



SCRUTINY BOARD (HOUSING AND REGENERATION)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 29th October, 2013 at 10.00 am

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

MEMBERSHIP

Councillors

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

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

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A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 24 SEPTEMBER AND 10 OCTOBER 2013</p> <p>To confirm as a correct record, the minutes of the meetings held on 24 September and 10 October 2013.</p>	1 - 6

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7			<p>THE LOCAL GROWTH FUND AND DEVOLUTION OPPORTUNITIES FOR LEEDS CITY REGION</p> <p>To consider a report of the City Region Partnership on the Leeds City Region Local Enterprise Partnership's response to the government's announcement of the Local Growth Fund, and the potential opportunities this presents for the devolution of funding to our City Region.</p> <p>Roger Marsh the Chair of the Leeds City Region Partnership has accepted an invitation to attend today's meeting to discuss areas of concern and respond to Members questions.</p> <p>Councillor Rafique, Chair of the Sustainable Economy and Culture Scrutiny Board has also accepted an invitation to attend today's meeting to participate in the discussion and identify any areas that might require further scrutiny from his Board's perspective.</p>	7 - 10
8			<p>FINANCIAL POSITION STATEMENT 2013/14 - CITY DEVELOPMENT AND ENVIRONMENT AND HOUSING DIRECTORATES</p> <p>To consider a joint report from the Director of City Development and Director of Environment and Housing providing Members with a financial position statement of the City Development and Environment and Housing Directorate's in relation to this Board's responsibilities at period 5 of the financial year 2013/14.</p>	11 - 18
9			<p>FORMAL RESPONSE AND RECOMMENDATION TRACKING - PRIVATE RENTED SECTOR HOUSING</p> <p>To consider a report of the Head of Scrutiny and Member Development outlining the formal response of Executive Board following the Scrutiny Board's review of private rented sector housing.</p>	19 - 32

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p>WORK SCHEDULE</p> <p>To consider a report of the Head of Scrutiny and Member Development on the Board's work schedule for 2013/14.</p>	33 - 54
11			<p>DATE AND TIME OF NEXT MEETING</p> <p>Tuesday, 26 November 2013 at 10.00am (Pre-meeting for all Board Members at 9.30am)</p>	

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Agenda Item 6

SCRUTINY BOARD (HOUSING AND REGENERATION)

TUESDAY, 24TH SEPTEMBER, 2013

PRESENT: Councillor J Procter in the Chair

Councillors D Collins, D Coupar, C Gruen,
M Iqbal, S Lay, V Morgan, D Nagle,
C Towler and G Wilkinson

20 Late Items

There were no late items of business to consider.

21 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

22 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillor P Grahame and J Cummins. It was reported that Councillors D Coupar and C Gruen were in attendance as their respective substitute Members for this meeting.

23 Minutes - 8 August 2013

RESOLVED – That the minutes of the meeting held on 8 August 2013 be confirmed as a correct record.

24 Notes of the Directorate's Working Group meetings on Student Accommodation - 28 June and 9 July 2013

Members received notes of the Directorate's Working Group meetings on student accommodation held on 28 June and 9 July 2013.

The Executive Board Member for Neighbourhoods, Planning and Support Services, Councillor P Gruen reported on the current position. He stated that a report had been submitted to the Executive Board on 4 September 2013 outlining the reasoning for the amendment to Core Strategy Policy H6, relating to Purpose Built Student Accommodation (PBSA).

Whilst recognising that the scrutiny process uses working groups on a regular basis to speed the process the Executive Board Member and the Scrutiny Board expressed the view that the scrutiny process was sometimes inflexible when matters had to be dealt with extremely urgently.

RESOLVED

- (i) That the notes of the Directorate's Working Group meetings on student accommodation held on 28 June and 9 July 2013 be received.

Draft minutes to be approved at the meeting
to be held on Tuesday, 29th October, 2013

- (ii) That the Head of Scrutiny and Member Development be advised of the Scrutiny Board's views that the scrutiny process was sometimes inflexible when extremely urgent matters had to be dealt with.

25 Council approach in dealing with off-site affordable housing contributions

The Scrutiny Board considered a joint report of the Director of City Development and Director of Environment and Housing which was requested at its meeting in June 2013 on the Council's policies and approach to determining when an affordable homes contribution from a development is taken as a commuted sum in another part of the city and who is consulted on the proposal on Council owned and non-Council owned land.

The report considers the approach set by national and local policy in relation to commuted sums in particular to Protected Areas of Search (PAS) sites which were reported in March 2013 to the Executive Board.

Councillor Peter Gruen, Executive Board Member, Neighbourhoods, Planning and Support Services, Phil Crabtree, Chief Planning Officer and Robin Coghlan, Team Leader Policy, were present for this item.

In brief summary, the main areas of reference and discussion were the:

- National Planning Framework and the Core Strategy.
- Report to Executive Board on Housing Investment Land – a Strategic Approach to Delivery.
- Robustness of the affordable housing process.
- Stages of the process where Ward Members were consulted on all Section 106 agreements including affordable housing.
- Definition of Viability and Needs assessments.
- Clarification that the definition of need applies on a city wide basis.
- Use of commuted sums as a lever for investment in the inner area.
- Introduction of a planning protocol.
- Needs for more green space in the inner areas.
- Training for Members on what affordable housing means, how the numbers were calculated and how it worked elsewhere?
- Brownfield sites owned and identified by the Council for redevelopment and the many sites in the city owned by external organisations including the NHS and Railtrack that would remain undeveloped.
- Approach that has been made to the Homes and Community Agency to de-risk brownfield sites to make them shovel ready for development.

RESOLVED – That the joint report of the Director of City Development and Director of Environment and Housing on the Council approach in dealing with off-site affordable housing contributions including commuted sums be noted.

(Councillor M Iqbal attended the meeting at 10.50am during consideration of this item.)

26 Reference to Work Schedule

In anticipation that the Executive Board Member may leave the meeting the Chair referred briefly to item 10 of the agenda and in particular the request by Executive Board to review the Gypsy and Traveller Accommodation data published in 2008 and any fresh data that might be relevant. A useful discussion ensued and the Board agreed to clarify its position in consideration of its work schedule later in the meeting.

27 Council Policy on the Provision of Cookers to Tenants

The Scrutiny Board considered a report of the Director of Environment and Housing on the Council's position in relation to the provision of cookers and fridges to tenants.

Councillor Peter Gruen, Executive Board Member, Neighbourhoods, Planning and Support Services, John Statham, Head of Housing Partnership and Lorraine Wright, Services Manager – Relationship Manager, were present for this item.

In brief summary, the main areas of reference and discussion were the:

- Confirmation that Council tenancies were currently let on an unfurnished basis.
- Council reserve the right under the terms of the tenancy to offer additional services which would be the subject of a charge.
- Local Welfare Support Scheme introduced by the Council in April 2013 which provides support for families and vulnerable people faced with unforeseen difficulties and emergency situations.
- Furniture Re-Use schemes.
- Need for further work to be undertaken to;
 - (a) Identify the cost of providing, maintaining and servicing cookers and fridges to Council tenants;
 - (b) Consider an eligibility criterion that might apply;
 - (c) Determine the level of service charge that would apply and whether housing benefit would cover such charges;
 - (d) Identify the benefits and risk of provision and any best practice from other local authorities.
 - Role of the annual tenancy review as a mechanism for identifying vulnerable tenants.
 - Tenancy Scrutiny Panel

RESOLVED –

- (i) That the report of the Director of Environment and Housing on the Council's position in relation to the provision of cookers and fridges to tenants be noted.
- (ii) That a further report be considered by this Scrutiny Board from the Director of Environment and Housing on the potential for developing a

scheme that would provide cookers and fridges to those tenants in need.

- (iii) That the Scrutiny Board is scheduled to receive an update on the implementation and operation of the new housing management arrangements at its meeting on 26 November 2013 and that the report also includes details of the annual tenancy visits and the Tenancy Scrutiny Panel.

28 Work Schedule

A report was submitted by the Head of Scrutiny and Member Development which set out in Appendix 1 the Scrutiny Board's work programme for the current municipal year.

Attached as appendix 2 to the report was a copy of the minutes of the Executive Board meeting held on 4 September 2013.

The Chair requested that an update on the Community Infrastructure Levy be incorporated into the Board's work schedule.

The Board discussed further the request by the Executive Board to review the Gypsy and Traveller Accommodation data published in 2008 and any fresh data that might be relevant.

RESOLVED –

- (i) That the Board's current work schedule be noted and updated to reflect the issues identified during today's meeting or raised by Members between meetings.
- (ii) To note the minutes of the meeting of the Executive Board held on 4 September 2013.
- (iii) That in view of the short timescales involved the Director of Environment and Neighbourhoods submit a report on the Leeds Gypsy and Traveller Pitch Requirement Study for consideration at an additional meeting of the Scrutiny Board to be arranged early in October 2013.

29 Date and Time of Next Meeting

Tuesday, 29 October 2013 at 10.00 a.m. (Pre-meeting for all Board Members at 9.30 a.m.)

(The meeting concluded at 11.51am)

SCRUTINY BOARD (HOUSING AND REGENERATION)

THURSDAY, 10TH OCTOBER, 2013

PRESENT: Councillor J Procter in the Chair

Councillors B Atha, D Collins, J Cummins,
P Grahame, V Morgan, D Nagle, C Towler
and G Wilkinson

30 Late Items

There were no late items of business to consider.

31 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

32 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillor S Lay and Councillor M Iqbal.

33 Gypsies and Travellers Pitch Need Assessment

The Scrutiny Board considered a report of the Director of Environment and Housing on the Gypsies and Travellers Pitch Needs Assessment which was requested at its last meeting on 24 September 2013.

The report considered the validity of the 2008 West Yorkshire Gypsy and Traveller Accommodation Assessment (GTAA) in respect of assessing Gypsy and Traveller pitch requirement and looked in detail at the methodology that had been applied in developing an alternative approach; the Gypsies and Travellers Pitch Needs Assessment.

Councillor Peter Gruen, Executive Board Member, Neighbourhoods, Planning and Support Services, Rob McCartney, Head of Housing Support and Nahim Mehmood-Khan, Project Manager were present for this item.

In brief summary, the main areas of discussion were the:

- Legal responsibilities and advice.
- West Yorkshire Gypsy and Traveller Accommodation Assessment (GTAA).
- Gypsies and Travellers Pitch Needs Assessment (GTPNA).

