



SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 10th June, 2013 at 10.00 am

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

MEMBERSHIP

Councillors

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

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

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

Principal Scrutiny Adviser:
Angela Brogden
Tel: 24 74553

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Chief Democratic Services Officer at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items have been identified on this 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>DECLARATIONS 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 - 16TH MAY 2013</p> <p>To confirm as a correct record, the minutes of the meeting held on 16th May 2013.</p>	1 - 4
7			<p>SCRUTINY BOARD TERMS OF REFERENCE</p> <p>To receive a report from the Head of Scrutiny and Member Development presenting the Board's terms of reference and also details of plans to change the Safer and Stronger Communities Strategic Partnership Board.</p>	5 - 32
8			<p>CRIME AND DISORDER SCRUTINY</p> <p>To receive a report of the Head of Scrutiny and Member Development on the Crime and Disorder Scrutiny role.</p>	33 - 48
9			<p>CO-OPTED MEMBERS</p> <p>To receive a report of the Head of Scrutiny and Member Development on the appointment of co-opted members to Scrutiny Boards.</p>	49 - 54

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p>2012/13 QUARTER 4 PERFORMANCE REPORT</p> <p>To receive a report of the Deputy Chief Executive summarising the quarter 4 performance data relevant to the Scrutiny Board.</p>	55 - 70
11			<p>SOURCES OF WORK FOR THE SCRUTINY BOARD</p> <p>To receive a report of the Head of Scrutiny and Member Development on potential sources of work for the Scrutiny Board.</p>	71 - 118
12			<p>WORK SCHEDULE</p> <p>To consider the Board's work schedule for the forthcoming municipal year.</p>	119 - 124
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday 22nd July 2013 at 10.00 am in the Civic Hall, Leeds (Pre-meeting for Board Members at 9.30 am)</p>	

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

THURSDAY, 16TH MAY, 2013

PRESENT: Councillor B Anderson in the Chair

Councillors A Blackburn, N Buckley,
R Grahame, M Harland, J Jarosz,
K Mitchell and N Walshaw

86 Late Items

There were no late items admitted to the Agenda.

87 Declarations of Disclosable Pecuniary Interests

There were no declarations of interest.

88 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillors P Davey and S Lay.

89 Minutes - 11th March 2013

RESOLVED – That the minutes of the meeting held on 11 March 2013 be confirmed as a correct record.

90 Draft Safer Leeds Strategy 2013-14

The report of the Head of Scrutiny and Member Development referred to the city's Community Safety Partnership, Safer Leeds, and its statutory requirement to prepare and implement a local Crime and Disorder Reduction Strategy. As this Strategy also forms part of the council's budget and policy framework, the Scrutiny Board was invited to make any formal comments before the final draft was submitted to the Executive Board for recommendation to Council. A copy of the draft Safer Leeds Strategy 2013-2014 was therefore attached for Members' consideration.

The following were in attendance for this item:

- Neil Evans, Director of Environment and Neighbourhoods
- Councillor Gruen, Executive Member for Neighbourhoods, Planning and Support Services
- Councillor Coulson, Lead Member for Community Safety
- Superintendent Keith Gilert, Chief Officer, Community Safety
- Liz Jarmin, Head of Community Safety Partnerships (Safer Leeds)
- Mark Burns-Williamson, West Yorkshire Police and Crime Commissioner
- Sarah Drafz, Research Officer, Office of the Police and Crime Commissioner

Draft minutes to be approved at the meeting
to be held on Monday, 10th June, 2013

The Chair welcomed Mr Mark Burns-Williamson, West Yorkshire Police and Crime Commissioner, to his first meeting of the Scrutiny Board. It was highlighted that local crime and disorder strategies are now expected to have regard to the objectives set out in the Commissioner's Police and Crime Plan. A copy of the West Yorkshire Police and Crime Plan 2013 – 2018 was therefore provided to Board Members for information. Mr Burns- Williamson acknowledged that Safer Leeds has been a very effective partnership and reiterated the importance of integrated joint working to identify innovative ways of delivering efficient and cost effective services, particularly as government funding for community safety continues to reduce.

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

- Joint Strategic Assessment – that this analysis of information and intelligence had helped to inform the draft Strategy and the supporting delivery plans.
- Local priorities for 2013/14 – that there would be a continued focus on reducing domestic burglary, reducing re-offending and tackling anti-social behaviour in communities. Members were particularly pleased to note the additional priority areas relating to strengthening the partnership approach to support a reduction in Domestic Abuse and improving our understanding and approach to deal with Child Sexual Exploitation.
- Measuring performance - Members felt that the draft Strategy needed to include quantitative measures to complement the narrative (similar to the West Yorkshire Plan) and that the supporting strategies cited in the action plan should be made easily accessible for the public to seek further detail if needed. It was noted that the on-line version of the Strategy would include links to these supporting strategies.
- Tackling and treating drug and alcohol addiction – the Commissioner welcomed the existing positive partnership working aimed at rehabilitating offenders who misuse drugs and alcohol. In acknowledging different patterns of drug use, with particular reference to problems from cannabis use and so-called 'legal highs', the Commissioner also highlighted a need for legislative changes to be made to help tackle this problem more effectively.
- The positive work of the Safer Schools Partnerships.
- Development of more restorative interventions – that a key action for 2013-14 is the development of a Leeds wide Restorative Practice/Restorative Justice Strategy.
- Statutory supervision proposals for short-sentence prisoners – Members raised concern over proposals to nationally commission private companies to provide supervision plans for prisoners with sentences less than 12 months. The Commissioner highlighted that he and other Police and Crime Commissioners had already expressed concern over the proposals to the Home Secretary and Ministry of Justice.
- Reference was made to appendix C within the WY Police and Crime Plan and the need to complete the current performance column linked to the indicators about making children safer in our communities. The

Commissioner explained that the data was not yet available but would chase this up immediately.

- Tackling business crime and exploring the potential for increased partnership working with Trading Standards.
- Clarification of the role of Police and Crime Commissioners and Chief Constables.
- In acknowledging the Commissioner's intention to commission services from 2014/15, Members emphasised the importance of working closely with local authorities, Community Safety Partnerships and other partners as soon as possible in order to promote effective financial planning and continuity of services.

The Chair thanked everyone for their attendance and concluded that whilst the Scrutiny Board is supportive of the priorities set out within the draft Safer Leeds Strategy for 2013-14, it advises that more quantitative measures are included within the Strategy to complement the narrative and aid performance monitoring. In addition, the supporting strategies cited in the action plan should also be made easily accessible for the public to seek further detail if needed and that this should be explained within the main body of the Strategy.

RESOLVED – That the report be noted and the observations made by the Scrutiny Board on the draft Safer Leeds Strategy 2013-14 be reflected within the report to Executive Board in June 2013.

91 Improving recycling through effective communication and education - draft scrutiny report

The report of the Head of Scrutiny and Member Development presented the Board's draft report following its recent review aimed at improving recycling through effective communication and education.

Neil Evans, Director of Environment and Neighbourhoods, was in attendance for this item.

RESOLVED – That the Scrutiny Board's draft report on improving recycling through effective communication and education be agreed.

92 Strengthening the Council's relationship with local Parish and Town Councils - draft scrutiny report

The report of the Head of Scrutiny and Member Development presented the Board's draft report following its recent review aimed at strengthening the Council's relationship with local Parish and Town Councils.

In accordance with the Scrutiny Board Procedure Rules, Members considered the formal advice received from the Director of City Development in consultation with the relevant Executive Board Member.

RESOLVED – That the Scrutiny Board’s draft report on strengthening the Council’s relationship with local Parish and Town Councils be agreed.

93 Community First Programme

The report of the Head of Scrutiny and Member Development referred to the request from Councillor S Golton for Scrutiny to review how Community First funding (Neighbourhood Match funding element) was being administered in Leeds. This work was undertaken in January 2013 and a report setting out the Scrutiny Board’s observations in relation to the Community First Programme was agreed in March 2013 and forwarded to the Office for Civil Society. A further copy of the Board’s report was attached for information.

Also attached for Members information was a letter from the Minister for Civil Society, Nick Hurd MP, to the Chair of the Scrutiny Board in response to the Board’s report. In acknowledging this response, Members felt that the Scrutiny Board should continue to monitor progress with the Community First Programme in Leeds.

RESOLVED –

(a) That the response of the Minister for Civil Society to the Scrutiny Board’s report on the Community First Programme be noted.

(b) That the Scrutiny Board continues to monitor progress with the Community First Programme in Leeds.

94 Work Schedule

As this was the final meeting of the 2012/13 municipal year, the report of the Head of Scrutiny and Member Development provided an overview of the work undertaken by the Board this year. Recent Executive Board minutes were also appended to the report for the Board to note.

RESOLVED – That the report be noted.

95 Chair’s Closing Remarks

The Chair reflected on the volume and quality of the work undertaken by the Scrutiny Board this year and thanked everyone who contributed to the work of the Board, including the Members of the Board for their commitment and contribution over the 2012/13 municipal year.

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 10th June 2013

Subject: Scrutiny Board Terms of Reference

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

Summary of main issues

1. This report summarises recent amendments made to the Council's Constitution which directly impact on the terms of reference for the Safer and Stronger Communities Scrutiny Board. The revised terms of reference for the Safer and Stronger Communities Scrutiny Board are attached for Members' information (Appendix A).
2. Scrutiny Boards will continue to be aligned to the Strategic Partnership Boards and are therefore authorised to review or scrutinise the performance of their relevant Partnership Board. In accordance with the Scrutiny Board Procedure Rules, Scrutiny Boards will also continue to act as 'critical friend' to their relevant Partnership Board and assess how well the Partnership is working in practice. A report summarising the Scrutiny Board's observations and recommendations following its assessment of the Safer and Stronger Communities Board in March 2013 is attached for information (Appendix B).
3. However, plans to change the existing partnership working arrangements of the Safer and Stronger Communities Board are currently being progressed by the Partnership Board. Further details of these plans are set out in the attached report (Appendix C).

Recommendation

4. Members are requested to:
 - (a) note the Scrutiny Board's terms of reference;
 - (b) note the report of the Safer and Stronger Communities Scrutiny Board on the Safer and Stronger Communities Partnership Board;
 - (c) note and provide any comment on the plans to change the existing partnership working arrangements of the Safer and Stronger Communities Board.

1.0 Purpose of this report

- 1.1 This report presents the revised terms of reference for the Safer and Stronger Communities Scrutiny Board following recent amendments made to the Council's Constitution.
- 1.2 Following the Scrutiny Board's assessment of the Safer and Stronger Communities Board in March 2013, a report summarising the Scrutiny Board's observations and recommendations is also attached for information.
- 1.3 This report also provides details of current plans to change the existing partnership working arrangements of the Safer and Stronger Communities Board which are currently being progressed by the Partnership Board.

2.0 Background information

- 2.1 The Annual Review of the Constitution more often than not identifies areas for amendment in relation to the Scrutiny Boards' terms of reference to ensure consistency in wording and provide procedural clarity.

3.0 Main issues

Constitutional changes affecting the Scrutiny Board's terms of reference

- 3.1 The Enabling Corporate Centre Project provided a review of corporate and central functions and proposed a realignment of services, setting up a corporate headquarters and a new Customers and Communities Directorate. This also led to a change in post title from Assistant Chief Executive (Customer Access and Performance) to Assistant Chief Executive (Customers and Communities). In order to reflect such changes, amendments have been made to the Council's Constitution in relation to the Officer Delegation Scheme. The terms of reference for the Scrutiny Boards (Safer and Stronger Communities) and (Resources and Council Services) have also been amendment to reflect these changes.
- 3.2 The revised terms of reference for this Scrutiny Board clarify that it is authorised to discharge overview and scrutiny functions relating to the functions delegated to the Assistant Chief Executive (Customers and Communities) under the Office Delegation Scheme (Executive Functions) in relation to the management and oversight of area based working arrangements (including community planning).
- 3.3 The revised terms of reference for the Safer and Stronger Communities Scrutiny Board are attached for Members' information (Appendix A).

