Middleton Development.	Chief Officer (Highways and Transportation)	1/8/12	Member consultation, Stage 2 Safety Audit and internal consultation has taken place	Report	Sabby.khaira@leeds.gov.uk
Request authorisation from the Director of Environment and Neighbourhoods to implement the procurement recommendations for the floating support services resulting from the conclusion of the Homeless Sector Review The total cost for these floating services is approximately £2.2 million per annum. It is anticipated that efficiencies will be made through remodelling and tendering activity.	Director of Environment and Neighbourhoods	1/8/12	Consultation has been undertaken with key stakeholders as part of the Sector Review process.	Report to be presented to Delegated Decision Panel	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
LTP Highway Maintenance Additional Funding To inject external funding in to the capital programme, seek authority to spend and approve the highway maintenance work to be delivered with this money.	Chief Officer (Highways and Transportation)	1/8/12	Councillors will be informed of work to be done in their ward on this programme. Funding has already been approved by WYPTA for specific schemes.	Report to Chief Officer (Highways and Transportation)	andrew.bellamy@leeds.gov.uk
A653 Dewsbury Road junction with A6029 Rein Road, Tingley - Proposed pedestrian crossing facilities To seek approval to incur expenditure and undertake the detailed design and implementation of a pedestrian crossing on the A653 Dewsbury Road junction with A6029 Rein Road, Tingley.	Chief Officer (Highways and Transportation)	1/8/12	Morley South Ward Members	None	nick.borras@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Kendal Carr, Holborn Court and Cockcroft House Sheltered Housing - Request for approval for Permanent Suspension of Lettings and Disposal Approval to close 3 x Sheltered Housing Schemes	Director of Environment and Neighbourhoods	1/8/12	Informal and formal consultations have and continue to be undertaken with customers, Ward councillors, E&N, and Local Housing Performance staff, stakeholders.	WNWhL Executive Decision Panel Report	jeff.dembickjy@leeds.gov.uk
Bereavement Services Charges To increase burial and cremation charges by 4.5%.	Director of Environment and Neighbourhoods	1/8/12	Executive Member for Environmental Services, Core City comparison.	Report to accompany delegated decision will be prepared in due course.	sean.flesher@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to invoke contract procedure rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St Anne's Community Services for six Learning Disability supported living services at a total contract value of Authorisation to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contact with ST Anne's Community Services for six Learning Disability supported living services at a total contract value of £724,849.91 per annum.	Director of Environment and Neighbourhoods	1/8/12	Invocation of extension to existing contract previously authorised to ensure continuity of service delivery. Service will be subject to review and possible remodelling during 2013 as part of the forthcoming Sector Review of supported living services for people with learning disability.	Report to be presented to Delegated Decision Panel	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies Request to implement a framework contract arrangement for provision of Supervised Consumption service in Pharmacies	Director of Environment and Neighbourhoods	1/8/12	None	Delegated Decision Report	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
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	1/8/12	n/a	Report to be presented to the Commissioning Body and the Director	neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Request to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St. Anne's Community Service's for Ex-Trust Group Homes at a total contract value of approximately £442,460.32</p> <p>Authorisation to invoke Contract Procedure Rule 25.1 to allow the invocation of the 1 year extension period, to the existing 2(+1) contract with St. Anne's Community Service's for Ex-Trust Group Homes at a total contract value of approximately £442,460.32 per annum</p>	Director of Environment and Neighbourhoods	1/8/12	<p>Consultation Invocation of extension to existing contract previously authorised to ensure continuity of service delivery. Service will be subject to review and possible remodelling during 2013 as part of forthcoming Sector Review of supported living services for people with a Learning Disability.</p>	Report to be presented to Delegated Decision Panel	Neil Evans, Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Construction Skills Commissioning	Director of City Development	1/8/12	Jobcentre Plus, Members, existing/potential providers	Delegated decision report	jane.hopkins@leeds.gov.uk
New Farnley Village Design Statement (VDS) Approval of the New Farnley Village Design statement so that it can be formally adopted as a Supplementary Planning Document (SPD) within the Leeds Development Framework.	Chief Planning Officer	1/9/12	The document has undergone significant local consultation which had shaped the aspirations within it. A representations statement and EIA will be published alongside the VDS.	New Farnley VDS	gareth.read@leeds.gov.uk
Collection of debts other than local taxation Approval of write offs for debts other than local taxation for period 1 st April 2011 to 31 st March 2012.	Director of Resources	1/8/12	Heads of Finance	Report on values and type	david.levitt@leeds.gov.uk