During discussion of this matter it was moved by Councillor Atha, seconded by Councillor Nagle that paragraphs 4.1 to 4.4 of the submitted report be supported by this Board.

Draft minutes to be approved at the meeting
to be held on Tuesday, 29th October, 2013

Upon being put to the vote this motion was declared lost.

A further motion was moved by Councillor J Procter, seconded by Councillor Wilkinson that the recommendation in the report to note the content of the report be supported by this Board.

Upon being put to the vote this motion was carried and it was,

RESOLVED – That the content of the report be noted.

Under the provisions of Council Procedure Rule 16.5 Councillor P Grahame required it to be recorded that she had abstained from voting on the motions put.

(Councillor V Morgan attended the meeting at 9.55am and Councillor J Cummins attended at 10.15am during consideration of this item.)

(Councillor C Towler left the meeting at 10.25am and Councillor P Gruen left at 10.30am during the consideration of this item.)

34 Date and Time of Next Meeting

Tuesday, 29 October 2013 at 10.00 a.m. (Pre-meeting for all Board Members at 9.30 a.m.)

(The meeting concluded at 10.55am)



Originators: Nigel Guy, Sally Hinton

Leeds City Region Secretariat

Report to: Scrutiny Board (Housing and Regeneration)

Date: 29 October 2013

**Subject: THE LOCAL GROWTH FUND AND DEVOLUTION
OPPORTUNITIES FOR LEEDS CITY REGION**

1. Purpose

- 1.1 To outline the Leeds City Region Local Enterprise Partnership's response to the government's announcement of the Local Growth Fund, and the potential opportunities this presents for the devolution of funding to our City Region.

2. Recommendations

- 2.1 Members are requested to note the report.

3. Background

- 3.1 Following the 2012 review of economic growth by Lord Heseltine, the government responded with the announcement of the **Local Growth Fund**, to be established in April 2015. The broad outline of the Fund was announced in the Chancellor's Spending Review for 2015-16, set out to Parliament on 26 June. Further detailed guidance for Local Enterprise Partnerships (LEPs) was issued on 25 July.
- 3.2 The Leeds City Region Leaders Board met on 6 June, prior to the full announcement of the details of the Local Growth Fund. It will meet again on 10 October, which is after this paper has been finalised. Any relevant conclusions from the October Leaders meeting will be reported verbally to the Committee.

4. The Strategic Economic Plan and the Growth Deal process

- 4.1 The Local Growth Fund process continues the direction of travel, established in the 2012 City Deal, of greater devolution of powers and resources to LEP areas. The key difference on this occasion is that the process will be more delivery-focused at the time of submission as we are required to include fully-costed projects and programmes.

- 4.2 **The size and composition of the Local Growth Fund.** The Local Growth Fund (LGF) will amount to £2bn for the financial year 2015-16, and will continue to be at least £2bn in each subsequent year of the next Parliament, subject to the Spending Review that will follow the next General Election. Around 75% of the first year's allocation is capital, with the remainder as revenue funding.
- 4.3 Out of the £2bn for 2015-16, around half will be pre-allocated to each LEP area, leaving the remaining £1bn truly open for competition. Government has also indicated that up to £1bn per year for the subsequent five years could be allocated to multi-year capital programmes.
- 4.4 Members may be aware that two elements of the LGF in particular have been top-sliced from council budgets: £200m from the Integrated Transport Block and £400m from the New Homes Bonus.
- 4.5 The overall **timetable** for the establishment of the LGF in April 2015 stipulates that each LEP must submit its Strategic Economic Plan by the end of March 2014. Growth deal negotiations with government will then be completed and an LGF offer made to each area before the Parliamentary recess in July. The first draft of the Plan has to be submitted to government just before Christmas. The LEP Board will have final sign-off of the Leeds City Region Strategic Economic Plan (please note that eight City Region Leaders are members of the Board, including Cllr Wakefield).

5. **The assessment of Strategic Economic Plans**

- 5.1 There are three key pillars on which each LEP's Strategic Economic Plan will be assessed by government:
- **the strategic case** – our ambition and rationale for intervention
 - **value for money** – what are the projects and programmes we propose?
 - **deliverability and risk** – our proposals and structures for governance, project management, monitoring and transparency

Each is vital to the success of our bid, and none can be neglected if we are to put forward the best possible case.

- 5.2 **The strategic case.** Civil servants are emphasising the need for each LEP to 'tell its own story'. The more closely our analysis reflects the reality of where the LCR economy is, then the better should be our strategy for growth – and the stronger our case will look to government.
- 5.3 **Value for money.** For major projects (ie. over £5m) that we want to start in 2015-16, government will be looking for a full cost-benefit analysis. In the case of smaller projects, programmes, or larger projects that will start at a later date, we will not necessarily be expected to provide that level of detail – but we will need to demonstrate that we have the best possible processes in place to assess and evaluate them.
- 5.4 **Deliverability and risk.** Leeds City Region has strong governance structures and an excellent record of delivery on our RGF and GPF programmes.

5.5 Leeds City Region is in a stronger starting position than almost all other LEPs in terms of the quality of our partnership, our governance structures, our record of delivery and our existing evidence base. The scale of our ambition and need, as well as these existing strengths, suggests that we should bid for – and expect to receive – a substantial share of the £2bn Fund. However, the proposals need also to be realistic and deliverable. The funding has to be spent within financial year 2015-16, and any failures in delivery will make it more difficult to win resources in subsequent rounds.

5.6 There are three separate strands to our work to complete the Strategic Economic Plan: strategy and policy; project & programme development and delivery planning; and consultation & engagement. Our work to ensure we have an ambitious approach to housing & regeneration is set out below.

6. The role of housing & regeneration in the Strategic Economic Plan

6.1 Housing and regeneration have always played a major part in the work of the Leeds City Region partnership. In 2009, the City Region Housing and Regeneration Strategy was launched, followed by an Investment Plan, developed with the Homes and Communities Agency (HCA) in 2010. Since then the LCR HCA Board has operated as part of the City Region partnership, driving forward the housing and regeneration agenda and developing a pipeline of projects.

6.2 Current work on housing and regeneration includes:

- a private rented sector Build to Rent programme
- LCR HCA Board supported bids for the Local Infrastructure Fund
- the Leeds City Region Green Deal programme
- the Local Enterprise Partnership's Growing Places Fund to kickstart stalled infrastructure projects through the provision of loans. This has supported a number of housing & regeneration projects, some of which have involved housing outputs as well as employment opportunities (both for short term construction jobs and longer term business developments)
- the Revolving Investment Fund (RIF) has been launched this summer with an initial £20m from local authorities. This is also a loan fund and can be used for housing projects

6.3 As was mentioned in paragraph 4.4 above, housing budgets – alongside those for skills and transport – are among the principal sources of the £2bn Local Growth Fund when it is established in 2015. The government plans to top-slice £400m of the money that would otherwise have gone directly to councils from the New Homes Bonus in 2015-16 and pass control over how this funding is spent to LEP areas – though there has been a consultation over this process, and the final details may change. It is only appropriate, therefore, that housing projects should be put forward for consideration in our Strategic Economic Plan. The City Region's Joint Board with the HCA is currently reviewing its pipeline of projects and considering which ones to put forward for more detailed appraisal work prior to going into the bid.

6.4 A number of housing projects have already been confirmed as City Region priorities and included within our existing Investment Plan. These 'Strategic Housing Growth' schemes have a wider significance for the City Region as

they have potential for considerable scale and impact, with over 1,000 homes on each site and are able to start on site within two years. These priority sites are:

- Bradford Shipley Canal Road Corridor
- East Leeds Extension
- Wakefield East Extension
- York North West

6.5 There may also be additional investment projects that we are not currently aware of. We are engaging with our external partners and also directly with local authority housing and planning officials to ensure that practical opportunities are not missed.

6.6 One of the keys to a successful Strategic Economic Plan to bring the maximum possible resource into the City Region will be to link our planned investment projects to the broad strategic aims of the LEP – to achieve faster economic growth and job creation in a sustainable fashion. The LCR HCA Board has therefore commissioned work to update the 2009 Housing & Regeneration strategy. This will bring together the Housing and Regeneration Strategy and Investment Plan into one document as a response to the significantly changed situation since 2010. The work will be concluded in the spring in order to inform the developing Strategic Economic Plan and ensure that housing and regeneration projects are put forward for appraisal.

Report of Directors of Environment and Housing and City Development

Report to Scrutiny Board (Housing and Regeneration)

Date: 29th October 2013

Subject: Financial Position Statement 2013/14 – City Development and Environment and Housing Directorates

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

Summary of main issues

1. At the request of the Scrutiny Board, the purpose of this report is to provide Members with a financial position statement of the City Development and Environment and Housing Directorate's in relation to this Board's responsibilities at period 5 of the financial year 2013/14.
2. The attached information has been provided by the relevant Head of Finance for the Board's consideration in relation to:-
 - Housing Revenue Account (section 3)
 - Housing Regeneration (section 4)
 - General Fund (section 5)
 - Capital programme (section 6)

3. Housing Revenue Account

3.1. At the end of Period 5 the HRA is projecting a surplus of **£(333)k**. Key variances from budget are detailed below.