Alignment of Scrutiny Boards to the Strategic Partnership Boards

- 3.4 Scrutiny Boards will continue to be aligned to the Strategic Partnership Boards and are therefore authorised to review or scrutinise the performance of their relevant Partnership Board. In accordance with the Scrutiny Board Procedure Rules, Scrutiny Boards will also continue to act as 'critical friend' to their relevant Partnership Board and consider and report on the following areas:

1. What contribution the Partnership Board is making to tackle poverty and inequality, and the progress being made against this?
 2. How successfully the Board's partnership arrangements are working?
 3. To what extent are significant benefits being seen from partnership working? How has partnership working ensured increased pace of change to address the issue in hand?
- 3.5 During March 2013, the Scrutiny Boards received a report from their relevant Strategic Partnership Board setting out their strengths and potential areas for development in respect of the three key questions above. The Scrutiny Boards were also given the opportunity to question the chair, members of the Partnership Board and support officers.
- 3.6 It was agreed that, following the scrutiny sessions, each Scrutiny Board would produce a summary report of its findings. The Scrutiny Support Unit would then prepare a cover report drawing out any common threads and best practice emerging from the individual inquiry sessions. The full report will be presented to Council, as the commissioning body for this piece of scrutiny inquiry work. Each Strategic Partnership Board will also receive their respective individual report, along with the cover report, and will be requested to respond to any scrutiny recommendations in the normal manner.
- 3.7 As the Safer and Stronger Communities Scrutiny Board is aligned to the Safer and Stronger Communities Partnership Board, representatives from this Partnership Board attended the Scrutiny Board's meeting on 11th March 2013. A report summarising the Scrutiny Board's observations and recommendations in relation to the Safer and Stronger Communities Board was forwarded to the Partnership Board and is also attached for Members information (Appendix B).

Plans to change the existing partnership working arrangements of the Safer and Stronger Communities Board

- 3.8 The Safer and Stronger Communities Board has a broad remit across community safety, community capacity, community relations, street cleaning and parks and green spaces. As such, a significant amount of work is undertaken by its two major supporting partnerships (Safer Leeds Executive and Stronger Communities Partnership).
- 3.9 However, there are now plans to change the existing partnership working arrangements of the Safer and Stronger Communities Board, which are currently being progressed by the Partnership Board. Further details of these plans are set out in the attached report (Appendix C).

4.0 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The amendments made to the Council's Constitution were considered by the General Purposes Committee on 9th May 2013, prior to being formally considered and approved by Council on 20th May 2013.

4.2 Equality and Diversity / Cohesion and Integration.

4.2.1 In line with the Scrutiny Board Procedure Rules, the Scrutiny Boards will continue to ensure through service review that equality and diversity/cohesion and integration issues are considered in decision making and policy formulation.

4.3 Council Policies and City Priorities

4.3.1 The terms of reference of the Scrutiny Boards continue to promote a strategic and outward looking Scrutiny function that focuses on the City Priorities. The Scrutiny Boards will continue to review or scrutinise the performance of their relevant Strategic Partnership Board. In doing so, they will review outcomes, targets and priorities within the Business Plan and specific "Best City for.... " priorities set out within the City Priority Plan.

4.4 Resources and Value for Money

4.4.1 This report has no specific resource and value for money implications.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The amendments made to the Scrutiny Board's terms of reference aim to provide procedural clarity.

4.6 Risk Management

4.6.1 This report has no risk management implications

5.0 Conclusions

5.1 This report summarises recent amendments made to the Council's Constitution which directly impact on the terms of reference for the Safer and Stronger Communities Scrutiny Board. The revised terms of reference for the Safer and Stronger Communities Scrutiny Board are attached for Members' information (Appendix A).

5.2 Scrutiny Boards will continue to be aligned to the Strategic Partnership Boards and authorised to review or scrutinise the performance of their relevant Partnership Board. In accordance with the Scrutiny Board Procedure Rules, Scrutiny Boards will also continue to act as 'critical friend' to their relevant Partnership Board and assess how well the Partnership is working in practice. Following the Scrutiny Board's assessment of the Safer and Stronger Communities Board in March 2013, a report summarising the Scrutiny Board's observations and recommendations is attached for information (Appendix B).

5.3 However, plans to change the existing partnership working arrangements of the Safer and Stronger Communities Board are currently being progressed by the Partnership Board. Further details of these plans are set out in the attached report (Appendix C).

6.0 Recommendations

6.1 Members are requested to:

- (a) note the Scrutiny Board's terms of reference;
- (b) note the report of the Safer and Stronger Communities Scrutiny Board on the Safer and Stronger Communities Partnership Board;
- (c) note and provide any comment on the plans to change the existing partnership working arrangements of the Safer and Stronger Communities Board.

7.0 Background documents¹

7.1 None

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

This page is intentionally left blank

Scrutiny Board (Safer and Stronger Communities)

The Scrutiny Board (Safer and Stronger Communities) is authorised to discharge the following overview and scrutiny functions¹:

1. to review or scrutinise decisions made or other action taken in connection with any council or executive function of any matter which affects the authority's area or the inhabitants of that area;²
2. to review or scrutinise the performance of the Safer and Stronger Communities Board³;
3. to carry out such other reviews or policy development tasks as it may be requested to do by either the Executive Board or the Council;
4. to act as the appropriate Scrutiny Board in relation to the Executive's initial proposals for a relevant plan or strategy⁴ within the Budget and Policy Framework;⁵
5. to review or scrutinise executive decisions that have been Called In;
6. to exercise the functions of a crime and disorder committee⁶, including the following:
 - a. to review or scrutinise the exercise of crime and disorder functions⁷ by responsible authorities;⁸
 - b. to review or scrutinise any local crime or disorder matter raised by a Member;⁹

¹ In relation to the functions delegated to the Director of Environment and Neighbourhoods under the Officer Delegation Scheme (Council Functions) and the Officer Delegation Scheme (Executive Functions) at paragraphs 1 (a) to (e) and 2 (d) to (l) and the Assistant Chief Executive (Customers and Communities) under the Officer Delegation Scheme (Executive Functions) at paragraph (a) whether or not those functions are concurrently delegated to any other committee or officer.

² Including matters pertaining to outside bodies and partnerships to which the authority has made appointments

³ The Scrutiny Board has a duty to do this each municipal year – Scrutiny Board Procedure Rule 10.3

⁴ Namely the Safer and Stronger Communities Plan

⁵ In accordance with Budget and Policy Framework Procedure Rules.

⁶ In accordance with Section 19 Police and Justice Act 2006

⁷ As defined by Section 6 Crime and Disorder Act 1998 (formulating and implementing crime and disorder strategies).

⁸ These are the authorities responsible for crime and disorder strategies set out in Section 5 of the Crime and Disorder Act 1998

⁹ This is any matter concerning –

- a) crime and disorder (including in particular forms of crime and disorder that involve anti-social behaviour or other behaviour adversely affecting the local environment), or
- b) the misuse of drugs, alcohol and other substances in that area.

which affects all or part of the electoral area for which the Member is elected or any person who lives or works in that area.

7. to review outcomes, targets and priorities within the Council Business Plan and Best city... for communities priorities within the City Priority Plan;
8. to receive requests for scrutiny and councillor calls for action and undertake any subsequent work; and
9. to make such reports and recommendations as it considers appropriate and to receive and monitor formal responses to any reports or recommendations made by the Board.

Report of the Safer and Stronger Communities Scrutiny Board on the Safer and Stronger Communities Partnership Board



Background

1. The Scrutiny Board Procedure Rules state that all Scrutiny Boards will act as a “critical friend” to the relevant Strategic Partnership Board and consider and report on the following areas:
 - What contribution the Partnership Board is making to tackle poverty and inequality, and the progress being made against this
 - How successfully the Board’s partnership arrangements are working
 - To what extent are significant benefits being seen from partnership working? How has partnership working ensured increased pace of change to address the issue in hand?
2. During March 2013, the Scrutiny Boards received a report from their relevant Strategic Partnership Board setting out their strengths and potential areas for development in respect of the three key questions above. The Scrutiny Boards were also given the opportunity to question the chair, members of the Partnership Board and support officers.
4. It was agreed that, following the scrutiny sessions, each Scrutiny Board would produce a summary report of its findings. The Scrutiny Support Unit would then prepare a cover report drawing out any common threads and best practice emerging from the individual inquiry sessions. The full report will be presented to Council, as the commissioning body for this piece of scrutiny inquiry work. Each Strategic Partnership Board will also receive their respective individual report, along with the cover report, and will be requested to respond to any scrutiny recommendations in the normal manner.
5. As the Safer and Stronger Communities Scrutiny Board is aligned to the Safer and Stronger Communities Partnership Board, the following representatives from this Partnership Board had attended the Scrutiny Board’s meeting on 11th March 2013:
 - Bishop John Packer, Vice Chair of the Safer and Stronger Communities Board (also Chair of the Leeds Migration Partnership)
 - Mike Love, Member of the Safer and Stronger Communities Board (also representing Together for Peace)
 - Neil Evans, Director of Environment and Neighbourhoods
 - Rachael Loftus, Programme Manager, Localities and Partnerships
6. This report summarises the observations and recommendations made by the Scrutiny Board during this meeting.

The Scrutiny Board's observations and recommendations relating to the Safer and Stronger Communities Partnership Board.

Working collaboratively with partners

7. The Safer and Stronger Communities Partnership Board is made up of 15 members (11 partners and 4 politicians) and is supported by 4 Leeds City Council officers. In acknowledging that the Partnership is chaired by the Council's portfolio holder for Neighbourhoods, Planning and Support Services, the Scrutiny Board is pleased that the Partnership is also supported by a third sector Vice-Chair.
8. In addressing the Scrutiny Board, the Vice Chair highlighted that a major strength of the Partnership Board has been its ability to bring together a range of partners within the public and voluntary and community sectors, including Elected Members, to explore opportunities for collaborative working in addressing a whole variety of issues.
9. The Partnership Board has a broad remit across community safety, community capacity, community relations, street cleaning and parks and green spaces. As such, recognition was also given to the work undertaken by its two major supporting partnerships (Safer Leeds Executive and Stronger Communities Partnership) and the other supporting partnerships that are working on specific work-streams, such as the Leeds Migration Partnership.
10. During the meeting, particular reference was made to the separate work-stream that reports directly to the Partnership Board on cleaner-greener issues. Whilst the current arrangements for cleaner-greener priorities are largely set and delivered by the Council through its statutory responsibilities and delegated functions, the Scrutiny Board supported the view of the Partnership Board that more partner involvement is needed in this area of work.

Recommendation 1

That the Safer and Stronger Communities Partnership Board actively pursues the development of more partner involvement in delivering the city's cleaner-greener priorities.

11. The Director of Environment and Neighbourhoods also emphasised the need to engage more proactively with communities and the third sector in relation to the cleaner-greener agenda and also the Safer Leeds agenda.
12. With regard to the cleaner agenda in particular, historically the focus has primarily been around service delivery as oppose to trying to engage with the third sector and communities to gain a better understanding of why certain parts of the city remain very clean and yet there are areas where people persistently drop litter and encounter problems with fly-tipping. The Scrutiny Board was pleased to note that discussions around potential opportunities for promoting community involvement in the cleaner agenda had recently taken place by the Partnership Board.
13. As the city's Community Safety Partnership, the Safer Leeds Executive is statutorily required to produce a local crime and disorder strategy and therefore develops its own work programme outside the main body of the Partnership Board. However, it was reported that such work tends to focus around the actions of the relevant statutory agencies in tackling issues rather than exploring community involvement opportunities

to better understand how it feels to be in a community that is suffering from high levels of crime. It was noted that any issues discussed by the Safer and Stronger Communities Partnership Board are addressed from a variety of different perspectives given the involvement of a wide range of partners. Whilst the Scrutiny Board acknowledges that this has proven particularly beneficial in relation to the cleaner-greener and Safer Leeds agendas, it would encourage a more proactive and direct involvement of communities and the third sector within these two particular areas of work.

Recommendation 2

That the Safer and Stronger Communities Partnership Board ensures the involvement of communities and the third sector in the cleaner-greener and the Safer Leeds agendas.

14. The Council's current locality working arrangements, introduced in 2011, brought about changes that were underpinned by a set of locality working design principles. Such principles relate to strong and effective governance arrangements that are responsive to the needs and aspirations of local communities. These also promote strong local leadership, with particular emphasis around engaging communities in a way that supports residents in developing local priorities, holding services to account, enabling them to do more for themselves and developing a sense of pride and belonging in their local neighbourhood.
15. Linked to such principles, the Vice Chair also highlighted a need for partners to undertake more work based on the needs of particular localities as well as maintaining a strategic overview citywide.

Recommendation 3

That the Safer and Stronger Communities Partnership Board also undertakes work which underpins the locality working design principles and considers the needs of particular localities as well as maintaining a strategic overview citywide.

Improving stronger communities working in Leeds

16. One of the Partnership's priorities within the City Priority Plan 2015 is to increase the sense of belonging that builds cohesive and harmonious communities. As such, the Scrutiny Board acknowledged that recent meetings of the Stronger Communities Partnership have focused on better understanding what is meant by 'stronger communities' and identifying the conditions required to build on and improve stronger communities working in Leeds. Linked to this, the Scrutiny Board supports the work being undertaken with the Third Sector Partnership to better co-ordinate on agendas and to start looking at delivery structures to improve working with communities in Leeds, with a view to developing a 'best city for communities' framework. However, the Scrutiny Board believes that the composition and strands of work undertaken by the supporting partnerships also need to reflect this shift in focus.