Collection of Local Taxation Approval of Council Tax and Business Rate write offs for period 1 st October 2011 to 31 st March 2012.	Director of Resources	1/8/12	Chief Financial Officer	Report on values and type	david.levitt@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Collective Agreement Offer Part 1 and Part 2 Changes to Working Practices as outlined in accompanying sheet	Director of Resources	1/8/12	Through existing trade union consultation and negotiation arrangements with GMB, UNISON, UCATT and UNITE	Collective agreement offer Part 1 and Collective agreement Offer Part 2	jane.stageman@leeds.gov.uk
FIRE SAFETY WORKS IN SCHOOLS 2012/13 Approval of a programme of fire safety works in Hugh Gaitskell, Pool C/E, Wetherby St James and Bramley St Peters C/E Primary Schools. This work is to commence during the 2012/13 financial year, and the associated approval to incur expenditure.	Director of Children's Services	1/8/12	Consultation with schools.	Design and Cost report (to be submitted)	alex.macleod@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Leeds Community Learning Programme 2012-13 Award of contract(s) following a procurement exercise, to deliver Community Learning provision from August 2012 (Formal First Step and Community Learning funding)	Director of City Development	30/8/12	Consultation has taken place with the Executive Member Leisure and Skills and the Executive Board Member, formerly Neighbourhoods, Housing and Regeneration. There has been specific internal consultation with Children's Services and City Development and external partners including Jobcentre Plus, the Skills Funding Agency, training providers and local FE/HE representatives	None	sue.wynne@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Troubled Families Programme Approval of initial spending profile for Troubled Families programme. Approximately £2.3 million will be made available to Leeds from the DCLG in 2012/13 to work with families to positively impact on a range of issues including worklessness, crime, anti-social behaviour and school attendance.</p>	<p>Director of Children's Services</p>	<p>1/9/12</p>	<p>Consultation on the direction of travel of the troubled families programme, including an outline of an options appraisal for spending have been presented to Corporate Leadership Team, Children's Service Leadership Team, Children's Trust Board, Safer Leeds Executive and the Troubled Families Programme Board.</p>	<p>Programme Board Mandate, Troubled Families Financial framework, Options Appraisal (to follow)</p>	<p>jim.hopkinson@leeds.gov.uk</p>
<p>Provision of Transport for Leeds City Council Staff engaged on Council Business To agree the award of Tender for the Provision of Transport for Leeds City Council Staff engaged on Council Business</p>	<p>Chief Officer Resources and Strategy</p>	<p>1/9/12</p>	<p>Planning Policy and Improvement, Procurement Unit, Chief Officer concerned</p>	<p>Tender Submissions</p>	<p>suzanne.hopes@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Tender the existing outdoor advertising estate To approve the tender process.	Chief Asset Management Officer	1/8/12	None	Property Panel Reports	chris.gomersall@leeds.gov.uk
The adoption of the Rawdon Cragg Wood Conservation Area Appraisal and Management Plan The adoption of the Rawdon Cragg Wood Conservation Area Appraisal and Management Plan	Chief Planning Officer	1/8/12		Rawdon Cragg Wood Conservation Area Appraisal and Management Plan	andrew.graham@leeds.gov.uk
Extension of Disrepair and Shops Maintenance Contract Agreement to final 12 month extension as provided for under 2008 procurement exercise.	Director of Environment and Neighbourhoods	1/8/12	None	Contract Extension Report	david.purdy@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Advocacy Consortia Model To approve request to invoke Contracts Procedure Rule 31.1 to waive Contract Procedure Rule 13 to enter into a contract with the Advonet from 1st April 2013 to 31st March 2016.</p>	<p>Director of Adult Social Services</p>	<p>1/8/12</p>	<p>The joint advocacy review in 2009 included extensive consultation with service users and demonstrated that there is a strong case for advocacy services but that they were working under pressure and in some cases lacked resources to be able to extend their services. Since this time there has been ongoing consultation with advocacy providers and their customers, including involvement of management steering groups. ASC, NHS, ABL and Advocacy providers have worked closely together to develop this model in order to ensure it is fit for purpose and will continue to do so. A 'Briefing Paper' was presented to Councillors on January 27th 2012 outlining the action undertaken to date and the future plans for short term, issue based independent advocacy in the city. Throughout the duration of the contract consultation will take place with customers and stakeholders to assess the effectiveness of the service.</p>	<p>Waiver Report</p>	<p>mick.ward@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Young Carers Service Delegated decision required to award a new contract following conclusion of a procurement exercise.	Director of Children's Services	1/8/12	Consultation was undertaken with young carers prior to development of the service specification.	Award report to be presented at delegated decision panel	paul.bollom@leeds.gov.uk
Contract with Leeds Community Healthcare Request to waive contracts procedure rule 13 and enter into a new contract with Leeds Community Healthcare	Director of Children's Services	1/8/12	n/a	Waiver Report	paul.bollom@leeds.gov.uk