3.2. Key Variances - Income

- Net additional rental income of **£(700)k** is projected from dwelling rents. This is due to two elements:

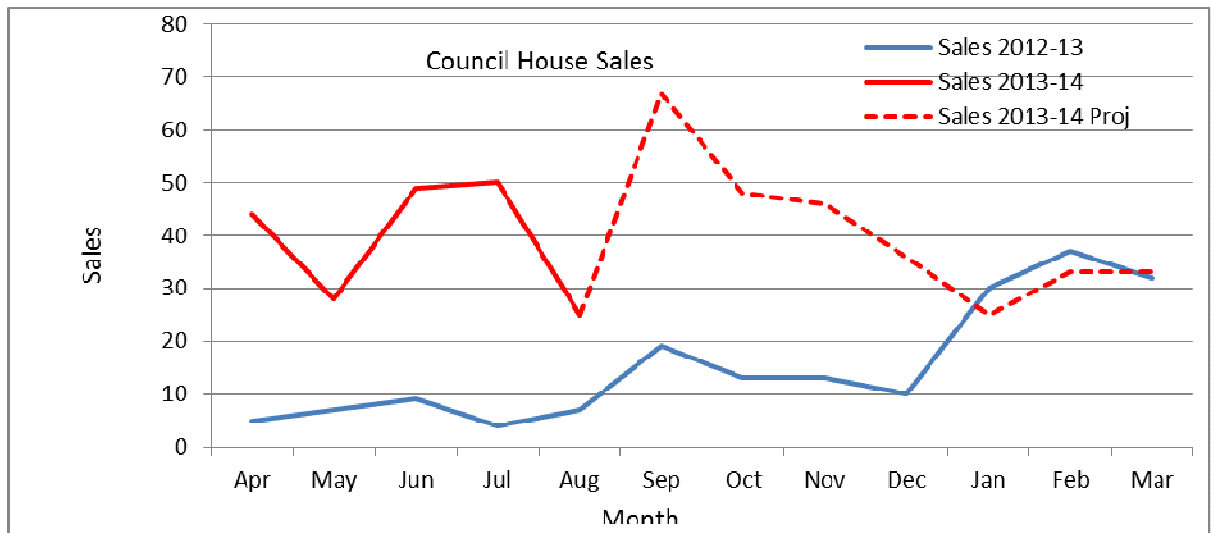
- Void levels - Voids are currently 0.9%, which is 0.6% lower than budget. If this level is sustained this will generate a **£(1.1)m** additional income, although this will be paid to the ALMOs in line with the current voids incentive scheme.
- RTB sales – Based on current trends sales are projected to be 375 which is 241 more than budget. This level of sales, together with other miscellaneous stock movements will reduce rental income by a projected £0.4m.
- Due to the anticipated increase in RTB sales it is projected that an additional **£(312)k** of staff time can be capitalised.

3.3. Key Variances – Expenditure

- There are projected savings of a **£(1)m** in the budgeted contribution to the provision for bad debts. This saving is anticipated to arise due to the introduction of a new methodology for calculating the provision. It is proposed that this is transferred to the Major Repairs Reserve and used to fund additional capital investment priorities. Following a review of arrears, no further significant savings are anticipated against the Bad Debt Provision.
- The Little London, Beeston Hill and Holbeck (LLBH&H) PFI project has now been signed and service commencement will begin in late September/early October. The impact of the delay is that there will be savings in contractor payments and a loss of grant. However the grant is still anticipated to exceed contractor payments by the year end, and the balance will be transferred into the Project's Sinking Fund.
- It is anticipated that **£(240)k** of unbudgeted interest will be earned on HRA balances, which is in line with 2012/13. A further £(181)k of positive variations arises from a combination of additional income and savings against revenue budgets.
- Additional posts have been created to advise tenants about Welfare Change. It is anticipated that costs in connection with this will be £0.36m, which will be funded from an earmarked reserve.

3.4. Right to Buy (RTB) Sales

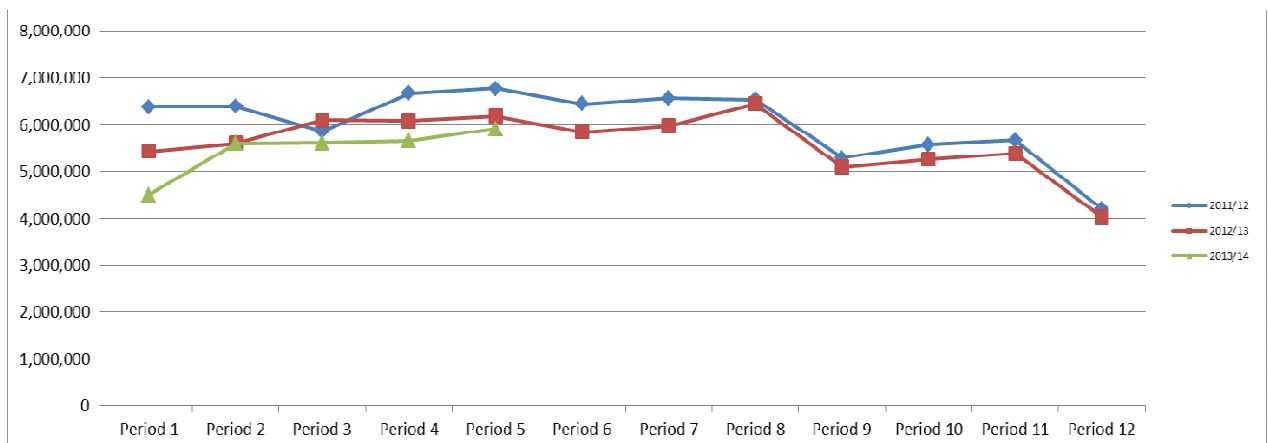
- To the end of August 2013 there were 196 completed sales. Current projections based on live applications are that 375 properties will be sold in 2013/14, which is 189 more than in 2012/13.



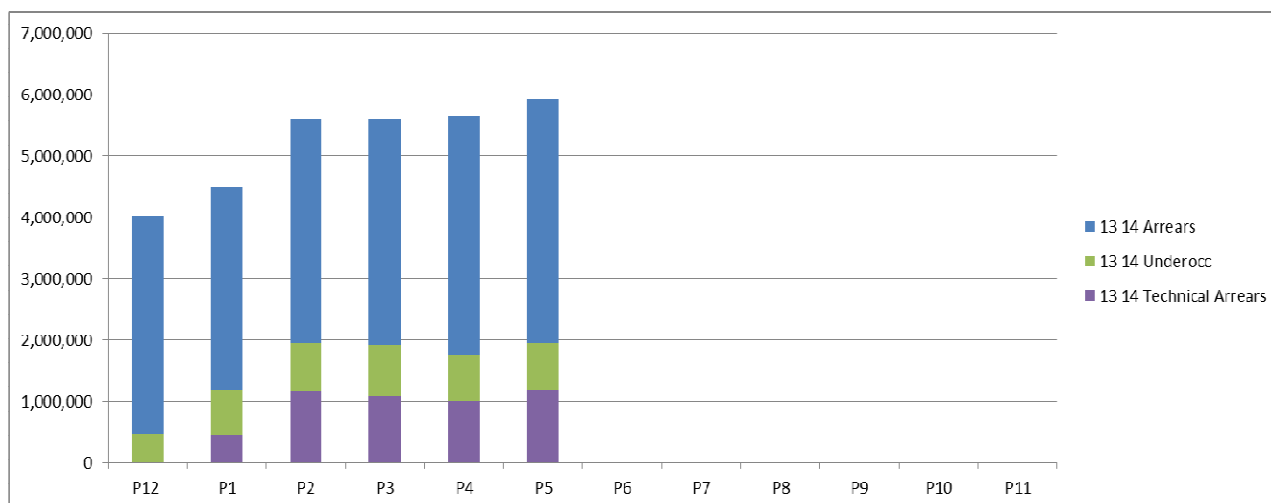
3.5. Arrears

- Overall, arrears is £5.9m compared to £4m at the end of 2012/13, an increase of £1.9m. Of this approximately £1.2m is due to technical arrears, and £0.28m has arisen due to Welfare Change in connection with Under-occupancy. Collection rates are currently 97.2% for dwelling rents, compared to 98% at the end of 2012/13.
- There are currently circa 6,300 tenants classified as under-occupied. At the end of 2012/13 approximately 23% of under-occupiers were in arrears, this has now risen to 60% as at the end of July. Total rent arrears for under-occupiers are £0.76m as at the end of July, compared to £0.48m at the end of 2012/13, an increase of £0.28m.

3.6. HISTORICAL COMPARISON OF CURRENT TENANT ARREARS



3.43. PROPORTION OF TECHNICAL AND UNDEROCC ARREARS 2013/14



4. Housing Regeneration

- 4.1. At Period 5 it is projected that Regeneration Services will have a small underspend of £25k against the net managed budget of £672k.
- 4.2. The Service is expected to underspend by £36k on staffing whilst income and other costs are expected to be in line with the budget.
- 4.3. The Service has secured some additional Heritage Lottery Funding which will fund an additional post until 2018.

5. General Fund

- 5.1. The latest projection for Statutory Housing is that it will come in on budget during 2013/14.
- 5.2. The restructure is nearing completion and as a result a number of posts have been vacant for the early part of the year. An underspend on staffing of £229k overall is anticipated (underspends in Housing Options £160k, Area Renewal £48k, Private Sector Rented Accommodation £33k, Locality Team £64k less £78k costs of Managing Workforce Change). The Leeds Neighbourhoods Approach team staffing underspend will reduce the amount of New Homes Bonus that can be reclaimed in 2013/14 by £64k.
- 5.3. Actions to cover the specific targets for delivering restructure savings (£67k), staffing recharges on the Cross Green Facelift capital scheme (£73k), Temporary Accommodation 10% HB income shortfall (£25k) and the reduction in Homelessness Grant (£165k) all appear as though they will be delivered in 2013/14.
- 5.4. The staffing underspend will be necessary in 2013/14 to offset some of the more challenging budget action plans facing the service. In particular, the need to

identify £200k of alternative income as a result of the Adaptations income from Housing Associations needing to be capital rather than revenue.

5.5. It is anticipated that the action plans will be delivered overall and that the service will come in on budget.

6. Capital Programme

6.1. Capital Programme - ALMOs and BITMO

- The ALMOs and BITMO's programmes for 2013/14 are reporting spend and commitments to date of £17.8m. Of the £6.1m accruals made in 12/13 at period 5 £2.0m still remain unmatched. Some slippage on sheltered housing within WNWHL at period 5 has reduced available resources in year to £59.5m. Projected outturn at period 5 is expected to be within revised available resources of £58.5m.
- AVH capital programme spend and commitments at period 5 are £4.55m against agreed available resources of £16m. A total of £2.825m of HRA contributions for planned works to Malverns and Waverleys were injected at period 4 £1m of which is cashflowed for 2013/14. Projected outturn for 2013/14 is expected to be on budget within revised available resources of £16m.
- BITMO capital programme spend and commitments at period 5 are £519k against available resources of £2.5m. Revenue contributions of £460k were injected at period 5 which have increased available resources to £2.5m. There are still £234k of unmatched accruals to be paid. Projected outturn for 2013/14 is expected to be within revised available resources of £2.5m.
- ENEHL capital programme spend and commitments at period 5 are £5.32m against agreed available resources of £18.37m. Projected outturn for 2013/14 is expected to be on budget within revised available resources of £18.37m taking account of efficiency savings of £700k.
- WNWHL capital programme spend and commitments at period 5 are £7.37m against agreed available resources of £21.6m. £2.5m of sheltered housing resources earmarked for works to the Farrar Lane scheme have slipped to 2014/15. Projected outturn is expected to be within the revised available resources of £21.6m.
- Strategic Landlord are currently working up the revised business plan for 14/15 onwards and as part of the approved capital programme Feb 13 will hold the self financing resources of £108.9m for 14/15 and 15/16 until detailed programmes are worked up in autumn 2013.