Recommendation 4

That the Stronger Communities Partnership ensures that the composition and strands of work undertaken by the supporting partnerships are also reflective of the move towards developing a 'best city for communities' framework to improve stronger communities working in Leeds.

Areas of significant improvement

17. The Leeds Burglary Taskforce brings together key partners from the city's crime reduction and prevention agencies into one focused team to effectively tackle burglary. The team also work with young people who are at risk of becoming burglary offenders, those leaving prison after being convicted of a burglary offence and with communities vulnerable to burglary.
18. The Scrutiny Board acknowledges that before the start of the Burglary Reduction Programme, Leeds had the highest rate of recorded burglaries compared with other similar cities. In 2012/13 there were 5,305 recorded domestic burglaries in Leeds; down 30.8% when compared with the previous year and equivalent to 2357 fewer victims. In 2012 the social and economic cost to Leeds in relation to burglary was equivalent to £22.1m compared with £33.3m in 2011; around £11.2m reduction in cost.
19. Leeds now has lower rates of offences than both Manchester and Sheffield. Work during the year has also progressed to further improve burglary levels through the introduction of predictive mapping and partnership responses.
20. The Scrutiny Board also acknowledges that, since April 2011, Leeds has been operating a multi-agency approach to specifically tackle anti-social behaviour (ASB) in localities. This partnership approach also provides a co-ordinated and improved level of response and support to victims. The Scrutiny Board welcomes the significant progress made in tackling ASB and recognises that this multi-agency approach has been instrumental in achieving this progress. As such, the Leeds ASB Team is recognised regionally and nationally as a model of good practice.

Working jointly with other Strategic Partnership Boards

21. The Scrutiny Board was pleased to note that as well as focusing on a few areas of work that join up the spectrum of Safer and Stronger Communities priorities, the Partnership Board is also proactive in working jointly with other Partnership Boards on priority programmes. Particular examples shared with the Scrutiny Board related to the priority work around implementing restorative practices across Children's Services; the joint working approach being undertaken through the Families First Leeds programme; and the Partnership's involvement in the Leeds Alcohol Management Partnership to reduce the harm and negative impacts of alcohol in Leeds.

Working closely with the Scrutiny Board

22. The Scrutiny Board has already developed a close working relationship with the Chair of the Partnership Board in his capacity as the Council's portfolio holder for Neighbourhoods, Planning and Support Services. However, the Scrutiny Board was also pleased to learn from the Vice Chair that the work undertaken by Scrutiny is often communicated back to the Partnership Board. Particular reference was made to the in-depth inquiry undertaken by Scrutiny around fuel poverty, which acknowledged the complexity and cross-cutting nature of this problem. The Scrutiny Board had also cited positive examples of joint working between the Council and its key partners in exploring and delivering programmes aimed at addressing fuel poverty.
23. It was also acknowledged that the Chair of the Scrutiny Board attends the Partnership Board meetings, which has proved very beneficial in terms of establishing a close working relationship between the two Boards.

24. The Scrutiny Board has also assisted the Partnership in undertaking specific pieces of work. In preparation for the introduction of an elected West Yorkshire Police and Crime Commissioner, the Scrutiny Board was asked to provide support to the Safer Leeds Executive as it developed a Leeds Community Safety Business Plan outlining the city's priorities in relation to policing and crime reduction. The Scrutiny Board had undertaken this piece of work during August 2012 and the Business Plan was approved by the Safer Leeds Executive in September 2012.
25. The Scrutiny Board is keen to maintain this close working relationship in the future.

Leeds Poverty Challenge

26. Particular focus was given to the Leeds Poverty Challenge, which was an initiative put forward by the Partnership Board as a key response to joining up action and planning on welfare reform.
27. Based on the successful work of the Scottish Poverty Truth Commission, the Scrutiny Board particularly welcomes the objective of the Leeds Poverty Challenge to seek to get under some of the pervasive aspects of poverty in the city and work out how we can better create solutions by co-producing action with people most directly concerned.
28. The Scrutiny Board noted that Phase 1 of the Challenge has now begun to recruit up to 30 people directly experiencing poverty in Leeds who will meet together with some support over the next few months to develop their ability to express and articulate their own experience of poverty, as well as to begin to explore their own views on how to effectively tackle poverty long term. Board Members were particularly pleased to note that Elected Members would be contacted directly to recommend any potential representatives to get involved in the Challenge.
29. The Scrutiny Board emphasised the need to produce workable and sustainable solutions and is pleased to note that the second phase will be about moving immediately to action. The Scrutiny Board is very keen to be kept informed of progress with this particular initiative but also recommends that all Elected Members are kept informed of progress too.

Recommendation 5

That the Chair of the Safer and Stronger Communities Partnership Board ensures that all Elected Members are kept informed of progress relating to the Leeds Poverty Challenge.

Other general observations

- Governance and accountability arrangements of the Strategic Partnerships

30. The Scrutiny Board noted that following a review of partnership arrangements in December 2012, it was concluded that the Leeds Initiative Board should be replaced by a wider Best City Leadership Network; this would involve more stakeholders in less frequent meetings focusing on the big 'State of the city' issues which face the city. It was acknowledged that the 5 strategic partnership boards would not be changed but would be managed in future by the relevant directorates. However, the Scrutiny Board felt that further clarity is still needed as to how the Partnerships will be held to account in conjunction with the critical friend role of scrutiny. Once confirmed, such

accountability arrangements should be reflected within the terms of reference for the Safer and Stronger Communities Partnership Board and other Partnership Boards.

Recommendation 6

That once confirmed, the accountability arrangements in place for the Safer and Stronger Communities Partnership Board are set out clearly in the Partnership's terms of reference.

- Role of the Third Sector Partnership

31. Previously, it was considered appropriate for the Third Sector Partnership to report directly into the Leeds Initiative Board in recognition that the involvement of the third sector needed to be mainstreamed across all of the Strategic Partnerships. As such, the Resources and Council Services Scrutiny Board was also required to act as a critical friend to the Third Sector Partnership. It was therefore recognised that further clarification is needed in terms of how this Partnership will continue to inter-relate with the Strategic Partnerships and also link with Scrutiny now that the Leeds Initiative Board no longer exists.

- Involvement of partners in decision-making

32. The Scrutiny Board emphasised the need to ensure that the views of external partners are reflected in any future changes made to the partnership arrangements as should decisions should be taken bilaterally.

Conclusion

33. The Scrutiny Board would like to thank the members of the Safer and Stronger Communities Partnership Board for their positive participation in this review. In conclusion, the Scrutiny Board agrees that the Partnership Board's initial year has been productive, but that there is also further work to be done.

34. In relation to the specific areas set out in the terms of reference for this piece of scrutiny inquiry work, the Scrutiny Board would like to reiterate some of the key points set out in its report.

What contribution the Partnership Board is making to tackle poverty and inequality, and the progress being made against this.

35. It is evident that the development of the Leeds Poverty Challenge will have a significant impact on the city's ability to understand and address the factors associated with poverty. The Scrutiny Board emphasised the need to produce workable and sustainable solutions and is very keen to be kept informed of progress with this particular initiative.

36. Linked to the work undertaken by Scrutiny around fuel poverty, the Scrutiny Board also acknowledges the commitment of staff within Environment and Neighbourhoods in providing fuel poverty training for many teams and organisations and working closely with other partners on various projects to provide vulnerable residents with both income maximisation and fuel poverty advice.

How successfully the Board's partnership arrangements are working

37. It is clear that the Partnership Board has a broad remit across community safety, community capacity, community relations, street cleaning and parks and green spaces. As such, recognition was also given to the work undertaken by its two major supporting partnerships (Safer Leeds Executive and Stronger Communities Partnership) and the other supporting partnerships that are working on specific work-streams, such as the Leeds Migration Partnership.
38. Recommendations have been made by the Scrutiny Board to pursue the development of more partner involvement in delivering the city's cleaner-greener priorities and to also ensure more involvement of communities and the third sector within the cleaner-greener and the Safer Leeds agendas.
39. A recommendation has also been made for the Partnership to undertake work which underpins the Council's locality working design principles and therefore considers the needs of particular localities as well as maintaining a strategic overview citywide.
40. The Scrutiny Board supports the work being undertaken to look at delivery structures to improve working with communities in Leeds and develop a 'best city for communities' framework. However, linked to this, the Scrutiny Board has recommended that the composition and strands of work undertaken by the supporting partnerships also reflect this shift in focus.

To what extent are significant benefits being seen from partnership working? How has partnership working ensured increased pace of change to address the issue in hand?

41. It is clear that a major strength of the Partnership Board has been its ability to bring together a range of partners within the public and voluntary and community sectors, including Elected Members, to explore opportunities for collaborative working in addressing a whole variety of issues.
42. The success of such collaborative working is particularly evident in relation to the city's priorities for tackling burglary and anti-social behaviour and has led to significant performance improvements.
43. In moving forward, the Scrutiny Board believes that by embedding the locality working design principles into the future work of the Partnership Board, this also has the potential to achieve further significant benefits in the future.
44. The Scrutiny Board is also keen to maintain a close working relationship with all relevant partners in delivering the city's safer and stronger communities priorities.

May 2013.

This page is intentionally left blank

Cover Note

From: Cllr Peter Gruen, Chair, Safer and Stronger Communities Board and Stronger Communities Partnership

Report to: Safer and Stronger Communities Scrutiny Board

Date: 29 May 2013

Subject: Working with Communities in Leeds

The following report was presented to the Stronger Communities Partnership meeting on Friday 24 May 2013. Additional attendees from the Safer and Stronger Communities Board were also invited to attend, in order to inform the discussion.

The report contained 4 main recommendations about the future of the Safer and Stronger Communities agenda in a partnership context. The partnership agreed with each of the recommendations and offered continued support and cooperation to form a new Communities Board to make the best use of the partnership resources in order to develop effective working with communities in Leeds.

During June and July work will be underway to form a refreshed action plan which will act as the City Priority Plan, and will rework the 4 year priorities in order to ensure our partnership work on the Best City for Communities is targeted and effective. This partnership plan will aim to be signed off in September.

A draft terms of reference was presented to the partnership, and was agreed subject to further work on the membership of the new Board and the exact make up of the sub-board partnerships.

Cllr P Gruen
29 May 2013.

Report of: **Stronger Communities Partnership**
Report to: **Stronger Communities Partnership**
Date: **16 May 2013**
Subject: **Working with Communities in Leeds**

Executive Summary

The Safer and Stronger Communities Board has worked successfully to bring together different elements of the communities agenda in Leeds in the last 2 years. The context for working with communities has now changed however and more limited time and resources means we must focus on what will be the most effective use of our collective input.

A focused Communities Board could be an effective vehicle for partners to work together to create the conditions where communities can thrive. Through dividing the “safer” from the “stronger” we can apply more focus to the area that needs the most development and would benefit from an improvement programme.

1.0 Purpose of this report

- 1.1 To set out a proposed strategic context for working with communities in Leeds, and to provide a set of actions that can deliver a partnership approach to working with communities. It aims to set out the need for a coherent, purposeful approach to working with and investing in communities which builds on the good work that is already taking place.
- 1.2 To present proposals in the context of service and financial pressures which require radical solutions and capable, engaged communities who are able to work in partnership, deliver services and/or take action to meet existing and emerging needs.
- 1.3 To set out proposed amendments to our existing partnership arrangements on working with communities to deliver enhanced outcomes and a smarter use of our partnership resources.