Morley Conservation Area To amalgamate and extend the Morley Town Centre and Morley Dartmouth Park Conservation Area into the Morley Conservation Area and adopt the Morley Conservation Area Appraisal and Management Plan as non-statutory planning guidance	Chief Planning Officer	1/8/12	Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and Other bodies	Report and Morley Conservation Area Appraisal and Management Plan	phil.ward@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Occupational Health Services and Complementary Framework Services Award of contracts	Director of Resources	1/8/12	Subject to Call in	Award Report	kathryn.tarrant@leeds.gov.uk
Learning Disability Day Service Modernisation Refurbishment of Bramley Fulfilling Lives Building Release/authority to spend £250K Capital for Refurbishment of Bramley Fulfilling Lives Building	Director of Adult Social Services	1/8/12	Extensive consultation has taken place over the last 3 years with service users, carers, staff and Elected Members as part of the Learning Disability Day Service Modernisation programme	DDP Report and EDCI Impact Assessment	andrew.rawnsley@leeds.gov.uk
Youth Inclusion Projects, Inclusion Service, Substance Misuse Treatment To agree the waiver of contracts procedure rule 13 to enter into contracts for the provision of: Youth Inclusion Projects, Inclusion Services, Substance Misuse Treatment.	Director of Children's Services	1/8/12	Children's Services Directorate, Procurement Unit, Chief Officer Concerned	Proposals from the existing contracted providers	iain.dunn@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Leeds 10 Primaries PFI Project (PFI-10) - Outcome of TUPE Negotiations Recommendation that the Director of Children's Services approves this one off payment (actual figure to be confirmed within Decision Report) in respect of the TUPE settlement submitted through the 10 Primaries PFI Project.	Director of Children's Services	1/8/12		LCC Decision Report/TUPE Reconciliation Data (Spreadsheet)	nigel.wilson@leeds.gov.uk/ matthew.cooper@leeds.gov.uk
Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1 st March 2012 with the option to extend for a further 2 years if so required.	Director of City Development	1/8/12	Parks and Countryside, Procurement Unit.	Tender Returns	martin.wright@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Reinstatement works following fire damage at Temple Newsam Farm Authority to spend from insurance fund	Director of City Development	1/8/12	Corporate Procurement Unit, Insurance Section, Ward Members, Executive Member for Leisure	Design and Cost Report	anne.chambers@leeds.gov.uk
ICT Services - Invest To Save Initiatives Invest in a range of initiatives to deliver services more efficiently and save the council money in the long term. Replace the IT Asset Management software with a more efficient product and so better manage the estate. Continue the programme of server virtualisation and so create a more efficient and supportable environment. Start to look at 'cloud' service options as a consumer and potentially a provider. Further develop more 'Bring Your Device' options.	Chief ICT Officer	1/8/12	ICT Commissioning Board, departmental and member communication ongoing and planned. Strategic Investment Board	Invest To Save Business Case & DDN, SIB Report.	david.maidment@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Youth Contract: Support for 16-17 year olds who are not in education, Employment or Training To approve £815k of fully funded expenditure into the Children's Services 12-13 budget.</p>	<p>Director of Children's Services</p>	<p>1/8/12</p>	<p>Elected Members</p>	<p>Funding Letter</p>	<p>ken.morton@leeds.gov.uk</p>
<p>The Manufacture, Supply and Installation of Passenger Lifts, Stair Lifts and through the Floor Lifts to Leeds City Council Buildings Property Maintenance's procurement exercise for the award of a framework contract for the manufacture. Supply and installation of passenger lifts, stair lifts and through the floor lifts to Leeds Council Buildings</p>	<p>Chief Commercial Services Officer</p>	<p>1/8/12</p>	<p>None</p>	<p>The award report from the tender process</p>	<p>sarah.martin@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Travel Plan SPD Approve Travel Plan Supplementary Planning Document as adopted part of the Local Development Framework.	Executive Board (Portfolio: Development and the Economy)	5/9/12	The draft SPD has gone through significant internal consultation and a full statutory external consultation. Amendments have been made to the SPD as a result of these conditions.	The report to be issued to the decision maker with the agenda for the meeting	nathan.huntley@leeds.gov.uk
City Centre Water Features Future management of water features in City Centre	Executive Board (portfolio: Development and the Economy)	5/9/12	Local Ward Members (City & Hunslet) and businesses who may be effected by the decision taken.	The report to be issued to the decision maker with the agenda for the meeting	roy.coello@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Resident Permit Parking Policy To approve the draft Resident Permit Parking Policy	Executive Board (Portfolio: Development and the Economy)	5/9/12	The report is based on the current working practices developed following the consultation on specific schemes and has been discussed with the Executive Member for City Development. Individual scheme reports would still require approval from the Highways and Transportation Board which details the community consultation on a scheme.	The report to be issued to the decision maker with the agenda for the meeting	Derek Howell howard.claxton@leeds.gov.uk