6.2. Capital Programme - Strategic Landlord (HRA)

- At period 5 Strategic Landlord actual spend is £84k. Resources available in 2013/14 have been further revised down to £1.0m. At period 5 we have slipped £260k of unallocated self financing resource and its likely there will be more slippage throughout the year.
- A requirement to provide £12m extra work to Morrisons has to be resourced over the next 3 years. At period 5 £4m of this has been slipped to 2014/15. In future years this will be funded from resources identified in the Business Plan i.e. at expense of other priorities.
- The Council Housing Growth programme was approved at July Exec Board injecting a further £28.5m into the Newbuild programme which will allow us £42m to invest in new council housing over the next 4 years beginning 2014/15. These will be delivered in two phases. Phase one will deliver approximately 100 new units and phase 2 will deliver a further 325 new units. A scheme where we will purchase 25 properties from a developer will be approved at period 6.
- A £2.8m scheme is included in the programme over two years for works to two small areas of Council Housing in Beeston and Holbeck which had formerly been identified to be included within the Beeston Hill and Holbeck Private Finance Initiative (PFI). These were subsequently omitted following Central Government's Comprehensive Spending Review and Value for Money Review.
- The refurbishment of the Malvern Road and Waverley Garth schemes offers an opportunity to deliver some well needed investment to the area adjoining the Beeston Hill PFI and to bring a total of 87 empty properties back into management. HRA capital resources have been made available to support the scheme without any impact on the existing capital programme. This has now been transferred and incorporated into the AVHL programme.
- The Sanctuary programme has a £200k provision in 2013/14 and spend to date at period 5 is £36k. Final Outturn is likely to be lower than budget based on the 12/13 position and this will be monitored closely in the coming months.

6.3. Capital Programme - Housing General Fund

- At period 5 Housing Services General Fund spend is £2.7m against an annual programme of £9.37m. The recycling empties £1m of the stimulating housing growth fund has been transferred to Housing General Fund .
- The Regional Housing Board programme is coming to a close and any unspent funding on residual schemes will be spent in 2013/14. Spend to date is £260k against a budget £398k. The majority of this funding £300k is for CPOs.
- At period 5 the DFG Adaptations scheme has spend to date of £2.16m against a budgeted £6.68m. Within the Adaptations budget there is a provision to fund Leeds Care and Repair's Home Improvement Agency and Handypersons

Service at a value of £307k in 2013/14. At period 5 the projected outturn is expected to be on budget within available resources of £6.68m.

- New phases 2 and 3 of group repair in Cross Green were approved at September EB and will spend £4m across the next three years. Currently signing up home owners and this is part of the Sustainable Communities Investment programme.
- The free home insulation scheme to date has resulted in 10,007 cavity wall insulation and loft insulation jobs taking place in over 8,000 private homes, all at zero cost to the householder. £250k of this funding will be used to set up a discretionary Fuel Poverty Fund where we will also look to match fund and utilise £50k pa loan repayments provided from the green Deal Demonstrator project. This will allow us to top up ECO (Energy Companies Obligation) contributions helping vulnerable households to receive measures which will alleviate fuel poverty. Slipped £500k from the parent across next two years.
- The Green Deal Demonstrator project has seen around 180 ALMO properties receive free external wall insulation. In addition, over 100 private properties have received fully funded external wall insulation and over 90 private sector Green Deal loans have been applied for. The value to the city of this programme is c£5m. The council has now formed a partnership with 3 major Green Deal Providers and expects to improve at least 2,000 homes over the next year, at a value of c£10m, for an investment of under £1m from the council (predominantly from existing ALMO capital budgets). We secured £1m of funding for this programme from DECC which was paid in period 3 awaiting reconcile of spend.

6.4. Capital Programme - Regeneration Services

- At period 5 Regeneration Services actual spend is £300k against available resources of £2.2m.
- The Town & District Regeneration 2 programme has funding in place of £700k. Three district centres have been identified for support to increase their vitality and viability for the benefit of local traders and shoppers. These schemes, namely Harehills Lane, Kirkstall and Dewsbury Road did not benefit from Round 1 of T&DC funding. The first projects will reach design freeze in Spring 2014.
- Investment in Armley and Chapeltown Townscape Heritage Initiative programme continues to underpin private investment in sensitive building repair and restoration and at period 5 spend to date on the two schemes is £1.5m in total £287k in 2013/14. The HLF has awarded Leeds £1.5m of funding to create a new Townscape Heritage Initiative (THI) in Lower Kirkgate, making Leeds the only local authority with three active THI schemes. The HLF funding has been injected into the capital programme. It will support bringing vacant properties into use and increasing the viability of existing businesses within the historic Lower Kirkgate area. A Council contribution of £668k is also included in the programme for this project.

- The HLF has also awarded Leeds £845k to address heritage construction skills shortages within the city, primarily in relation to the repair and maintenance of pre-1919 buildings and other buildings within conservation areas. An NVQ3 will be offered to placement trainees with NVQ2 in Construction (or equivalent) in addition to discrete short courses to fill identified skills gaps. It is likely that the former will be attractive to 19-25 year olds, with the latter to local construction small and medium sized enterprises that will also be the principal target for providing the work-based placements.
- The EASEL private properties acquisition and demolition scheme has slipped and the latest programmed spend profile is £137k in 2013/14 and £400k spread over the next two years. Of the 7 properties remaining 4 remain to be acquired two can be built round and one owner refuses to move.
- A provision of £173k for the Combined Heating and Power plant at Yarn Street remains and this should be settled in 2013/14.

7. The Head of Finance from each of the Directorates have been invited to today's meeting to present the attached information and address any further questions from the Board.

8. Recommendation

8.1. Members are asked to note the projected financial position of the Directorates City Development and Environment and Housing in relation to the areas listed in paragraph 2 above at period 5 of the financial year 2013/14.

9. Background documents¹

9.1.5. No documents referred to.

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 the Head of Scrutiny and Member Development

Report to Scrutiny Board (Housing and Regeneration)

Date: 29th October 2013

Subject: Formal Response & Recommendation Tracking – Private Rented Sector Housing

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. The Scrutiny Board on 20th July 2012 considered a recommendation tracking report on progress made in implementing the recommendations which had been agreed on private rented sector housing
2. On the 30th October 2012 the Board received a report on the locality approach to the private sector housing and regulation and empty homes and welcomed the progress in implementing recommendation 1 of this inquiry.
3. To consider the further progress that has been made in implementing the eight recommendations which were accepted for implementation by the Executive Board.
4. 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

5. 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 formal response of Executive Board to the report and recommendations of Scrutiny Board (Safer and Stronger Communities) following a review of private rented sector housing. It also sets out the progress made by the Directorate to date in responding to those recommendations.

2 Background information

- 2.1 The Scrutiny Board (Safer and Stronger Communities) published its final report and recommendations in April 2012.
- 2.2 The Executive Board on 20th June 2012 considered a report of the Director of Environment and Neighbourhoods on the Scrutiny Board's proposals which also summarised the progress made in responding to the 8 recommendations arising from the Scrutiny review.
- 2.3 The Executive Board welcomed this comprehensive and timely inquiry and accepted the Scrutiny Board's report and recommendations subject to the need to identify any resource implications to implement recommendation 1 and a report back to the Executive Board.
- 2.4 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 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 are 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.

4.2 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 private rented sector housing within Leeds 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.

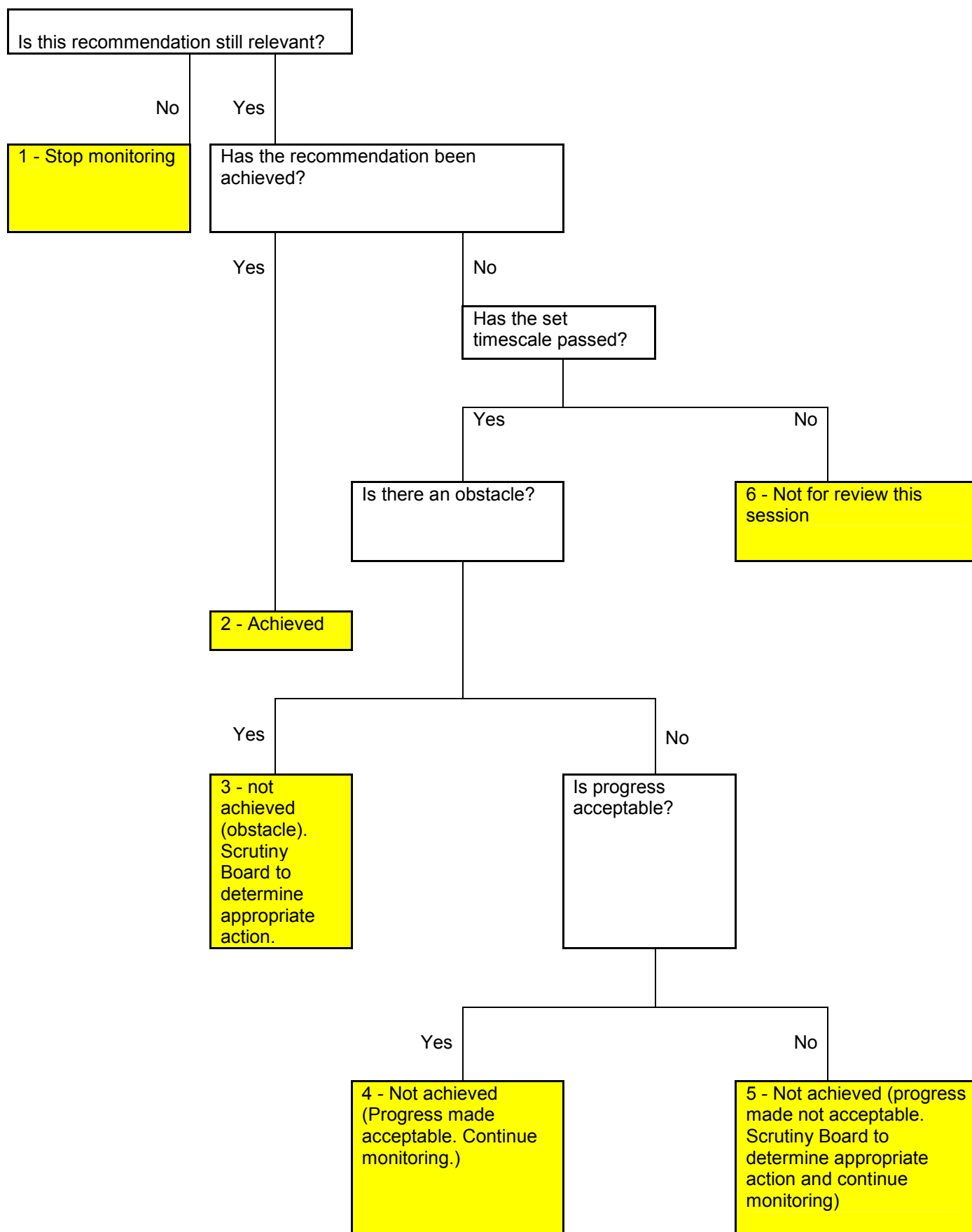
7.0 Background papers¹

7.1 None used.

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

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



Inquiry into Private Rented Sector Housing (April 2012)

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
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Recommendation 1

That the Executive Board:

(i) supports the principle of adopting a more proactive and targeted integrated management approach in addressing those areas of the city that have greater housing and environmental needs.