2.0 Background information

2.1 Partnership Context: working with communities

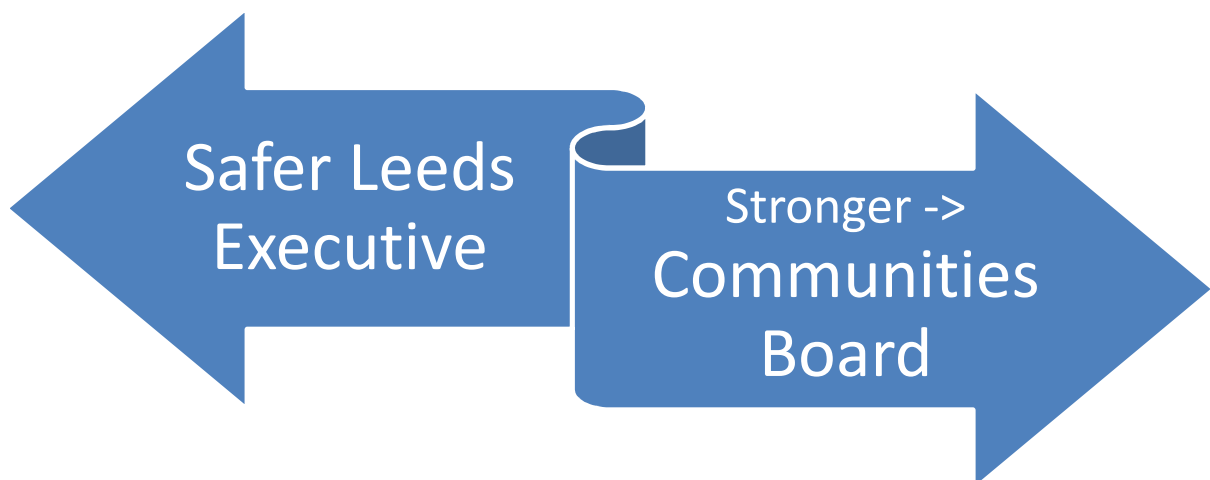
- 2.1.1 Technically, responsibility for working with communities cuts across all the Strategic Partnership Boards but there have been significant hubs of activity and leadership from the Safer and Stronger Communities Board (especially via Stronger Communities Partnership and sub-partnerships) and the former Leeds Initiative Board (via Third Sector Partnership).
- 2.1.2 The Safer and Stronger Communities Board (SSCB) has been one of the 5 city Strategic Partnership Boards¹ since 2011. It has responsibility for the aspects of Best City for Communities in the City Priority Plan.

- 2.1.3 The Stronger Communities Partnership is a strategic partnership that has supported the SSCB since its inception in 2011, and leads on the overarching issues of community relations and community capacity. It also is responsible for the partnership work conducted by Migration Partnership, Gypsy Traveller and Roma Strategy Group, BME Challenge Forum, and makes links with the Safeguarding Communities group that brings together work on community tension, and links with the Third Sector Partnership that leads on the relations between the city and the third sector.
- 2.1.4 The Safer Leeds Executive is the Leeds Community Safety Partnership that was embedded as part of the 1998 Crime and Disorder Act. It brings together the “responsible authoritiesⁱⁱ” and “co-operating bodiesⁱⁱⁱ” to align relevant service delivery to the three Safer Leeds commitments, ensures value for money through cost effective deployment of services and manages risks, threats and harms for the city’s communities.
- 2.1.5 The decision was taken to disband the Leeds Initiative Board in December 2012. This had previously fulfilled the role of overseeing the work of the 5 SPBs and supporting cross cutting work. This will be succeeded by the Best City Leadership Network later in 2013 that will aim to bring together relevant people from across the city to ensure effective partnership solutions. This will not however have the role of overseeing the work of the SPBs.
- 2.1.6 The Leeds City Council Safer and Stronger Communities Scrutiny Board met in March 2013 to review the work of the Safer and Stronger Communities Board since 2011 and will report back in May 2013. Cllr Barry Anderson, Chair of the Scrutiny Board has allowed the draft copy of the report to be seen by the Stronger Communities Partnership and is included in these papers [as an appendix] in order to help with deliberations. The report largely praises the work of the Safer and Stronger Communities Board but encourages greater working with communities in the Safer and Cleaner-Greener agendas, and encourages the Stronger Communities Partnership to now action its clarified approach.
- 2.2 Changing national and local context for working with communities
- 2.2.1 The context of a renewed social contract with communities: empowering communities to share responsibility for a greater number of services, and be involved in the decisions or delivery that shape our lives, invites us to think more strategically about the way we work with communities across our partnership arrangements.
- 2.2.2 This is underlined by the context of austerity and limited funding meaning we are more than ever, required to work out the best and most efficient ways of working with communities to maximise our investment of time and resources.
- 2.2.3 The timing for a renewed partnership governance and delivery framework for working with communities is enhanced both by the changing context for work in the public sector (along the board spectrum with opportunities from the Commission for the Future of Local Government and threats from an ever decreasing financial settlement) as well as the third sector (along an equally broad spectrum of opportunities for greater involvement in public

sector delivery and threats from swingeing reductions in charitable funding and philanthropic donations).

- 2.2.4 Achieving better working with communities is essential for all partners and the needs looks only set to increase in importance as we go forward.

3.0 Main proposals for discussion



- 3.1 **To establish a (Working with) Communities Board to replace the existing Safer and Stronger Communities Board**
- 3.2 In the Vision 2030 and City Priority Plan 2015 there are clear outcomes for the Best City for Communities: where people are safe and feel safe, that the city is clean and welcoming, that people are active and involved in their communities and that people can get on well together. The 4 priorities in the City Priority Plan are on reducing crime (safer), tackling ASB (safer), ensuring local neighbourhoods are clean (cleaner-greener) and increasing the sense of belonging that builds cohesive and harmonious communities (stronger).
- 3.3 One of the aims in bringing together the Safer and Stronger Communities Board in 2011 was to achieve greater working across agendas: across the safer and stronger spectrum but also across our other priority areas of health and wellbeing, business, children and young people and housing and regeneration. And work across the whole safer-stronger agenda has risen to this challenge in different ways. However, it is fair to say that this has largely been initiated and successful at sub-board level: for example the work linking Health with Safer on key topics like alcohol and drugs. Or the work to look at troubled families which has been led by Children's but well supported at community (Stronger) level as well as multi-agency (Safer) level.

- 3.4 Where the Board has been less successful has been in delivering the change at community level – both in terms of outcomes and structural change. The overall ambition of the Board to be the Best City for Communities has at times been lost in the detail of performance management of each strand, or in trying to give equal weight to 3 different (and very differently resourced) strands.
- 3.5 Moving into the second half of the City Priority Plan therefore, it seems timely to reassess what the partnership can achieve, how it can allocate its resources best, how it can continue to improve in the areas where it is working well and how it can refocus its activities to set a trajectory of improvement.
- 3.6 In this context it is proposed:
- 3.6.1 **To convene a Communities Board** (or Working with Communities Board) to succeed the Safer and Stronger Communities Board. The refreshed Board could then focus on creating the conditions for the Best City for Communities which would still include elements of the safer and cleaner-greener agendas – but look specifically on how they relate to communities. The Executive Board Member and Chair would remain as Cllr Peter Gruen Executive Member, Neighbourhoods, Planning and Support Services, and the “Lead Director” would change to James Rogers, Assistant Chief Executive, Customers and Communities. A proposed Terms of Reference is included as Appendix 1, based on the existing Strategic Partnership Board standard terms.
- 3.6.2 **For the Safer Leeds Exec to remain unchanged** – to retain its function of Community Safety Partnership, and for any amendments to its make up or reporting arrangements to suit the new priorities and change in status in relation to the Police and Crime Commissioner election – to be determined by the Safer Leeds Executive itself, in conjunction with the Executive Board member and Lead Director in Environment and Neighbourhoods. Any issues about Safer Communities can still be referred to the Communities Board for support and direction, and the reporting on the Priority Indicators can still be viewed for reference and comment by the new Communities Board – but that the Safer Leeds Exec should use its own reporting arrangements currently in place for the majority of its work programme.
- 3.6.3 **To formalise the current arrangements for Cleaner Greener that these are largely Council priorities and not enhanced by a partnership board role – but rather by localised partnership working** – in agreement with the Executive Board member and Lead Director in Environment and Neighbourhoods. Similar to the position of Safer, if there are Cleaner-Greener issues that would benefit from improved working with communities, the Communities Board would be available for strategic advice and direction – but that the cleaner-greener workstream should use the reporting arrangements currently in place for the majority of its work programme.
- 3.7 **To establish a work programme and structure to support the new Communities Board**
- 3.7.1 In 2012/13 the Stronger Communities Partnership developed work to better define “stronger communities” and to highlight the areas that are most essential to building and supporting communities.

- 3.7.2 The statement that was agreed^{iv} showed some priorities around good relations: building community capacity and resilience, supporting communities to establish their own identity and how this relates to Leeds (defining how we work with minority/ marginalised/ isolated communities) and promoting a Leeds-wide buy in to shared community values such as community spirit, neighbourliness, tolerance and celebrating difference.
- 3.7.3 At the same time some work had been underway in different forums to look at what is needed in Leeds for an approach to working with and supporting communities more generally. This has been looked at through a variety of lenses: through the locality working “design principles” and through attempts at developing a community development strategy.
- 3.7.4 Colleagues in the LCC Localities and Partnerships team, along with NHS and third sector colleagues have been developing a framework that sets out the key building blocks required for working with communities in a city and this shows some key identifiable factors to creating the best conditions for working with communities. The aim was to use this work to develop a methodology both for assessing progress but also a realistic way of getting the right support to where communities need it and investing in the right kinds of support that will be cost effective for delivering on other outcomes across the city.
- 3.7.5 The partnership agreed to set a series of objectives that could monitor progress with the overall aims to work together to ensure all communities have fair access to cultural, leisure or social space; have the right support to develop capacity to have voice and influence, have adequate protections for the vulnerable and isolated built in; have the right level of investment to build skills for independence; are connected and networked with each other across the city – to share strengths, resources and ideas and have their opinions and ideas sought out, heard and acted on wherever possible, and the diversity of these voices will be processed fairly, with cultural sensitivity and with common sense. Plans would be made recognising that not all communities are equal in the city – but we would be committed to establishing a new relationship with and between communities and wanting to ensure that all communities can have a fair chance of success.
- 3.8 In this context it is proposed:
- 3.8.1 **To develop a Board work programme** that includes:
- § Work on a “Best City for Communities” development programme.
 - § Work on a citywide approach to community relations including maintaining links with the Safeguarding Communities work.
 - § The work of the Leeds Migration Partnership.
 - § Work with the Leeds Poverty Challenge.
 - § Agreement on the development of the current strands of work of the BME Challenge (a separate update paper is included as a separate agenda item and the work of the Gypsy Traveller and Roma Strategy Group (a separate paper will be tabled at the meeting for reference).
 - § Continued linkage to the Third Sector and formally through the Third Sector Leeds Partnership.

- § Links to the Area Leadership Teams to cement locality working to the working with communities agenda.
- § Links to the Safer and Cleaner-Greener agendas, as well as links to the other Strategic Partnership Boards.

(Working with) Communities Board



4.0 Implications for partnership governance

- 4.1 The Communities Board would play the role of a Strategic Partnership Board for the city and continue to comply with the partnership governance arrangements shared by all the Strategic Partnership Boards.

5.0 Legal and resource implications

- 5.1 A Communities Board would anticipate making better use of the partnership resources available and create opportunities for shared resources to invest in working with communities.

6.0 Conclusions

- 6.1 That the Safer and Stronger Communities Board has worked well in its first two years – but that there is little continued benefit expected in convening it in its current form.

- 6.2 That the excellent work lead by Safer Leeds will continue unchanged, and would be expected to continue to work well with a new Communities Board and all the Strategic Partnership Boards.
- 6.3 That the good work achieved in bringing together some joint work on specific topics will continue through the new board, and specifically the workstreams on restorative practice, families first and safeguarding communities.
- 6.4 That the partnership work to support the city's outcomes for a cleaner and greener city will be most effective at local levels.
- 6.5 That a Communities Board would enhance the outcomes of all aspects of the City Priority Plan as well as raise achievement and improve outcomes on working with communities.

7.0 Recommendations

- 7.1 That the Stronger Communities Partnership discusses the proposed change to partnership working arrangements.
- 7.2 That the Stronger Communities Partnership discusses the transition arrangements required to developing a new Communities Board.
- 7.3 That the Stronger Communities Partnership agrees or suggests amendments to the proposed draft terms of reference included here at Appendix 1.
- 7.4 That a small working group be appointed across partners to work on the development of a Communities Board work programme as quickly as possible.

ⁱ The 5 SPBs are: Children's Trust Board, Health and Wellbeing Board, Sustainable Economy and Culture Board, Housing and Regeneration Board and Safer and Stronger Communities Board

ⁱⁱ Responsible Authorities – Leeds City Council, Leeds City Council Executive Member, NHS Airedale, Bradford and Leeds, West Yorkshire Police, West Yorkshire Police Authority, West Yorkshire Fire and Rescue Service, West Yorkshire Probation Trust.

ⁱⁱⁱ Co-operating Bodies – Leeds Children's Trust Board, Leeds Safeguarding Children Board, Youth Offending Service, Arms Length Management Organisations (ALMOs), HM Prison Leeds.

^{iv} Agreed statement of intent: "We want to see all Leeds' communities being strong and resilient: communities that can influence and shape the decisions that affect them; communities that can identify their own strengths and vulnerabilities; communities that mediate their own solutions to problems and know where to go to for help; and communities that are capable of withstanding the unexpected when it occurs. We want each of Leeds' communities to be able to determine their own individual identity; to be confident of where they relate to the wider city, and to buy in to the shared Leeds values of: community spirit, neighbourliness, tolerance and celebrating difference. This applies equally to communities of place and communities of identity. "Stronger communities" will come when we work together to achieve these aims."