NGT - update on progress and spending approvals Update on progress / approval to spend	Executive Board (Portfolio: Development and the Economy)	5/9/12	Extensive consultation already undertaken	The report to be issued to the decision maker with the agenda for the meeting	andrew.wheeler@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Outcome of consultation on expansion of school places for 2014 Permission to publish statutory notices for the proposals</p>	<p>Executive Board (Portfolio: Children's Services)</p>	<p>5/9/12</p>	<p>The report will summarise the formal statutory 6 week consultation period held 11 June to 27 July 2012 with prescribed consultees and other local stakeholders. This includes area committees and all ward members city wide.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>stuart.gosney@leeds.gov.uk</p>
<p>Waste Management - Replacement of Household Waste Site (HWSS) Vehicles Approval to purchase up to 7 new HWSS vehicles from the Vehicle Replacement Programme</p>	<p>Executive Board (Portfolio: The Environment)</p>	<p>5/9/12</p>	<p>Fleet Services, Procurement and Waste Management Drivers (vehicle users)</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Rachel Chadwick chris.tomlinson@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Learning Disability Day Service Modernisation Refurbishment of Rothwell Fulfilling Lives Building Release / authority to spend £1,100,000 Capital for refurbishment of Rothwell Fulfilling Lives Building</p>	<p>Executive Board (Portfolio: Adult Social Care)</p>	<p>5/9/12</p>	<p>Extensive consultation has taken place over last 3 years with service users, carers, staff and Elected Members as part of the learning Disability Day Service Modernisation programme; further consultation will take place including Ward Members</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>andrew.rawnsley@leeds.gov.uk</p>
<p>Monthly Financial Health report 2012/13 In noting the financial position for the month for the Authority, a decision will be required as to the treatment of any variation identified.</p>	<p>Executive Board (Portfolio: Leader of Council)</p>	<p>5/9/12</p>		<p>The report which will be issued to the decision maker with the agenda for the meeting</p>	<p>Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Monthly Financial Health report 2012/13 In noting the financial position for the month for the Authority a decision will be required as to the treatment of any variation identified	Executive Board (Portfolio: Leader of Council)	17/10/12		The report to be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk
Proposed Hotel alongside the Arena, Clay Pit Lane, Leeds 2 Approval in principle to leasing a site for the development of a hotel alongside the Arena, Clay Pit Lane, Leeds 2	Executive Board (Portfolio: Development and the Economy)	17/10/12	Ward Members, Executive Member	The report to be issued to the decision maker with the agenda for the meeting	richard.fenton@leeds.gov.uk
Leeds LGBT Friendly City To consider and approve options and proposals on how Leeds can be an LGBT Friendly City	Executive Board (Portfolio: Leader of Council)	17/10/12	Individual options may be subject to consultation when approved	The report to be issued to the decision maker with the agenda for the meeting	leir.yeung@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Tropical World Refurbishment To approve the design and cost report for the proposed Tropical World refurbishment	Executive Board (Portfolio: The Environment)	17/10/12	Consultation will commence once Executive Board have agreed in principle to inject funds into a capital scheme	The report to be issued to the decision maker with the agenda for the meeting	sean.flesher@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Outcome of competitions for two new primary schools To determine the outcome of the competitions held to open two new primary schools.	Executive Board (Portfolio: Children's Services)	17/10/12	The competitions were approved following formal statutory consultation held 12 Sep – 11 Oct 2011. This included consultation with and members directly and through area committees, and with all other stakeholders. Following the competition, a statutory notice was published describing the bids received, and advertised to ward members and all other stakeholders. A public meeting was held during the notice period, to allow members of the public and other stakeholders to find out more about the bids. Information on the views expressed during that notice period form the basis of the report.	The report to be issued to the decision maker with the agenda for the meeting	stuart.gosney@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Monthly Financial Health Report 2012/13 In noting the financial position for the month for the Authority a decision will be required as to the treatment of any variation identified.</p>	<p>Executive Board (Portfolio: Leader of Council)</p>	<p>7/11/12</p>		<p>The report will be issued to the decision maker with the agenda for the meeting</p>	<p>doug.meeson@leeds.gov.uk</p>
<p>Holt Park District Centre 1) Approval to the Draft Informal Planning Statement as a guide to future development proposals for this site. 2) Approval to commence public consultation on the draft Informal Planning Statement</p>	<p>Executive Board (Portfolio: Development and the Economy)</p>	<p>7/11/12</p>	<p>Executive Member for Development and the Economy and Ward Members</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>ben.middleton@leeds.gov.uk</p>