(ii) requests the Director of Environment and Neighbourhoods to work closely with the Housing Regulation Team and Locality Managers to begin developing this approach based upon the existing locality working model and neighbourhood planning principles of working collaboratively with other key council services, partners and landlords to maximise and target resources effectively.

Previously Reported 20/7/12:

- The principle of a more proactive targeted approach to address private sector housing has been agreed in principle as a way forward. Under the current restructure of Statutory Housing this approach is being considered as part of the proposals. Adoption of the proposals will depend upon additional resources being found. Negotiations with Corporate Finance are occurring around this issue.
- The Scrutiny Board on 30th October 2012 received a report on the locality approach to the private sector housing and regulation and empty homes and welcomed the progress in implementing recommendation 1 of this inquiry.

Current Position

- **In Sept 2012 the Executive Board agree in principle, to fund the new Leeds Neighbourhood Approach and empty property initiatives for 3 years commencing in April 2013 up to £1m per annum.**

Previously Reported

- Discussions are occurring between Housing Partnerships and the Locality Managers regarding how to integrate services around this approach to service delivery. The key will be the identification of additional resources to deliver any such working model. Identification of additional resources is currently being considered with the Director of Finance.

Current Position

- **The Leeds Neighbourhood Approach has now been developed and implemented. The initial area being the Nowell's in East Leeds. The Approach involves the targeting of a neighbourhood to improve their overall condition and sustainability. The Service is working with partners such as the Fire Service, Police, Jobs and Skills, Health, the third sector and the landlords associations to improve the area. All properties have been targeted, with offers of help and**

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(iii) requests the Director of Environment and Neighbourhoods to identify potential 'hot spot' areas of the city in which to undertake a pilot of this approach.

assistance. Where owners do not come forward to work with partners then full enforcement action is taken involving all agencies as appropriate. Current work is on-going to identify and area the second area for this approach to improving neighbourhoods.

Previously Reported

- There are potentially a number of hot spots around the city which could benefit from this approach. These will be identified as part of the on going discussions with the Locality Managers. Currently under consideration are Beeston Hill and Holbeck, Headingley and Richmond Hill

Current Position

- **The initial area identified was the Nowell's in East Leeds. Officers are currently considering the 2 proposed area based on stock condition, empty homes, crime, ASB, fire incidents etc. These potential areas include Armley, the Bellbrokes, Woodview's and Holbeck.**

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<p>Recommendation 2 That as part of the drive to recruit and retain landlords to the Leeds Landlord Accreditation Scheme, the Director of Environment and Neighbourhoods works closely with the Housing Regulation Team, Locality Managers and the Chair of the Residential Landlords Association to:</p> <p>(i) engage more effectively with existing landlord forums and;</p> <p>(ii) 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.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 27</p>	<p>Previously Reported:</p> <ul style="list-style-type: none"> Regular meetings occur with the RLA regarding the management and development of the accreditation scheme run by them to deliver the LLAS. Since the Scrutiny Report significant improvements have occurred in the membership of the LLAS; it has increased from 169 in Jan 2012 to 332 in May 2012. At the end of Q1 in 2012/13 it is now at 346 members with the trend showing a month by month increase. Work on models of engagement are currently being developed for working more closely with landlords on an area basis. These will be developed based on previous schemes in Beeston Hill and Holbeck and for selective licensing in Cross Green. It is proposed to develop these forums when an area is targeted as part of the proposed new way of working, once resources are identified. <p>Current position</p> <ul style="list-style-type: none"> Officers are working with a National Landlords Association in the Nowell's to develop free help and advice. They are looking to have a forum for local landlords and are offering free associate membership of the association to any landlord. 	<p>2</p> <p>4</p> <p>4</p>	<p>YES</p>
<p>Recommendation 3 (i) That the Housing and Regeneration Partnership Board continues to drive forward the aims of the Empty Properties Project and explores how the council and its partners can work together in delivering the desired outcomes set out within the Empty Properties Action Plan.</p>	<p>Previously Reported:</p> <ul style="list-style-type: none"> The Empty Property Project is now well established and new ways of bringing back empty properties are being developed, including use of new homes bonus/commuted sums to support the third sector, developing partnerships with all interested partners in the field –third sector, RSL & private sector 2012 -15 Empty Homes Strategy has now been completed and is awaiting sign off for publication. To be published in June. Call to Action Day 16th May 2012 – supported the Social Enterprise Brokers day on empty homes. To work on development of ideas and partnerships following on from the day 	<p>4</p>	

<p>(ii) That a progress report on the delivery of the Empty Properties Action Plan is brought back to Scrutiny before December 2012.</p>	<p>Current Position</p> <ul style="list-style-type: none"> • Work has continued to develop actions to bring properties back into use. • Leeds is a pilot authority for the National Empty Property Loan. • In Sept the Director of Environment and Housing agreed Leeds City Council's own Empty Homes Loan • Following the call to action day in May 2012, Leeds Empties has now been developed. They have created and implemented the Empty Homes Doctor Service and the Leeds Empties website. They are working to develop offers to empty home owners and increasing the capacity of the third sector. • HCA Empty Homes funding – LCC was successful in obtaining a £440k bid to help address empty commercial and right to buy properties. This is a £2.2m overall programme of initiatives to be delivered by March 2015 • By supporting partners in the third sector the city has been successful in obtaining a total of £1.3m from the HCA to address empty homes. This will be delivered by LATCH, Canopy and GIPSIL. 	<p style="text-align: center;">4</p> <p style="text-align: center;">1</p>	<p style="text-align: center;">Yes</p>
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Recommendation 4
That the Director of Environment and Neighbourhoods leads on undertaking an analysis of current housing market trends within the Leeds 6 postcode areas and for this to then be used to predict empty property trends within these areas over the next 2-3 years.

That the findings from this work is brought back to Scrutiny by January 2013 for consideration.

Previously Reported:

- The “student” area has now been mapped and the level of empty properties can be tracked as of May 2012. Initial investigations revealed there to be currently 333 properties within this area empty. This equates to 1.34% of the total private sector housing stock within the area (city average =2.4%).
- Renew have recently undertaken research into the current and likely trends for the Leeds 6 area for Unipol. Once completed this research will be shared with LCC to help inform future housing needs and issues for the Leeds 6 area. Unipol are just agreeing their final report and will share it with the Council in the near future.

Current Position

- **In August 2013 the void level was 0.34% which is significantly below city average**
- **The Council has held a number of workshops with stakeholders in LS6 to consider the existing planning policies and core strategy. A report went to Executive Board in relation to purpose built developments to ensure they demonstrate a need for such accommodation in the city**
- **Further work will now consider the impact on existing student areas.**

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<p>Recommendation 5 That the Director of Environment and Neighbourhoods seeks to combine the targeting of long term empty properties as part of the wider proactive and integrated management approach set out within recommendation 1.</p>	<p>Previously Reported:</p> <ul style="list-style-type: none"> • Please see response to recommendation 1. The work to address this issue is being undertaken in conjunction with the issues around the private rented sector to ensure an integrated approach with the Locality Managers <p>Current Position</p> <ul style="list-style-type: none"> • Empty properties are an integral part of the new Leeds Neighbourhood Approach. 	<p>4</p> <p>2</p>	<p>YES</p>
<p>Recommendation 6 That the Director of Resources ensures that Area Committees receive regular progress reports regarding the delivery of the council's Welfare Reform Strategy.</p>	<p>Previously Reported:</p> <ul style="list-style-type: none"> • This recommendation will be from the Welfare Reform Strategic Working Group chaired by the Chief Officer of Revenue and Benefits <p>Current Position</p> <p>Updates on the preparations and progress with Welfare Reforms have been taken to Area Committees in the Feb/Mar 13 round of Committees and the latest Sep/Oct 13 round of Committees and it is intended to continue to update Area Committees on a regular basis.</p>	<p>2</p>	<p>YES</p>

<p>Recommendation 7 That in line with the work being undertaken by the council's Communication Team to develop and re-launch the council's website in June 2012, the Director of Environment and Neighbourhoods ensures that it is developed effectively so that tenants and landlords can easily gain access to accurate and timely advice, information and assistance.</p>	<p>Previously Reported:</p> <ul style="list-style-type: none"> • Work is currently being undertaken to identify all relevant information currently provided. A review of the information is being undertaken as part of the overall website review. • Officers received training in May to allow the new information to be developed and ready for the re-launch • Pages have been developed for the new website and will be incorporated on its launch in July 2012 <p>Current Position</p> <ul style="list-style-type: none"> • Private Sector Housing updated the website information as per the Council's re-launch. The service currently undertaking a review of the pages to improve their content and information further. 	<p>4</p> <p>1</p>	<p>YES</p>
<p>Recommendation 8 That the Director of Environment and Neighbourhoods ensures that the council actively promotes the new 'letshelpyou' website for landlords and tenants as a free service for marketing and managing properties and enabling tenants across West Yorkshire to search for appropriate and affordable accommodation.</p>	<p>Previously Reported</p> <ul style="list-style-type: none"> • The website is now promoted to all new empty property owners as of April 2012 It is sent out as part of the initial contact with all long term empty property owners. This will result in 4/5000 owners being contacted annually with the information There are approximately 3500 landlords and 4000 tenants registered on the site at the moment. • The website has been promoted via the existing communication networks, including the new Council website 	<p>1</p>	<p>Yes</p>

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Report of Head of Scrutiny and Member Development

Report to Housing and Regeneration Scrutiny Board

Date: 29th October 2013

Subject: Work Schedule

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

1.0 Purpose of this report

1.1 The purpose of this report is to receive and review the Scrutiny Board’s work schedule for the current municipal year.