Appendix 1 – (Working with) Communities Board

DRAFT Terms of Reference

Purpose

The purpose of the Communities Board is to provide strong and effective leadership, to support partnership work that takes action to deliver the aspirations of the Vision for Leeds. In particular, its key objectives are to join up activities to maximise outcomes, and to create a culture where partnership work in the interests of local people is built into the way all agencies, sectors and organisations act.

Strategic Leadership

The board will lead the long-term strategy for the city for communities and co-ordinate the partnership actions to achieve the priorities in the city priority plan.

Accountability

The Communities Board is not a separate legal entity. Each partner on the Board retains its own functions and responsibilities, for example for Leeds City Council – its role in the Board is accountable to the Leeds City Council Executive Board.

Strategic direction for the Board will be derived from the Vision for Leeds 2030. The Board provides a focus for the agreement of shared action between partners and constructive challenge to make sure that the partnership work improves outcomes. To meet this objective this board will also have a role to performance manage the delivery of the City Priority Plan Priorities for Communities.

Roles

The chair will be the Executive Board Member for Neighbourhoods, Planning & Support Services.

The vice-chairs will be selected from the third sector members.

Executive accountability will be with Leeds City Council via the Assistant Chief Executive, Customer and Communities.

Servicing and support will be the responsibility of Leeds City Council

Responsibilities

The Communities Board will:

- § lead the delivery of the communities themes in the Vision for Leeds and the City Priority Plan;
- § develop, deliver and report on an action plan to deliver the objectives in the city priority plan;
- § provide a framework within which partners may agree to commission services together, with pooled or aligned budgets;
- § act as an advocate for the contribution which these themes make to public policy and partnership working in the city, and support the culture and practice of partnership working;
- § develop and sponsor new activities, which support the aspirations of the Vision for Leeds for communities

- § tackle underperformance against the priorities and targets;
- § identify opportunities for greater efficiency, effectiveness and economy of delivery through a common approach and innovative solutions to areas of policy, planning, performance management, consultation, reporting and communication, resource allocation and delivery of services in the city and take action as appropriate;
- § evaluate the impact of interventions, capture learning and disseminate good practice across partners in the Leeds Initiative; and
- § influence local, regional and national government policy initiatives linked to these themes.

The Communities Board will have specific oversight of workstreams on:

- § The “Best City for Communities” development programme
- § Work on a citywide approach to community relations including maintaining links with the Safeguarding Communities work
- § The work of the Leeds Migration Partnership
- § Work with the Leeds Poverty Challenge
- § Agreement on the development of the current strands of work of the BME Challenge Forum and the work of the Gypsy Traveller and Roma Strategy Group
- § Links to the Area Leadership Teams to cement locality working to the working with communities agenda

Linkages

This group is one of five Strategic Partnership Boards and together these bodies are responsible for the entire Vision for Leeds and the City Priority Plan. It has links to a wider network of partnerships, some of which it will commission to deliver areas of its agenda, and it will link with the agendas of other partnership boards, specifically the Safer Leeds Executive, Third Sector Partnership.

Equality and community engagement

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

Membership

The membership of the group will be chosen to reflect a cross sector balance of expertise and knowledge in the following areas:

- § Black and minority ethnic communities
- § Community Development
- § Community participation
- § Community relations
- § Community safeguarding
- § Criminal justice or anti-social behaviour
- § Equalities law and practice
- § Faith communities
- § Giving or philanthropy
- § Gypsy or Traveller or Roma communities

- § Intercultural working
- § Intergenerational working
- § Local community action
- § Migrant communities
- § Public communications
- § Public health
- § Volunteering

The cross sector balance will reflect all relevant sectors to the agenda, specifically including:

- § Elected members
- § Community sector
- § Further or Higher education sector
- § Health and wellbeing
- § Housing
- § Locality working
- § Police
- § Third sector

Officers in attendance

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

Openness

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

These Terms of Reference were agreed:

Date:

Signed:

XXX Chair, Communities Board

This page is intentionally left blank

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 10th June 2013

Subject: Crime and Disorder Scrutiny

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 Introduction

- 1.1 In recent years, the role and responsibilities of overview and scrutiny have expanded significantly, with the function now responsible for investigating the delivery of services provided by a wide range of public, private and third-sector partners.
- 1.2 Provisions in the Police and Justice Act 2006, namely Section 19, 20 and 21, further extend the remit of local authorities to scrutinise crime and disorder functions and as from April 2009, the Council has been required to designate a Scrutiny Board to act as the Council's 'Crime and Disorder Committee'. The Safer and Stronger Communities Scrutiny Board has been assigned to fulfil this role.
- 1.3 In its capacity as a 'Crime and Disorder Committee', the Safer and Stronger Communities Scrutiny Board has powers to review or scrutinise decisions made (or action taken), in connection with the discharge by the 'responsible authorities' of their crime and disorder functions. These are the authorities responsible for crime and disorder strategies and include the Local Authority, the West Yorkshire Police Force, the West Yorkshire Fire and Rescue Service, the Leeds Clinical Commissioning Groups and the West Yorkshire Probation Trust.
- 1.4 The Crime and Disorder Act 1998 also introduced Crime and Disorder Reduction Partnerships (now referred to as Community Safety Partnerships) to develop and implement such strategies. In Leeds, *Safer Leeds* is the city's Community Safety Partnership.
- 1.5 Home Office guidance recommended that a protocol be developed jointly between the local Scrutiny function and the Community Safety Partnership to help provide

guidance and a common understanding of how crime and disorder scrutiny will operate in practice. A protocol was therefore developed in Leeds and is attached for the information of the Scrutiny Board (Appendix 1).

2.0 Introduction of Police and Crime Commissioners and Police and Crime Panels

- 2.1 The Police Reform and Social Responsibility Act 2011 replaced police authorities with Police and Crime Commissioners (PCCs) and introduced Police and Crime Panels to scrutinise the decisions and actions of the PCCs and assist them in carrying out their functions.
- 2.2 On 15th November 2012, Mark Burns-Williamson was elected as the first West Yorkshire Police and Crime Commissioner and will hold office for a period of 3.5 years to May 2016.
- 2.3 However, local Crime and Disorder Committees have no remit to directly scrutinise their PCCs as this role lies with the new Police and Crime Panels (PCPs). In view of this, particular importance is placed upon forging strong links between Crime and Disorder Committees and their respective PCP members in order to relay to the PCC any issues that have been raised through local scrutiny and vice-versa.
- 2.4 The West Yorkshire Police and Crime Panel also fully recognise the benefits of establishing and maintaining strong links with the five Local Crime and Disorder Scrutiny Committees. As such, a 'Principles for Engagement' document was developed in liaison with the five Local Crime and Disorder Scrutiny Committees. This is also attached for Members information (Appendix 2).

3.0 Recommendations

- 3.1 Members of the Scrutiny Board (Safer and Stronger Communities) are asked to
 - (i) note the attached joint protocol between Scrutiny and the local Community Safety Partnership
 - (ii) note the Principles for Engagement document in relation to the West Yorkshire Police and Crime Panel and the Local Crime and Disorder Scrutiny Committees.

4.0 Background documents¹

- 4.1 None.

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



Crime and Disorder

Protocol between Scrutiny and the Community Safety Partnership in Leeds

June 2013

1.0 BACKGROUND

- 1.1 The Local Government Act 2000 brought in new arrangements that clearly defined a scrutiny role for elected members in holding executives of councils to account, and in scrutinising the work of other agencies providing local services. The overview and scrutiny function of a local authority has the power to summon members of the executive and officers of the authority to answer questions, and can invite other persons to attend meetings to give their views or submit evidence.
- 1.2 There are four fundamental roles that define good scrutiny and underpin scrutiny activity:
1. provides ‘critical friend’ challenge to executive policy-makers and decision-makers;
 2. enables the voice and concerns of the public and its communities to be heard;
 3. is carried out by ‘independent minded governors’ who lead and own the scrutiny process; and
 4. drives improvement in public services
- 1.3 In recent years, the role and responsibilities of overview and scrutiny have expanded significantly, with the function now responsible for investigating the delivery of services provided by a wide range of public, private and third-sector partners.
- 1.4 Provisions in the Police and Justice Act 2006, namely Section 19, 20 and 21, extend the remit of local authorities to scrutinise crime and disorder functions. As a result, the Council has been required to designate a Scrutiny Board to act as the Council’s ‘Crime and Disorder Committee’.
- 1.5 The purpose of this protocol is to provide guidance and a common understanding on how scrutiny of crime and disorder will operate in Leeds. The publication of Regulations¹ and good working practice has shaped this protocol, which may be revised by agreement between all the interested parties in order to continually improve the scrutiny process. The aim is for all parties to help ensure that Scrutiny remains a positive and challenging process.

2.0 SCRUTINY BOARDS (GENERAL)

- 2.1 The overall role and function of scrutiny is to hold decision-makers to account and secure improvements in local practice for local people via a contribution to policy development and review. As such, Scrutiny Boards do not have decision-making powers.
- 2.2 Scrutiny Boards are composed of Elected Members selected to represent the political balance of Leeds City Council. These Members will be the only members of the Board with voting rights and will be selected to serve for a period of 12 months. The membership of the Board will seek to avoid conflicts

¹ The Crime and Disorder (Overview and Scrutiny) Regulations 2009 (S.I.2009/942) and the Crime and Disorder (Overview and Scrutiny) (Amendment) Regulations 2010 (S.I. 2010/616).

of interest and where potential for this exists interests of those Members will be declared and subject to the Council's procedures on these matters².

- 2.3 Scrutiny Boards may also seek nominations from other representative groups to act as co-opted members of the Board. These nominations may be for the duration of a municipal year and/or on an inquiry by inquiry basis, as set out in the Scrutiny Board Procedure Rules, Leeds City Council Constitution. However, the Crime and Disorder (Overview and Scrutiny) Regulations 2009 and the 2010 amendment make specific provision for the co-option of additional members to serve on a 'Crime and Disorder Committee'.

3.0 SCRUTINY OF CRIME AND DISORDER IN LEEDS

3.1 Scope

- 3.1.1 In its capacity as a 'Crime and Disorder Committee', the designated Scrutiny Board has powers to review or scrutinise decisions made (or action taken), in connection with the discharge by the 'responsible authorities' of their crime and disorder functions. These are the authorities responsible for crime and disorder strategies, as detailed in the Crime and Disorder Act 1998, Section 5³. The Act also introduced Crime and Disorder Reduction Partnerships (CDRPs) to develop and implement such strategies. However, since 1st March 2010 the Home Office use the term Community Safety Partnerships in replace of CDRPs. In Leeds, *Safer Leeds* is the city's Community Safety Partnership.
- 3.1.2 Responsible authorities also have a duty to work in conjunction with 'co-operating' bodies. The Safer Leeds Executive comprises a number of responsible authorities* and co-operating bodies. These include Leeds City Council*, West Yorkshire Police*, West Yorkshire Fire and Rescue Service*, Leeds Children's Trust Board, Leeds Safeguarding Children's Board, Youth Offending Service; Adult Social Care; Leeds Clinical Commissioning Groups*, Arms Length Management Organisations; HM Prison Service Leeds; and West Yorkshire Probation Trust*.
- 3.1.3 The Scrutiny Board will scrutinise the work of the Community Safety Partnership and the partners who comprise it, only insofar as their activities relate to the partnership itself. For the avoidance of doubt, the Scrutiny Board will not extend to the separate statutory functions of the partner bodies, nor will it entail scrutiny of individual cases.
- 3.1.4 The Police and Justice Act 2006 also makes provision for elected members to refer local crime and disorder matters to the Council's designated Crime and Disorder Committee. Local crime and disorder matters should be considered to encompass crime and disorder matters that affect all or part of the ward for which the member is elected or any person who lives or works in that area including:

² Leeds City Council Constitution - Scrutiny Board Procedure Rules Section 2

³ This was amended by the Policing and Crime Act 2009. Section 108 of the Act provides for every provider of probation services in a particular area, whose arrangements under section 3 of the Offender Management Act 2007 provide for it to be a responsible authority, to be added to the list of "responsible authorities" which comprise the Community Safety Partnership. It also extends the remit of CSPs to explicitly include the reduction of re-offending.

- Antisocial behaviour;
- Other behaviour adversely affecting the local environment;
- The misuse of drugs, alcohol or other substances

3.1.5 While the Police and Justice Act 2006 makes separate provision for the referral of local crime and disorder matters, in practice the principles and processes involved are essentially the same as for any Councillor Call for Action (CCfA) referral.