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 one or more wards

Executive Board Portfolios

Executive Member

Leader of Council

Councillor Keith Wakefield

Deputy Leader and Executive Member for
Children's Services

Councillor Judith Blake

Deputy Leader and Executive Member for
Neighbourhoods, Planning and Support
Services

Councillor Peter Gruen

Executive Member for Leisure and Skills

Councillor Adam Ogilvie

Executive Member for Development and the
Economy

Councillor Richard Lewis

Executive Member for the Environment

Councillor Mark Dobson

Executive Member Adult Social Care

Councillor Lucinda Yeadon

Executive Member for Health and Well Being

Councillor Lisa Mulherin

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

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Budget	Council	February 2013	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)
Children & Young People's Plan (includes Children and Families City Priority Plan and Youth Justice Plan)	Council	July 2013	Via Executive Board, Scrutiny Board (Children and Families), Leeds Initiative Board, Children's Trust Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
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)

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Development Plan documents	Council		Via Executive Board, Scrutiny Board (Regeneration)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Plans and alterations which together comprise the Development plan	Council		Via Executive Board, Scrutiny Board (Regeneration)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Licensing Authority Policy Statement (Gambling Policy)	Council	November 2012	Via Executive Board, Scrutiny Board (Resources and Council Services), Licensing Committee, stakeholders, general public, Ward Members, current licensees	Report to be issued to the decision maker with the agenda for the meeting, including the new policy, consultation report and relevant sections from the Gambling Act 2005.	Director of Resources
Insertion of Large Casino Section	Council	18 th January 2012			
Health and Wellbeing City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Health & Wellbeing and Adult Social Care), Leeds Initiative Board, Health and Wellbeing Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Care

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
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
Sustainable Economy and Culture City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Sustainable Economy and Culture), Leeds Initiative Board, sustainable Economy and Culture Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Housing and Regeneration City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Regeneration), Leeds Initiative Board, Housing and Regeneration Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Local Flood Risk Management Strategy	Council		Via Executive Board, Scrutiny Board (Sustainable Economy and Culture)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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.

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