2.0 Main issues

2.1 A draft work schedule is attached as appendix 1 which incorporates issues identified for inclusion at the last meeting. The work schedule will be subject to change throughout the municipal year.

2.2 A copy of the latest minutes of the Executive Board are attached as appendix 2.

3.0 Recommendations

3.1 Members are asked to:

- a) Note and comment on the issues the Board has identified for consideration in 2013/14.
- b) Note the latest minutes of the Executive Board meeting.

4.0 Background papers¹

4.1 None used.

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

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Scrutiny Board (Housing and Regeneration) Work Schedule for 2013/2014 Municipal Year - Last updated 7th October 2013

Area of review	Schedule of meetings/visits during 2013/14		
	June	July Postponed meeting	August
Inquiry to be determined	Consider proposals that a working group established by the Executive Board Member Neighbourhoods, Planning and Support Services review student accommodation in the city and co-opt members of the Scrutiny Board on to the working group.		
Briefings	Consider appointment of Co-opted Members to the Board		Review the enforcement process for the removal of gypsies and travellers on illegal sites in the city to ensure it continues to be fit for purpose.
Budget & Policy Framework Plans			
Recommendation Tracking			External Publication of Employee Interests for High Risk Posts including formal response to Scrutiny Board's recommendations.
Performance Monitoring	Quarter 4 performance report		

Scrutiny Board (Housing and Regeneration) Work Schedule for 2013/2014 Municipal Year - Last updated 7th October 2013

Area of review	Schedule of meetings/visits during 2013/14		
	September	October	November
Inquiry to be determined	Receive for information the notes of the Directorate's working group meetings on student accommodation		
Briefings	<p>Consider a joint report of the Directors of City Development and Environment and Neighbourhoods on the Council's policies and approach to determining when an affordable homes contribution from a development is taken as a commuted sum in another part of the city and who is consulted on the proposal.</p> <p>Consider a paper on the Council's policy of not providing gas or electric cookers to tenants</p>	<p>Report on devolution to Local Enterprise Partnerships (LEP) and the LEP bidding process. The Chair of the Leeds City Region Partnership, Roger Marsh has been invited to attend the Board for consideration of this item</p> <p>Subject to the outcome of a meeting with all Scrutiny Chairs in September to consider input to a review of performance indicators</p> <p>Request by Executive Board to Review Gypsy and Traveller Accommodation Assessment (GTAA) data published in 2008 by Hallam University and any other fresh data in order to contribute towards the policy development process</p>	<p>Update on the implementation and operation of the new housing management arrangements.</p> <p>Consider how the self-financing Housing Revenue Account is being used to stimulate investment in Council housing and particularly affordable housing</p> <p>Community Infrastructure Levy Update. Work undertaken by Scrutiny Board Sustainable Economy and Culture</p>
Budget & Policy Framework Plans		Consider a half year review report on Housing Revenue, General Fund Regeneration and Capital Programme.	
Recommendation Tracking		Update on Private Rented Sector Housing.	Affordable Housing by Private Developers.
Performance Monitoring	Quarter 1 performance not being submitted this month due to review.		

Scrutiny Board (Housing and Regeneration) Work Schedule for 2013/2014 Municipal Year - Last updated 7th October 2013

Area of review	Schedule of meetings/visits during 2013/14		
	December	January	February
Inquiry to be determined			
Briefings	<p>Consider an update on the Council's Brownfield Land Programme</p> <p>Update on potential for developing a scheme that would provide cookers and fridges to those tenants in need</p>	<p>Update on the implementation and operation of the new housing management arrangements. Report to include details of the annual tenancy review and the tenancy scrutiny panel</p> <p>Respond to the review by the Communities and Local Government's Select Committee on empty properties to be published late 2013.</p>	<p>The Scrutiny Board on 8TH August considered a paper on Gypsies and Travellers and requested that a further update be provided to this Board in 2014 before the Cottingley Springs extension is completed.</p>
Budget & Policy Framework Plans		<p>Consider a position statement on the position of the Housing Revenue, General Fund, Regeneration and Capital Programme accounts</p>	
Recommendation Tracking	Housing Growth.		
Performance Monitoring	<p>Quarter 2 performance report SB 09/12/13 @ 10 am</p>		

Scrutiny Board (Housing and Regeneration) Work Schedule for 2013/2014 Municipal Year - Last updated 7th October 2013

Area of review	Schedule of meetings/visits during 2013/14		
	March	April	May
Scrutiny Inquiry – Strategic Partnership Board	The Scrutiny Board Procedure Rules state that all Scrutiny Boards will act as a “critical friend” to the relevant Strategic Partnership Board and consider and report on the 3 areas specified in the constitution		
Briefings	Review the impact and policy implications for the city on the Government’s decision to allow home extensions of a specified size under permitted development for a three year period from May 2013	Update on the implementation and operation of the new housing management arrangements	
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Quarter 3 performance report SB 10/03/14 @ 10 am		

EXECUTIVE BOARD

WEDNESDAY, 9TH OCTOBER, 2013

PRESENT: Councillor K Wakefield in the Chair

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

86 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during 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 4 to the report entitled, 'Design and Cost Report for the Improvement and Development of Visitor Services at the Arnold and Marjorie Ziff Tropical World in Roundhay Park', referred to in Minute No. 91 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information), which if disclosed to the public would, or would be likely to prejudice the commercial interests of that person or of the Council. It is therefore deemed in the public interest not to disclose this information at this time.
- (b) Appendix 1 to the report entitled, 'Funding for a New Inward Investment Service for Leeds City Region', referred to in Minute No. 99 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it is deemed to be in the public interest not to disclose the information detailed within the appendix because of reasons related to commercial confidentiality (i.e. it presents sensitive information regarding ongoing commercial negotiations between the Council and several private business interests).
- (c) Appendix 1 to the report entitled, 'Proposed Levy on Large Retail Units ("The Supermarket Levy")', referred to in Minute No. 101 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of specific companies in Leeds (including the authority holding that information). It is therefore considered that the public interest in maintaining the

Draft minutes to be approved at the meeting
to be held on Wednesday, 6th November, 2013

content of Appendix 1 as exempt outweighs the public interest in disclosing the information.

87 Late Items

A late item of business entitled, 'Localised Council Tax Support Scheme' was admitted to the agenda. There was a need to consider the report as a late item of business due to the timetable for undertaking a public consultation exercise prior to the formal adoption of a support scheme. The Council was required to adopt a scheme by 31st January 2014 and, in order to allow a 6 week consultation period, approval to carry out such consultation was required in October 2013. This would enable consultation to conclude at the end of November 2013, with the analysis and outcomes from the consultation being available for the full Council meeting in January 2014. (Minute No. 98 refers).

Also, prior to the meeting, Board Members were provided with an updated version of Appendix 2 (Draft Regulation 123 List) to agenda item 17 entitled, 'The Community Infrastructure Levy: Draft Charging Schedule' for their consideration. (Minute No. 102 refers).

In addition, the Board made reference to correspondence which had been received in respect of agenda item 15 (East Leeds Extension and East Leeds Orbital Road: Outcome of Feasibility) and also agenda item 16 (Proposed Levy on Large Retail Units ("The Supermarket Levy")) (Minute Nos. 100 and 101 refer respectively).

88 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting, however:-

In relation to the item entitled, 'Funding for a New Inward Investment Service for Leeds City Region' Councillor Wakefield drew the Board's attention to his position on the Leeds City Region Local Enterprise Partnership Board. Also in relation to the same item, Councillor R Lewis drew the Board's attention to his position as a member of the Leeds and Partners Board. (Minute No. 99 referred).

Regarding the items entitled, 'Review of the Local Welfare Support Scheme' and 'Localised Council Tax Support Scheme', Councillor A Carter drew the Board's attention to the fact that a family member was in receipt of Council Tax Benefit. (Minute Nos. 97 and 98 referred respectively).

89 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 4th September 2013 be approved as a correct record.

ENVIRONMENT

90 Alternate Weekly Collections: Phase One Evaluation

Further to Minute No. 144, 14th December 2011, the Director of Environment and Housing submitted a report assessing the early successes of Phase One of the Alternate Weekly Collections project (AWC) which were measured against the expected deliverables and objectives in both project delivery and operational implementation. In addition to measures of success, the submitted report highlighted the areas of learning from Phase One which could be adopted to progress and improve further phases.

The Board welcomed the work undertaken by the Scrutiny Board (Safer and Stronger Communities) on this issue. The observations and recommendations of the Scrutiny Board were appended to the submitted report for the Executive's consideration.

Members welcomed the achievements which had been made in respect of Phase 1 of the initiative and acknowledged the work which continued to be undertaken regarding the provision of food waste collections.

Responding to a Member's enquiry, the Board was provided with an update on, and assurances around a specific issue which had occurred in the Morley area, and also in respect of proposals regarding the roll out of the Council's 'side waste' policy.

RESOLVED –

- (a) That the initial performance data be noted which indicated that the new service has increased recycling via the green bins for the AWC collection routes, reduced residual waste being sent to landfill and reduced the total waste generated.
- (b) That the refinements to, and the implementation of Phase Two of the AWC project, as detailed within the submitted report, be respectively approved and endorsed.
- (c) That approval be given for the 'no side waste policy' to be applied throughout the city where households have residual and recyclable waste collected on an alternate week basis.

91 Design & Cost Report for the Improvement and Development of visitor services at The Arnold and Marjorie Ziff Tropical World in Roundhay Park

Further to Minute No. 132, 12th December 2012, the Director of Environment and Housing submitted a report providing an update on the progress that had been made with the development of plans to enhance and improve the Arnold and Marjorie Ziff Tropical World in Roundhay Park. The submitted report included a brief review of phase 1 of the initiative and detailed the progress made in respect of phase 2 improvements.

The Chair, on behalf of the Board paid tribute to and thanked the Ziff family for their continued and valued contribution towards the artistic and cultural development of the city.

A request was made for work to be undertaken into the innovative approaches which could be used to assist with the maintenance and development of other outlying attractions across the city.