3.2 Work items

3.2.1 In its capacity as a 'Crime and Disorder Committee', the designated Scrutiny Board is responsible for considering any Member referred crime and disorder matter. At the beginning of each municipal year, the Community Safety Partnership will be invited to make any referrals to the Scrutiny Board which will be considered as part of its overall work schedule. Such referrals are to be formally agreed and presented by a representative of the Safer Leeds Executive.

3.2.2 Where the production of a specific report is requested and/or necessary for a particular Scrutiny Board meeting, then sufficient notice will be given for the preparation of that documentation. There will be a minimum of 7 working days notice.

3.3 Information to be supplied to the Board

3.3.1 Where the Scrutiny Board makes a request in writing for information, this request will be directed to the Chair of the Safer Leeds Executive for action. This information must be provided no later than the date indicated in the request, or as soon as reasonably possible, but not beyond 2 weeks of the date indicated without the agreement of the Scrutiny Board Chair.

3.3.2 Where information has been requested by the Scrutiny Board in connection with their inquiries, this shall be depersonalised information, unless the identification of an individual is necessary or appropriate in order to enable the Scrutiny Board to properly exercise its powers.

3.3.3 However, requests made by the Scrutiny Board shall not include information that the disclosure of which would not be in the public interest or would be reasonably likely to prejudice legal proceedings or current or future operations of the responsible authorities, whether acting together or individually, or of the co-operating bodies.

3.3.4 The Scrutiny Board will not publish confidential information in its reports or information which is exempt under Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006. Where exempt information has been used in the preparation of a report by the Scrutiny Board the report, if published, will list the exempt information referred to in the preparation of the report but not reproduce it in the report. However, Schedule 12A of the Local Government Act 1972 should not be used as a method to bypass the requirement to depersonalise information by placing reports which are not depersonalised onto a Scrutiny Board agenda as an item to be heard without the press or public present.

3.4 Attending Scrutiny Board Meetings

- 3.4.1 As the 'Crime and Disorder Committee' the designated Scrutiny Board is required to meet no less than once in every twelve month period to carry out this particular function.
- 3.4.2 The Scrutiny Board may require the attendance of an officer of a responsible authority or of a co-operating body to answer questions. Where reasonable notice of the intended date is given, the responsible authority or co-operating body will be obliged to attend⁴.
- 3.4.3 The Scrutiny Support Unit will also try to give approximate times for items to be discussed. However, as items sometimes overrun, there may be a short waiting time.
- 3.4.4 Prior to a Scrutiny Board meeting, the Chair receives a briefing on items to appear on the forthcoming agenda from officers in the Scrutiny Support Unit. On occasion, officers from the responsible authorities or co-operating bodies may be requested to attend this briefing, or a separate session, to enable the Chair of the Scrutiny Board to be briefed ahead of the scrutiny meeting.

3.5 Conduct of Scrutiny Board Inquiries

The role of Terms of Reference

- 3.5.1 The majority of Scrutiny Inquiries have agreed terms of reference. These are used to inform departments of the Council and partners of the emphasis of a particular inquiry.
- 3.5.2 Officers in the Scrutiny Support Unit will liaise with relevant officers of the Council and the responsible authorities and co-operating bodies during the preparation of Terms of Reference to ensure that the focus of the inquiry is relevant and the timing of it appropriate.

Co-opted Members

- 3.5.3 The Crime and Disorder (Overview and Scrutiny) Regulations 2009 and the 2010 amendment make specific provision for the co-option of additional members to serve on a 'Crime and Disorder Committee'. The Scrutiny Board has agreed to consider the co-option of any additional members on an inquiry by inquiry basis.
- 3.5.4 The Home Office guidance for the Scrutiny of Crime and Disorder Matters makes specific reference to the role of police authorities and emphasises the importance of ensuring that community safety scrutiny complements this role. It states that '*all local authorities should presume that the police authority should play an active part at committee when community safety matters are being discussed – and particularly when the police are to be present*'. One option suggested in the guidance is '*to consider co-opting a police authority*

⁴ The responsible authority or co-operating body should ensure that officers attending Scrutiny Board meetings are in a position to answer the Scrutiny Board's questions and are given appropriate support by their line managers.

member onto the committee when policing matters are being considered, and it would be for the police authority to decide the most appropriate member to appoint – this can be an independent or councillor member. This would provide a more direct link between the police authority and overview and scrutiny committee and would be particularly relevant if the committee is considering matters directly relevant to policing'

Gathering evidence

- 3.5.5 The evidence to be gathered will be detailed in the inquiry's terms of reference. This material may be considered at a scrutiny meeting which is open to the public or by a small working group of Board members deputed to undertake a specific evidence gathering task. In the latter case, working group members will report back to a full meeting of the Scrutiny Board on their findings.
- 3.5.6 The Scrutiny Support Unit will try to give guidance on what will be asked and sometimes possible question areas will be passed on to the responsible authorities or co-operating bodies to allow some time for preparation before the meeting. However, members may follow a related line of discussion and ask other questions on the day.

Preparation and publication of reports

- 3.5.7 At the conclusion of an inquiry, where considered appropriate, the Scrutiny Board will produce a preliminary report. This will be drafted by the Scrutiny Support Unit in conjunction with the Scrutiny Board Chair and agreed by the Board. This report will provide a summary of the evidence submitted, along with the Scrutiny Board's conclusions and recommendations. The Scrutiny Board will consult the Community Safety Partnership Executive and other relevant responsible authorities or co-operating bodies prior to finalising its report. Final reports will be published on the Council's website and be widely available to all relevant stakeholders and members of the public. Copies will be sent to each of the responsible authorities and each of the co-operating persons and bodies.

Response to reports

- 3.5.8 Where the Scrutiny Board makes a report or recommendations to the Council or the Executive about the exercise of crime and disorder functions by responsible authorities, a copy will be provided to each of the responsible authorities and each of the co-operating persons and bodies.
- 3.5.9 Where a relevant authority or co-operating persons or body has been notified, it must:
- consider the report and recommendations;
 - respond in writing to the Scrutiny Board within 28 days of the date of the report or recommendations, indicating what (if any) action it proposes to take; and
 - have regard to the report or recommendations in exercising its functions.
- 3.5.10 The implementation of any agreed scrutiny recommendations will be monitored by the Scrutiny Support Unit and progress recorded at regular intervals.

3.6 Scrutiny Support Unit

3.6.1 In summary, the work of the Scrutiny Support Unit entails:

- Providing a research and intelligence function to Scrutiny Boards (each of which has been allocated a different area of specialism)
- Managing programmes of inquiries for each of the Scrutiny Boards
- Providing support and guidance to witnesses
- Managing the presentation of witnesses, research and reports to Scrutiny Boards and/or carrying out research and reports “in house” as appropriate
- Assisting Scrutiny Boards to prepare reports of their inquiries and steering recommendations through the Council’s decision making arrangements
- Monitoring and tracking the implementation of scrutiny recommendations
- Leading the continuing development of the Overview and Scrutiny function

3.6.2 Contact the Scrutiny Support Unit at scrutiny.unit@leeds.gov.uk

This page is intentionally left blank



West Yorkshire Police and Crime Panel

Principles for Engagement:

Local Crime and Disorder Scrutiny Committees

Background to Local Crime and Disorder Scrutiny Committees

Provisions in the Police and Justice Act 2006 extended the remit of local authorities to scrutinise crime and disorder functions and as of April 2009 each Council has been required to designate a Scrutiny Board to act as their 'Crime and Disorder Committee.'

'Crime and Disorder Committees' have the powers to review or scrutinise decisions made (or action taken) by the local Community Safety Partnership (CSP) and the 'responsible authorities' that comprise it, but only with regards to activities which relate to the Partnership itself.

Impact of the Police Reform and Social Responsibility Act 2011

Although the Act did not change the legal remit of local authority Crime and Disorder Scrutiny Committees, they will not have the power to directly scrutinise the Police and Crime Commissioner because he/ she will not be a 'responsible authority' on the CSP.

Under previous arrangements the Scrutiny Committees could scrutinise the West Yorkshire Police Authority. However, the reforms signal a readjustment of responsibilities in relation to the scrutiny of policing in West Yorkshire. In this sense, the West Yorkshire Police and Crime Panel will carry out part of the role previously exercised by Local Crime and Disorder Scrutiny Committees.

Rationale for Engagement

The West Yorkshire Police and Crime Panel fully recognise the benefits of establishing and maintaining strong links with the five Local Crime and Disorder Scrutiny Committees. These Local Scrutiny Committees can play a critical role in helping the Panel:

- To **recognise** the needs and concerns of local communities in relation to community safety and crime.
- To better **understand** the link between the strategic direction set by the Police and Crime Commissioner and its impact on individual wards and **neighbourhoods**.

- To **assess the impact** of all Partners on crime and community safety related issues in each district.
- To apply the **skills and expertise** necessary to effectively scrutinise the Police and Crime Commissioner.
- To **focus** on issues which are common to all of the West Yorkshire districts.
- To **maximise its resources** by contributing to scrutiny work initiated by the West Yorkshire Police and Crime Panel.

Equally, the West Yorkshire Police and Crime Panel is eager to assist Local Crime and Disorder Scrutiny Committees by:

- Holding the **Commissioner to account** if he/she
 - Has a detrimental impact on the safety or confidence of communities in West Yorkshire
 - Raises public concern due to their chosen approach
 - Acts in a way which would have previously prompted the Committee to ‘call in the responsible authority.’
- **Informing and supporting** the Commissioner in such a way as to ensure his/ her approach and plans reflect the needs and interests of the diverse communities across West Yorkshire.
- **Promoting** policing and community safety interventions which have proved successful in the past or are working well under the Commissioner.
- **Leading** on scrutiny investigations on behalf of the five Scrutiny Committees where issues of sub-regional significance have been identified.

Moving Forwards

On the basis of the rationale outlined above, the West Yorkshire Police and Crime Panel will work in partnership with Local Crime and Disorder Scrutiny Committees (CDCs) in the following ways:

1. Panel Meetings

- 1.1 CDC Chairs will, at the very least, be invited to meetings of the West Yorkshire Police and Crime Panel on an annual basis to engage in an open discussion about the impact of the Commissioner in each district and to review the relevance of the latest iteration of the ‘Principles for Engagement.’
- 1.2 Should serious concerns arise during the year, the Panel may ask one or more CDC Chairs to attend additional Panel meetings and provide their perspective on the issue under consideration.

1.3 CDC Chairs can request an item to be put on the agenda of a Panel meeting by contacting the Chair of the Panel directly and explaining the reason for the request.

2. Influencing the Police and Crime Plan

2.1 The Police and Crime Panel is in a fortunate position in terms of its ability to influence the development of the Police and Crime Plan and the CDCs are encouraged to inform the Panel's approach when exercising this influence.

2.2 The Police and Crime Panel will encourage the Commissioner to have regard to the business cases and strategic assessments submitted by the individual authorities when developing his/ her Police and Crime Plan and subsequent commissioning arrangements.

2.3 CDCs will be sent a copy of all the draft iterations of the Police and Crime Plan that are submitted to the Panel and will be asked to return any comments or suggestions in advance of the Panel meeting during which the draft will be discussed.

2.4 CDCs are also asked to brief their authority's Panel Members in advance of any discussions on the Plan so the local perspective is sufficiently understood and so the Panel is made aware if the Plan does not have regard to the evidenced needs of communities across West Yorkshire.

3. Regular Exchange of Information and Intelligence

3.1 The five CDCs will each complete a quarterly briefing note for use by all Panel Members to support them in assessing the impact of the Commissioner across West Yorkshire.

3.2 The lead scrutiny officers will be notified of the deadlines for these briefing notes as far in advance as is practicable. These deadlines will be aligned with Panel Meeting dates as responses will be required two weeks before each Panel meeting.

3.3 All completed briefings notes are to be formally approved by the CDC Chair before submission.

3.4 Unless a request is made to the contrary, all submissions will be circulated to the other CDCs in West Yorkshire to allow comparisons and further linkages to be made.

3.5 The completion of the briefing notes will not be an onerous task and will only call upon information and examples that the CDCs are already aware of or hold.

- 3.6 CDCs will be encouraged to play an active role in developing and adapting the themes covered within the briefing note.
- 3.7 Questions in the briefing note will, at the very least, relate to:
- The findings of any relevant investigations carried out at the local level
 - Plans for any future investigations at the local level which may be of interest or relevance to the Panel and/ or other CDCs in West Yorkshire.
 - Any concerns the CDCs want the Panel to be aware of, to either raise directly with the Police and Crime Commissioner or to investigate further.
 - Any suggestions about the way in which the Panel could better support or influence the approach of the Police and Crime Commissioner.
- 3.8 Panel Members will have sight of all of the completed briefing notes as well as a covering note highlighting any common issues or trends.
- 3.9 CDCs may also choose to arrange regular verbal briefings with the Panel Members representing their authority on the West Yorkshire Police and Crime Panel.