Following consideration of Appendix 4 to the submitted report, designated as exempt under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That authority to spend £507,000 against capital scheme 16504 000 000 in the 2013/14 financial year in order to deliver the conservatory café extension and new toilet block, be approved.
- (b) That approval be given for a subsequent Design and Cost Report to be brought to Executive Board upon completion of the detailed design work associated with phase 2, year 2 of this scheme for further comment and approval.
- (c) That the following be noted:-
 - That the conservatory and toilet block extensions are scheduled for completion in April 2014 as per the table included within paragraph 3.1.8 of the submitted report.
 - That a subsequent report will be brought to Executive Board in June 2014 with an update on the design of Phase 2, year 2 improvements.
 - That the Chief Officer for Parks and Countryside will be responsible for the delivery of these recommendations and associated actions.

92 Review of Parks Outdoor Bowling Provision in Leeds

The Director of Environment and Housing submitted a report summarising the findings of the consultation exercise undertaken in respect of proposals to review service provision for outdoor bowls facilities in Leeds, and which made recommendations on the future management of Council owned and maintained bowling facilities.

The Executive Member for Environment paid tribute to and thanked the Leeds Bowling Association for the Association's contribution to and partnership approach throughout the development of the proposals detailed within the submitted report.

Members welcomed the way in which the proposals had been developed in response to the consultation and engagement which had taken place.

Emphasis was placed upon the need to ensure that the promotion of outdoor bowling as part of an active lifestyle was encouraged. In addition, it was

Draft minutes to be approved at the meeting
to be held on Wednesday, 6th November, 2013

requested that as part of any changes to bowling provision, a proactive approach was taken by the Council towards the maintenance of local clubs' facilities, with the role of local Ward Councillors in such matters being highlighted.

RESOLVED –

- (a) That the introduction of a charge which would mean an income recovery level of £62,000 in 2014/2015 rising to £78,000 in 2017/2018, as set out within paragraph 4.2 of the submitted report, be approved. (Based upon current membership levels, this would represent a season ticket cost of £25 in 2014/2015 rising to £31.50 in 2017/2018).
- (b) That the removal of 6 bowling greens from multiple green sites, as set out within paragraph 4.6 of the submitted report, saving £16,000 per annum, be approved.
- (c) That approval be given for bowling clubs to meet the costs associated with their own direct use of gas and electricity, saving £30,000 per annum.
- (d) That the following be noted:-
- The season ticket cost will be implemented in March 2014 and will be applied from the 2014/15 season onwards, as highlighted within paragraph 4.3 of the submitted report.
 - That those greens identified for closure will no longer be maintained for the purpose of bowling from March 2014.
 - That where feasible, appropriate arrangements will be established in order for bowling clubs to meet the costs associated with their own direct use of gas and electricity by March 2014.
 - That the Chief Officer for Parks and Countryside will be responsible for the delivery of these recommendations and associated actions.

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

LEISURE AND SKILLS

93 A Strategy for Sport and Active Lifestyles in Leeds 2013-2018

The Director of City Development and the Director of Public Health submitted a joint report highlighting the work of Sport Leeds in developing a strategy for Sport and Active Lifestyles for the city, and providing details on the achievements which had been made by Sport Leeds.

The observations and recommendations of the Scrutiny Board (Sustainable Economy and Culture) on this issue were appended to the submitted report for Board Members' consideration.

Emphasis was placed upon the vital role played by Council officers and also by those many volunteers who provided a range of sporting opportunities throughout the city. In addition, the further role which could be played by the large sports clubs in this field was highlighted, whilst emphasis was also placed upon the need wherever possible to alter individuals' behaviour in order to encourage them to become more physically active.

Members highlighted the need to ensure that linkages were made between the Sport and Active Lifestyles Strategy and the sporting opportunities which were available to young people in schools.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the strategy, as appended to the submitted report, be endorsed as the city's Sport and Active Lifestyles Strategy for the period 2013 - 2018.
- (c) That it be noted that the Head of Sport and Active Lifestyles will assume responsibility for developing the Council's response to the strategic direction, as set within the proposed Sport Leeds Strategy.

94 National Governing Body of Sport "Place Pilot"

The Director of City Development submitted a report outlining the National Governing Body of Sport "Place Pilot" initiative and which sought approval to accept grant funding from Sport England of up to £500,000.

Members welcomed the financial support which had been offered by Sport England, enquired whether there was any potential for further investment to be obtained and requested that an evaluation exercise be undertaken at the conclusion of the project, in order to maximise the benefit which could be gained from future initiatives.

RESOLVED –

- (a) That the "Place Pilot" project be supported.
- (b) That Sport England's grant offer of £500,000 be accepted, subject to business case approval.
- (c) That an evaluation report be submitted to Executive Board for their consideration at the conclusion of the project.
- (d) That the stages required to implement the decision, together with the proposed timescales, as outlined within paragraph 3.3 of the submitted report, be noted.
- (e) That it be noted that the Head of Sport and Active Recreation will be responsible for the implementation of such matters.

LEADER OF COUNCIL'S PORTFOLIO

95 Financial Health Monitoring 2013/14 - Month 5

The Deputy Chief Executive submitted a report which presented the Council's projected financial health position for 2013/2014 after five months of the financial year.

Responding to a specific enquiry, officers undertook to provide the Member in question with further details on the Council's projected overspend figure for the comparative period in the 2012/13 financial year.

In addition, officers responded to a Member's enquiry regarding the actions being taken to reduce the budgetary overspends currently projected in some directorates.

RESOLVED – That the projected financial position of the authority after five months of the financial year, as detailed within the submitted report, be noted.

96 Medium Term Financial Strategy 2014/15 to 2015/16

The Deputy Chief Executive submitted a report presenting the principles and assumptions underlying the Council's proposed financial strategy covering the years 2014/2015 to 2015/2016, which would provide the framework for the preparation of the 2014/2015 initial budget proposals scheduled to be presented to Executive Board in December 2013.

Members highlighted the need to ensure that the Council worked effectively with partner organisations in order to ensure that the Local Authority obtained its maximum share of all available funding streams.

Emphasis was placed upon the financial challenges which the Council continued to face, and it was highlighted that the proactive work to address such challenges was ongoing.

Having considered the issues around the West Yorkshire Transport Fund and the current position in respect of potentially establishing a Transport Fund levy, it was requested that a report in respect of such matters be submitted to a future meeting of the Board.

RESOLVED –

- (a) That the Medium Term Financial Strategy 2014/2015 to 2015/2016 be approved, and that it be noted that this will form the basis for the detailed preparation of the Initial Budget Proposals for 2014/2015.
- (b) That a report relating to the West Yorkshire Transport Fund and the current position in respect of potentially establishing a Transport Fund levy be submitted to a future meeting of the Board.

97 Review of the Local Welfare Support Scheme

Further to Minute No. 211, 13th March 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the progress made in respect of the Local Welfare Support Scheme and which also outlined proposals on how the scheme could be adapted to effectively assist the most vulnerable in Leeds from the impact of benefit changes and falling incomes.

As part of the introduction to the report, the Chief Officer (Welfare and Benefits) highlighted that actions would be taken to ensure that all Elected Members were made more aware of the scheme.

The Board discussed the need to ensure that people in need of welfare support were aware of the existence of the scheme and officers undertook to look into ways awareness could be improved.

RESOLVED –

- (a) That approval be given for the Local Welfare Support Scheme to continue in 2013/14 to meet the cost of household goods and emergency provision, and that approval be given for the scheme to be extended to include people faced with emergency need as a result of Jobcentre Plus sanctions on condition that the person has re-engaged with Jobcentre Plus.
- (b) That sums from the Local Welfare Support Scheme fund be allocated to an exceptional hardship fund in order to assist people affected by the changes to the Local Council Tax Support scheme, and that the Assistant Chief Executive (Citizens and Communities) be given the necessary delegated authority to determine awards and manage the scheme.
- (c) That sums from the Local Welfare Support Scheme be used to increase the Discretionary Housing Payments budget in order to extend the scheme to tenants facing exceptional hardship, but who do not fall within the priority groups already agreed.
- (d) That a scheme be developed for 2014/15 which brings together emergency and hardship funding streams across the Council to provide a single hardship fund that supports the delivery of wrap around services to help tackle financial hardship, and that proposals for the 2014/15 scheme be presented to Executive Board in the next few months.

98 Localised Council Tax Support Scheme

The Assistant Chief Executive (Citizens and Communities) submitted a report which sought approval to undertake a public consultation exercise regarding a change to the current local Council Tax Support scheme which could see the percentage reduction for those 'non-protected' groups increased to reflect the possibility of a Council Tax increase in 2014/2015.

The report and appendices relating to this matter were circulated to Board Members prior to the meeting for their consideration.

RESOLVED –

- (a) That approval be given to undertake a consultation exercise on a Localised Council Tax Support Scheme which:
- a. keeps costs within current budgeted spending levels;
 - b. continues to provide full protection for the same groups that are currently fully protected; but
 - c. potentially changes the percentage reduction in Council Tax Support for non-protected groups to reflect the possibility of a Council Tax increase both for 2014/2015 and in future years.
- (b) That a report be submitted to the December 2013 meeting of the Board providing the outcomes of the consultation exercise, so that a recommendation can be made by the Board to full Council on the scheme to be adopted for 2014/2015.

99 Funding for a new Inward Investment Service for Leeds City Region

The Deputy Chief Executive submitted a report providing an update on the development of a new, proactive inward investment service for Leeds City Region (LCR), capable of significantly increasing the City Region's share of new direct business investment from elsewhere in the UK (particularly London and the South East) and overseas. In addition, the report sought approval to provide advanced funding of up to £1,720,000 for the new service over a three-year period (2013/14 to 2015/16) to be funded through the Council's general fund reserves. The requested advance funding would be reimbursed to the Council's general fund reserves via future business rates receipts to be generated as more businesses located or expanded onto the Aire Valley Leeds Enterprise Zone (AVL EZ).

Following consideration of Appendix 1 to the submitted report, designated as exempt under the provisions of 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 advance funding of up to £1,720,000 over three years (2013/14 to 2015/16) to be provided from the Council's general fund reserves in order to support delivery of a new, proactive inward investment service for Leeds City Region be approved. (The requested funding will be reimbursed to the Council's general fund reserves via future business rates receipts as more business investment is made in AVL EZ. It is expected that the full £1,720,000 will be repaid to the Council by mid-2018/19).
- (b) That the following be noted:-
- the options appraisal for the requested funding model, as set out within paragraphs 3.7 and 3.8 of the submitted report;

- that the new service will be delivered by Leeds and Partners from October 2013 (subject to the outcome of ongoing negotiations and commissioning) and that it is expected to secure a minimum of 60 new direct business investments and up to 1,500 new jobs (subject to ongoing negotiations);
- that the responsible officer for implementing the decision is the Project Manager within the Leeds City Region Secretariat.

DEVELOPMENT AND THE ECONOMY

100 East Leeds Extension and East Leeds Orbital Road - Outcome of Feasibility

Further to Minute No. 152, 9th January 2013, the Director of City Development submitted a report providing details of work undertaken on the Council's behalf to set out an approach towards the design and delivery of a new East Leeds Orbital Road as part of a wider transport strategy to support the development of land for new housing in the East Leeds Extension. In addition, the report also set out the proposed next steps for Executive Board to consider how the Council could take forward further design and specification of the road and play a further role in the co-ordinated provision of infrastructure and development across the area.

As part of the introduction to the submitted report, the Executive Member for Development and the Economy made reference to correspondence which had been received prior to the meeting in respect of this matter.

Members highlighted the significant need for infrastructure provision in this area, and in response to Members' comments and concerns, officers provided further details on the projected cost of the scheme, together with its associated timescales.

The Board received further detail on the various funding streams which were being pursued in respect of the development and considered what further actions could be taken to maximise such funding, such as via the lobbying of Government or contributions by landowners.

RESOLVED –

- (a) That the work to establish an East Leeds Transport Strategy embracing the needs of pedestrians, cyclists, public transport and cars, which is being led by the Chief Officer Highways & Transportation (as set out within paragraphs 3.7 - 3.11 of the submitted report), be noted and supported.
- (b) That the outcome of the East Leeds Orbital Road feasibility study, as set out within the submitted report and at appendices 2 – 6, be noted.
- (c) That approval be given for the Chief Asset Management & Regeneration Officer to undertake communications and consultation on the indicative alignment of the East Leeds Orbital Road with land

owners, local residents and stakeholders by the end of 2013 (as set out within paragraph 4.1.7 of the submitted report).

- (d) That the submission by the Chief Officer Highways & Transportation, on behalf of the Council, of a mandate for £1,310,000 of project development resources through the West Yorkshire Transport Fund be noted and supported, which would move the scheme from feasibility through validation and scoping stages, incorporating consideration of a practical and deliverable phasing for construction that meets strategic highways objectives and supports the viable delivery of residential development, with a view to being in a position to submit a planning application (as set out within paragraph 3.78 of the submitted report).
- (e) That approval be given for an injection by the Chief Officer Highways & Transportation of £1,310,000 into the Capital Programme and that authority to spend £1,160,000 on the further feasibility, validation and scoping work, as set out within paragraph 3.77 of the submitted report be approved, subject to approval by METRO of the mandate for West Yorkshire Transport Funding, with further reports being submitted to Executive Board on this work.
- (f) That in parallel with resolution (d) above, it be requested that the Chief Planning Officer continues work to establish funding for ELOR, including the exploration of a suitable means of establishing appropriate contributions from developers (as set out within paragraph 3.65 of the submitted report).

101 Proposed Levy on Large Retail Units ("The Supermarket Levy")

The Director of City Development submitted a report responding to a resolution of Council from the meeting held on 1st July 2013. Specifically, the report set out the need for the Council to have a considered approach towards a proposal by the 'Local Works' campaign group to introduce an additional levy on large retail units.

The Executive Member for Development and the Economy made reference to correspondence which had been received prior to the meeting in respect of this matter.

Members noted the work which had been undertaken on this issue and requested that this matter be kept under review.

Specific reference was made to the potentially significant impact that supermarkets could have in respect of local regeneration and employment opportunities in communities, and it was requested that further details be provided to the Board illustrating the extent of the impact made by supermarkets in such areas.

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

RESOLVED –

- (a) That it be agreed that the proposal in its present form, is not a feasible measure at this time and could affect the viability of important development and regeneration projects that would create jobs, but that the matter should be kept under review by officers.
- (b) That the position of Leeds City Council be noted, which is to seek significant contributions from large format retailers in the form of business rates and planning contributions, which, in the future will be under the Community Infrastructure Levy, whilst not impairing the viability of important development and regeneration projects that are anchored by large retailers.
- (c) That the position of planning policy in Leeds and the role of the planning system in seeking to ensure supermarkets are located appropriately, meet identified needs for retail capacity, and support regeneration, employment and the vitality of existing town centres, be noted.
- (d) That the wider work of the Council in supporting town and district centres and independent retail be noted.
- (e) That officers be instructed to continue to agree with supermarkets a clear commitment to job creation and support to local residents to secure employment and apprenticeships, and contribute towards the vitality of existing town centres in Leeds.
- (f) That it be noted that the Chief Officer (Employment and Skills) is the officer responsible for the implementation of resolution (e) above.
- (g) That further details be provided to the Board illustrating the extent of the impact which has been made by supermarkets in areas such as local regeneration and employment opportunities in communities across Leeds.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

102 The Community Infrastructure Levy - Draft Charging Schedule

Further to Minute No. 178, 15th February 2013, the Director of City Development submitted a report explaining the changes to the CIL (Community Infrastructure Levy) Draft Charging Schedule, which were now proposed following the Preliminary Draft consultation exercise and also following reference to further background information and analysis.

The observations and recommendations of the Scrutiny Board (Sustainable Economy and Culture) on this issue were appended to the submitted report for Board Members' consideration.

Prior to the meeting, Board Members were provided with an updated version of Appendix 2 (Draft Regulation 123 List) for their consideration as part of the submitted report.

Following Members' comments, further details were provided regarding the timescales associated with future reviews of the schedule, on proposals regarding the change in charging zone for the East Leeds Extension and also in respect of the provision of education facilities.

Responding to a specific request to incorporate an area of Farsley into the North charging zone, the Board agreed to this amendment, subject to it being determined as viable following the appropriate checks being undertaken against the associated evidence base.

RESOLVED –

- (a) That the content of the Draft Charging Schedule, as appended to the submitted report, be approved in order to proceed with publication and 6 weeks of formal public consultation, subject to the inclusion of an amendment as detailed above, should this amendment be determined as viable following the appropriate checks being undertaken against the associated evidence base.
- (b) That the scope of the evidence base and associated documents supporting the setting of the CIL rates, including the Regulation 123 List, be agreed, subject to the inclusion of the amendment made to the Regulation 123 List, namely the removal of reference to 'Highways Schemes'.
- (c) That approval be given to submit the Draft Charging Schedule to the examiner after the close of the consultation period in accordance with the CIL Regulations.
- (d) That approval be given for the Council to work in partnership with local councils, Area Committees and neighbourhoods in order to explore opportunities for maximising available resources through governance and implementation of the CIL spending to best meet their local needs, with proposals being reported back to a future meeting of Executive Board.
- (e) That it be noted that the following steps will be undertaken to deliver the decisions of the Board:-
 - i. The Draft Charging Schedule and supporting documents/evidence base as provided in the appendices to the submitted report will be published for public consultation. Following the consultation, the same material will be submitted to the examiner along with any representations received. Following the examination and receipt of the inspector's report and any modifications required, there would need to be a Full Council resolution to adopt the CIL.

- ii. The timescales for the implementation of the decisions are that a 6 week consultation will run from late October, the submission for examination will be in January 2014, and subsequent progress depending on the Core Strategy progress and capacity of the Planning Inspectorate.
- iii. The Chief Planning Officer is the officer responsible for implementation.

(The matters referred to within this minute were designated as being exempt from Call In due to the fact that the decisions arising from this report were deemed as urgent and any delay would seriously prejudice the Council's interests in generating infrastructure funding. The reasons for the urgency of these decisions were detailed within paragraphs 4.5.2 to 4.5.4 of the submitted report)

103 Health and Safety Performance 2012/2013

The Deputy Chief Executive submitted a report explaining how the Council managed health and safety in the current legal and political context, with the submitted report making recommendations around the priority areas for intervention during the period 2013/2014.

Officers noted the request that checks be made to ensure that health and safety data in relation to service users, particularly in respect of highways, was being incorporated into the relevant reporting mechanisms.

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

CHILDREN'S SERVICES

104 Information on the Annual Admissions Round for September 2013 Entry

The Director of Children's Services submitted a report providing statistical information on Admissions into Reception and Year 7 for September 2013. The report noted the rising birth rate in Leeds and assessed how this was affecting entry into both primary and secondary schools. In addition, the report further considered the effect upon the application process of the timing of Free Schools being approved by the Department for Education (DfE) and the interaction with the current Admission policy.

Responding to a specific request, officers undertook to provide the Member in question with further details regarding the circumstances around those children who could not be offered any of their stated preferences in terms of primary schools.

Members then discussed the current admission rates in respect of the Jewish Free School, which was given approval to open from September 2013.

RESOLVED – That the following be noted:-

- The percentage of successful first preferences for secondary admissions was 84% and for Reception admissions was 85%.

- The percentage of parents receiving one of their top three preferences was 94%.
- The number of appeals for Reception has decreased slightly although more have been successful.
- The timing of the confirmation of Free Schools opening has led to late adjustments to availability of places.

105 Children's Services Update Report

The Director of Children's Services submitted a report providing an update on the progress achieved in important areas within Children's Services. The report particularly focussed upon safeguarding and social work, due to the importance of safeguarding for the Council, and because these services were the only area of the Council still subject to high profile, unannounced inspection. In addition, the report also set out the overall progress which had been made within Children's Services over the past year, and outlined the key challenges for the year ahead.

The Executive Member for Children's Services thanked those Elected Members who were their area's nominated representative on the Council's Corporate Carers' Group, for the significant work which they had undertaken in their respective roles and for the progress which had been made in this area.

Responding to a specific request, officers undertook to provide the Member in question with further details on the actions being taken to improve school attendance levels across the city, together with information on Leeds' relative performance when compared with the national and benchmark averages for attendance.

Members noted the progress which had been made within Children's Services, whilst a Member placed specific emphasis upon the importance of continuing to close the gaps which existed in learning.

RESOLVED –

- (a) That the progress Leeds has made in improving outcomes for children and young people, balanced against the on-going challenges, particularly in the context of a new inspection framework, be noted.
- (b) That the city-wide strategy for continued improvement across Children's Services be supported.

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LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 18TH OCTOBER 2013

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 21st October 2013)

Draft minutes to be approved at the meeting
to be held on Wednesday, 6th November, 2013