4. Co-ordinating Work Programmes

- 4.1 CDCs will submit the latest iteration of their work programmes along with their quarterly briefing notes.
- 4.2 These work programmes will then be circulated to the five CDC lead officers to help identify linkages across the five CDC work programmes and will also be used by the AWYA to identify linkages between the work of the CDCs and the Panel.
- 4.3 In cases where the CDCs are due to carry out investigations that are likely to be of interest to the Panel, the Panel may request a short briefing note summarising the results of these investigations.
- 4.4 Where one or more of the CDCs are due to investigate the same issue the Panel may decide to carry out the investigation at a sub-regional level on behalf of all five CDCs or in conjunction with them.
- 4.5 If the Panel identifies an issue for concern which relates to only one of the West Yorkshire districts, the relevant CDC may be asked to lead on the resultant investigation with support from a Panel Member from that authority.

4.6 CDCs will be notified of such a request from the Panel at the earliest possible opportunity and the Panel recognises that the CDC response to these requests will be dependent on the availability of resources at that time.

4.7 Equally, the Panel’s ability to lead on investigations on behalf of the CDCs will be resource and work load dependent.

5. Aligning Membership

5.1 Where possible, at least one Panel Member will sit on each CDC to ensure the Panel has a detailed understanding of local issues as well as the skills necessary to effectively scrutinise the Commissioner.

5.2 Where membership is not aligned in this way a Panel Member from each authority will be designated as the lead Panel Member for their authority’s CDC and as such will contribute to CDC meetings and investigations as and when required and subject to existing workload pressures.

Endorsement

These principles have been endorsed by:

.....

Cllr Peter Box (on behalf of the West Yorkshire Police and Crime Panel)

.....

Cllr Rizwan Malik (on behalf of Bradford CDC)

.....

Cllr Helen Rivron (on behalf of Calderdale CDC)

.....

Cllr Kenneth Sims (on behalf of Kirklees CDC)

Cllr Barry Anderson (on behalf of Leeds CDC)

.....

Cllr Laurie Harrison (on behalf of Wakefield CDC)

This page is intentionally left blank

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 10th June 2013

Subject: Co-opted Members

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. For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. However, the appointment of co-opted members has not been considered consistently across all Scrutiny Boards.
2. This report provides guidance to the Scrutiny Board when seeking to appoint co-opted members. There are also some legislative arrangements in place for the appointment of specific co-opted members. Such cases are set out in Article 6 of the Council's Constitution and are also summarised within this report.

Recommendation

3. In line with the options available outlined in this report, Members are asked to consider the appointment of co-opted members to the Scrutiny Board.

1 Purpose of this report

- 1.1 The purpose of this report is to seek the Scrutiny Board's formal consideration for the appointment of co-opted members to the Board.

2 Background information

- 2.1 For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. For those Scrutiny Boards where co-opted members have previously been appointed, such arrangements have tended to be reviewed on an annual basis, usually at the beginning of a new municipal year. However, the appointment of co-opted members has not been considered consistently across all Scrutiny Boards.

3 Main issues

General arrangements for appointing co-opted members

- 3.1 It is widely recognised that in some circumstances, co-opted members can significantly aid the work of Scrutiny Boards. This is currently reflected in Article 6 (Scrutiny Boards) of the Council's Constitution, which outlines the options available to Scrutiny Boards in relation to appointing co-opted members.
- 3.2 In general terms, Scrutiny Boards can appoint:
- Up to five non-voting co-opted members for a term of office that does not go beyond the next Annual Meeting of Council ; and/or,
 - Up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.
- 3.3 In the majority of cases the appointment of co-opted members is optional and is determined by the relevant Scrutiny Board. However, Article 6 makes it clear that co-option would normally only be appropriate where the co-opted member has some specialist skill or knowledge, which would be of assistance to the Scrutiny Board. Particular issues to consider when seeking to appoint a co-opted member are set out later in the report.
- 3.4 There are also some legislative arrangements in place for the appointment of specific co-opted members. Such cases are also set out in Article 6 (Scrutiny Boards) of the Council's Constitution and are summarised below.

Arrangements for appointing specific co-opted members

Education Representatives

- 3.5 In addition to elected Members appointed by Council, the Local Government Act 2000 states that the relevant Scrutiny Board dealing with education matters shall include in its membership the following voting representatives in accordance with statutory requirements:

- One Church of England diocese representative¹
- One Roman Catholic diocese representative¹
- Three parent governor representatives²

3.6 The number and term of office of education representatives is fixed by full Council and set out in Article 6. Representatives of the Church of England and Roman Catholic dioceses are nominated by their diocese and parent governor representatives are elected. Such representatives are then notified to the Scrutiny Board and their appointment confirmed.

3.7 Where the Scrutiny Board deals with other non-educational matters the co-opted members may participate in any discussion but shall not be entitled to vote on those matters.

Crime and Disorder Committee

3.8 In accordance with the requirements of the Police and Justice Act 2006, the Council has designated the Scrutiny Board (Safer and Stronger Communities) to act as the Council's crime and disorder committee.

3.9 In its capacity as a crime and disorder committee, the Scrutiny Board (Safer and Stronger Communities) may co-opt additional members to serve on the Board, providing they are not an Executive Member.

3.10 The Scrutiny Board (Safer and Stronger Communities) may limit the co-opted member's participation to those matters where the Scrutiny Board is acting as the Council's crime and disorder committee.

3.11 Unless the Scrutiny Board (Safer and Stronger Communities) decides otherwise, any co-opted member shall not be entitled to vote and the Board may withdraw the co-opted membership at any time.

Issues to consider when seeking to appoint co-opted members

3.12 Currently, there is no overarching national guidance or criteria that should be considered when seeking to appoint co-opted members. As a result, there is a plethora of methods employed within Councils for the appointment of co-optees to Overview and Scrutiny Committees (Scrutiny Boards). For example, some Council's use "job descriptions", some carry out formal interviews and some advertise for co-optees in the local press, with individuals completing a simple application form which is then considered by Members.

3.13 The Constitution makes it clear that 'co-option would normally only be appropriate where the co-opted member has some specialist skill or knowledge, which would be of assistance to the Scrutiny Board'. In considering the appointment of co-opted members, Scrutiny Boards should be satisfied that a co-opted member can use their specialist skill or knowledge to add value to the work of the Scrutiny Board. However,

¹ Article 6 states this appointment shall be for a term of office that does not go beyond the next Annual Meeting of Council

² Article 6 states these appointments shall be for a four-year term of office

co-opted members should not be seen as a replacement to professional advice from officers.

- 3.14 Co-opted members should be considered as representatives of wider groups of people. However, when seeking external input into the Scrutiny Board's work, consideration should always be given to other alternative approaches, such as the role of expert witnesses or use of external research studies, to help achieve a balanced evidence base.
- 3.15 When considering the appointment of a standing co-opted member for a term of office, Scrutiny Boards should be mindful of any potential conflicts of interest that may arise during the course of the year in view of the Scrutiny Boards' wide ranging terms of reference. To help overcome this, Scrutiny Boards may wish to focus on the provision available to appoint up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.
- 3.16 Despite the lack of any national guidance, what is clear is that any process for appointing co-opted members should be open, effective and carried out in a manner which seeks to strengthen the work of Scrutiny Boards.

4.0 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 During 2010/11, the guidance surrounding co-opted members was discussed by the Scrutiny Chairs and it was agreed that individual Scrutiny Boards would consider the appointment of co-optees on an individual basis.

4.2 Equality and Diversity / Cohesion and Integration.

- 4.2.1 The process for appointing co-opted members should be open, effective and carried out in a manner which seeks to strengthen the work of the Scrutiny Board. In doing so, due regard should also be given to any potential equality issues in line with the Council's Equality and Diversity Scheme.

4.3 Council Policies and City Priorities

- 4.3.1 The Council's Scrutiny arrangements are one of the key parts of the Council's governance arrangements. Within the Council's Constitution, there is particular provision for the appointment of co-opted members to individual Scrutiny Boards, which this report seeks to summarise.

4.4 Resources and Value for Money

- 4.4.1 Where applicable, any incidental expenses paid to co-optees will be met within existing resources.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 Where additional members are co-opted onto a Scrutiny Board, such members must comply with the provisions set out in the Member's Code of Conduct as detailed within the Council's Constitution.

4.6 Risk Management

4.6.1 As stated in paragraph 3.15 above, when Scrutiny Boards are considering the appointment of a standing co-opted member for a term of office, they should be mindful of any potential conflicts of interest that may arise during the course of the year in view of the Scrutiny Boards' wide ranging terms of reference.

5.0 Conclusions

5.1 For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. However, the appointment of co-opted members has not been considered consistently across all Scrutiny Boards. This report therefore sets out the legislative arrangements in place for the appointment of specific co-opted members and also provides further guidance when seeking to appoint co-opted members.

6.0 Recommendations

6.1 In line with the options available outlined in this report, Members are asked to consider the appointment of co-opted members to the Scrutiny Board.

7.0 Background documents³

7.1 None.

³ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

This page is intentionally left blank



Report author: Robert Wood
Tel: 272564

Report of Deputy Chief Executive

Report to Safer and Stronger Communities Scrutiny Board

Date: 10th June 2013

Subject: 2012/13 Q4 Performance Report

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

Summary of main issues

This report provides a summary of performance against the strategic priorities for the council and city related to Safer and Stronger Communities Scrutiny Board.

Recommendations

Members are recommended to

- Note the Q4 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

1 Purpose of this report

- 1.1 This report presents to Scrutiny a summary of the quarter four performance data for 2012-13 which provides an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15 and City Priority Plan 2011-15.

2 Background information

- 2.2 The City Priority Plan 2011 to 2015 is the city-wide partnership plan which sets out the key outcomes and priorities to be delivered by the council and its partners. There are 17 priorities which are split across the 5 strategic partnerships who are responsible for ensuring the delivery of these agreed priorities.
- 2.3 The Council Business Plan 2011 to 2015 sets out the priorities for the council - it has two elements - five cross council priorities aligned to the council's values and a set of directorate priorities and targets.
- 2.4 Members will note that the delivery of City Priority Plan priorities are shared with partners across the city while the Council Business Plan sets out the Council's contribution to these shared priorities. This report provides an overview of the performance relating to both plans enabling the Scrutiny board to directly challenge the council's performance as well as seeking to influence and challenge partners contributions through existing partnership arrangements.
- 2.5 This report includes 2 appendices:
- Appendix 1 – Performance Reports for the City Priority Plan Priorities
 - Appendix 2 – Directorate Priorities and Indicators relevant to the Board

3 Main issues

Quarter 4 Performance Summary - City Priority Plan

- 3.1 There are 4 priorities in the City Priority Plan relevant to Safer and Stronger Communities Board and of these 3 are assessed as green and 1 amber. The amber priority is:

Increase a sense of belonging that build cohesive and harmonious communities – The performance report states that whilst the overall picture is that Leeds communities are generally resilient and tolerant; the significance of intercultural tensions in some of our communities must not be underestimated. The picture nationally is that tensions between different communities of identity are increasing, and Leeds is conscious of staying ahead of that trend. There are a number of areas across the city where multiple concerns co-exist (higher levels of poverty, unemployment, truancy or substance misuse) and the slight increase in tensions reported in these areas, which include small numbers of racial hate incidents, is a cause for concern that is being monitored robustly through a joint partnership community safeguarding approach. There has been a drop in the percentage of people who think their local area is a place where people from different backgrounds live together harmoniously with these at the lowest level since the end of 2008/9. Progress therefore continues to be rated Amber to reflect

these challenges in the context of the challenging economic conditions in communities, the funding available to partners to support the approach and the expected continued challenge as the impact of welfare reform begins to hit.

Other Key Performance Highlights

- 3.2 Burglary: In 2012/13 there were 5,305 recorded domestic burglaries in Leeds; down 30.8% when compared with the previous year ~ equivalent to 2357 fewer victims. This is the best outturn that Leeds has ever achieved and beyond the revised stretched target set in September 2012. All three policing divisions have achieved their targets with significant improvements realised. Overall crime also continues to fall.
- 3.3 Ensure that local neighbourhoods are clean: Winter survey results show an improvement in performance and when taken together with summer performance, shows an overall cleanliness level of 92% for the year. This exceeds the target of 90.2%. Performance is monitored by Area Committees and local issues are dealt with at ward member meetings. Locality teams report a reduction in formal complaints about the service and an increase in Member confidence. There is more engagement than ever with Members and residents, giving them an opportunity to influence where and how street cleansing services are delivered as well as where to target enforcement activities.

Council Business Plan

- 3.4 Directorate Priorities and Indicators – there are 8 directorate priorities relevant to the Board of which 1 is amber and 7 are green. The amber priority is:
- Improve refuse service reliability
- 3.5 In terms of performance indicators 4 are green, 1 is amber and 1 is red. The red indicator is:
- **Number of missed bins per 100,000** collected (149): Qtr 4 results have been affected by adverse weather conditions and changes to routes. Residual rose significantly during January and February and has come down to 156.26 in March. SORT continued to improve in January, achieving 139.58 but saw a significant peak in February but which has fallen to 198.63 at end March. Garden waste collections resume in Spring and the March performance figure is 80.38. The roll out of Alternate Weekly Collections present further challenges over this year, but the first phase of the roll out is going well. New technology is being introduced which will enable the service to manage operational issues more effectively and resources are being aligned and supplemented to further strengthen customer service aspects. The missed bin measure and target is being reviewed in order to find a more effective way of measuring continual service improvement

Performance reporting going forwards

- 3.6 We are currently reviewing our performance arrangements to ensure they continue to remain fit-for-purpose. This brings opportunities to streamline a range of intelligence arrangements in the wider area of strategy and improvement and reduce bureaucracy but we are mindful that this needs to be balanced with ensuring proper accountability, decision-making and assurance. To allow time to develop, consult on and implement any new arrangements, we are proposing that we suspend Q1 performance reporting to CLT and members.

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 This is an information report and not a decision so due regard is not relevant. However, this report does include an update on equality issues as they relate to the various priorities in the report card in appendix 1.

4.3 Council policies and City Priorities

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

4.4 Resources and value for money

- 4.4.1 There are no specific resource implications from this report.

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

- 4.6.1 The Performance Report Cards include an update of the key risks and challenges for each of the priorities. This is supported by a comprehensive risk management process in the Council to monitor and manage key risks. These processes also link closely with performance management.

5 Conclusions

- 5.1 This report provides a summary of performance against the strategic priorities for the council and city related to Safer and Stronger Communities Scrutiny Board.

6 Recommendations

6.1 Members are recommended to:

- Note the Q4 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

7 Background documents¹

7.1 None

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

This page is intentionally left blank

Safer Leeds Performance Accountability Tracker: (REPORT CARD)

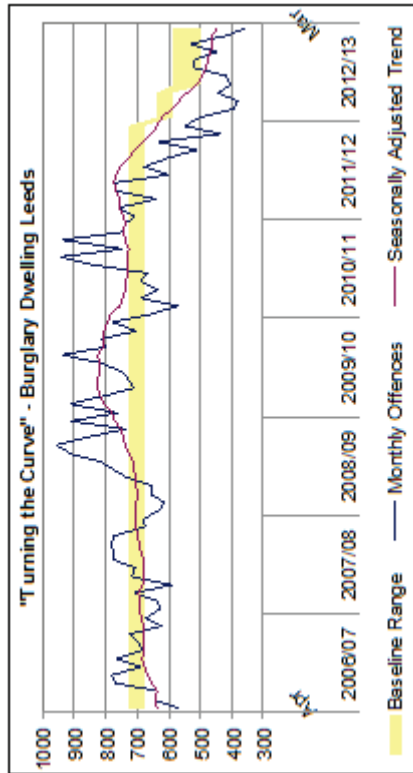
Outcome: People are safe and feel safe

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

Why is this priority?

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

Headline indicator



In 2012/13 there were 5,305 recorded domestic burglaries in Leeds; down 30.8% when compared with the previous year ~ equivalent to 2357 fewer victims. This is the best outturn that Leeds has ever achieved and beyond the revised stretched target set in September 2012.

All three policing divisions have achieved their targets with significant improvements realised:

- NWL 2012/13 outturn ~ 2,255 down 39% (1437 fewer victims)
- NEL 2012/13 outturn ~ 2,113 down 28.3% (833 fewer victims)
- C&H 2012/13 outturn ~ 937 down 8.5% (87 fewer victims)

Review Period: Jan to March 2013

Population: Residents of Leeds

Progress: ➔

Ward	12 Month Total	12 Month % Change
Hyde Park & Woodhouse	328	-45.1%
Burmantofts & Richmond Hill	289	-29.0%
Gipton & Harehills	280	-26.9%
Armley	252	-35.4%
Headingley	230	-43.5%
Killingbeck & Seacroft	221	-38.8%
Kirkstall	203	-43.3%
Bramley & Stanningley	181	-56.9%
Chapel Allerton	164	-46.9%

All the localities of concern have seen significant reductions. Of note, Bramley & Stanningley has *more than halved* its outturn from the previous year.

Story behind the baseline

- It is evident that the strategic and operational partnership approach has been sustained during the last year. The on-going investment, co-ordinated partnership work, and effective deployment of intelligence lead resources can not be underestimated in terms of the impact on the outcome.
- Before the start of the Burglary Reduction Programme, Leeds had the highest rate of recorded burglaries compared with other similar cities. Leeds now has lower rates of offences than both Manchester and Sheffield and has improved its position in the Home Office Most similar families comparison group.
- The Home Office estimated in 2010/11 the average social and economic costs of a burglary to be around £3,925. In 2012 the cost to Leeds was equivalent to £22.1m compared with £33.3m in 2011; around £11.2m reduction in cost.

Safer Leeds Performance Accountability Tracker: (REPORT CARD)

Outcome: People are safe and feel safe

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

What we did (key examples)

- In March, a refreshed strategic burglary profile was produced to help inform and shape a revised city wide delivery plan for 2013/14. The existing localities of concern have been reviewed and as part of the on-going work, local delivery plans will be updated to reflect changes and priorities for this year. Weekly tactical meetings also continued to ensure that all offender based activity is co-ordinated and targeted in those areas with a focus on individuals and organised crime groups whom cause the greatest harm.
- Operation Anchor continues as part of daily business ~ this seeks to improve offender management through closer working between the Police, Prisons and Probation, especially as prisoners are released back into the community. Evidence shows a reduction re-offending through this initiative.
- In February, a city wide Landlord Conference was held examining and exploring critical housing related issues. As part of the agenda several crime prevention workshops were delivered; emphasising the role L/Ls play in securing their properties and how to advise tenants of their responsibilities. The workshop also explored the Housing Regulation Team's proposals for proactive locality working, in conjunction with the Police, LASBT and other key partners.
- In late March, the spring public facing campaign was launched, continuing last year's 'it only takes a minute ~ lock up or lose out' theme. This has the double meaning of it only takes a minute to lock your doors and windows and hid your valuables, but also that it only takes a minute for a burglar to enter your house and steal your belongings. Messages have been disseminated using a variety of media; e.g. Radio advertising (Aire & Fever), social media (twitter, facebook, websites) bus routes and community facilities.
- The 'Transitions Protocol' for young offenders moving to Probation is now firmly in place, and recently Leeds has been quoted as an area of good practice in the National Transitions Framework document. The Youth Offending Service (YOS) have designed the ReConnect programme, involving family group conferencing to engage families in designing a plan to support young people on release from custody or at serious risk of custody. Early indications for this programme are very positive. Furthermore, through the YOS a more flexible, responsive service working not only with young

Review Period: Jan to March 2013

Population: Residents of Leeds

Progress: 

people subject to statutory orders but those at risk of offending has evolved, with officers now working with young people on a voluntary basis, referred via the newly established Stainbeck Youth Custody suite or via cluster arrangements. This includes opportunities to maximise the impact of community resolutions, particularly with young offenders.

- Through Knowledge (student safety project), 220 volunteer hours have been provided by student Neighbourhood Watch Coordinators to visit properties in the Headingley and Hyde Park Wards (and other student communities) to provide face to face crime prevention advice. This has included working with West Yorkshire Police to promote Immobilise and Computrace property marking systems.

What Worked/Lessons Learnt

- The partnership has fully embedded OBA methodology during the year to focus its approach and to develop new and innovative ways to tackling burglary. Recognising that there is always more to do and areas that can be improved; key success factors have included:
- Operation Optimal implemented in NWL (March 2012) has significantly contributed to the success in the division, the predictive mapping element and tasking responses have been shared with other divisions across West Yorkshire.

New actions

- Examine how the research findings on offenders' pathways to burglary can inform and direct partnership activity.
- Launch of the Housing Regulation Team's locality working.
- Tailored crime prevention advice to ethnic and faith communities.
- Targeted work in primary schools through the Safer Schools Officers on 'consequences and impact'

Information/intelligence requirement

- Ongoing identification of organised crime groups involved in burglary.

Issues/Risks

- Welfare reform implications
- Sustaining momentum and focusing on those actions that will bring Leeds closer to the core cities average burglary rate.

Safer Leeds Performance Accountability Tracker:

Outcome: The communities of Leeds feel safe and are safe

Priority: **Anti-Social Behaviour**

Review Period: Jan – Mar 2013

Population: Residents of Leeds

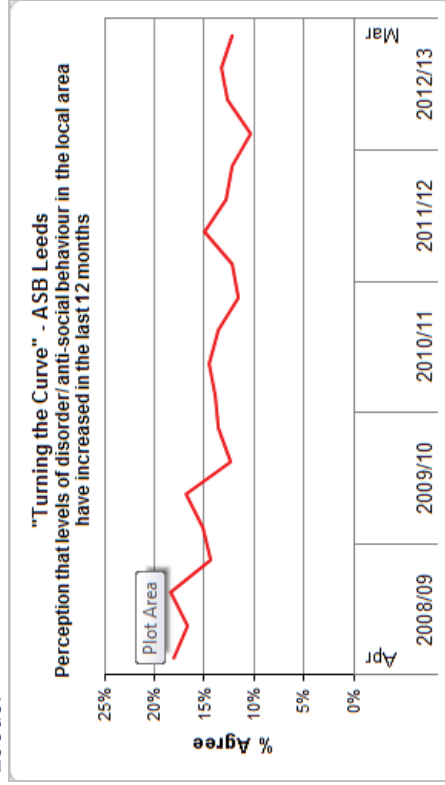
Progress: ↗

Why is this a Priority?

Anti-social behaviour can threaten the physical or mental health, safety or security of individuals, groups and communities. LASBT tackle anti-social behaviour at the earliest opportunity through a combination of prevention, enforcement and support. LASBT contributes to Leeds city Councils 'City Priorities Plan' of sustainable reductions in crime and disorder, tackling Anti-social behaviour and building stronger cohesive communities.

Key Indicator – Perception of Crime Survey

The measure below is concerned with overall perceptions of ASB, and are NOT reflective of service provision. The information is from the quarterly WYPA household survey ~ in the last 12 months they have surveyed 5,669 households across Leeds.



The 2008/09 baseline range was 16.94% of respondents indicated that ASB had increased in the last 12 months. The current level is 12.2% (to the end of March 2013). The overall trend is therefore improving, although there is some variation in quarters and between localities.

Key Indicator – LASBT Survey

Customer satisfaction data is collated at case closure through customer (complainant) surveys, which seek customer satisfaction levels in relation to various aspects of the service including;

Customer satisfaction	2008/9	2009/10	2010/11	2011/12	2012/13
Case outcome	61.6%	66.1%	60.3%	79.9%	89.4%
Overall service	72.2%	73.7%	70.4%	83.0%	93.7%

Story behind the baseline (LASBT cases)

Prior to implementation of the multi-agency Leeds Anti-Social Behaviour Team (LASBT) in April 2011 ASB was responded to by a range of agencies (ALMO's, ASBU, Police etc) each working to differing thresholds and service standards.

Data collated during 2012/13 Quarter 4 is showing further continual improvement on LASBT's baseline year which in turn significantly improved on former ASBU closed case survey data (Pre-April 2011).

What are the known factors driving the baseline?

Customer satisfaction with the case outcome is influenced by many factors including the complainants own expectations, and the complexity of the case.

LASBT endeavours to provide a customer focused service, actively managing complainant expectations, exploring potential solutions, and identifying and responding to individual needs in order to resolve cases at the earliest opportunity. Customer feedback suggests this is an effective and welcomed approach.

LASBT data during 2012/13 year to date has been drawn from a total of 528 surveys from a sample of 1060 named complainants (an overall response rate of 50%).

Safer Leeds Performance Accountability Tracker:

Outcome: The communities of Leeds feel safe and are safe

Priority: **Anti-Social Behaviour**

Review Period: Jan – Mar 2013

Population: Residents of Leeds

Progress: 

What we did

LASBT seeks to respond to ASB using a cradle to grave approach that ensures cases are allocated reflecting the governments harm centred approach. Reported problems are tackled at the earliest opportunity, with vulnerabilities identified at the outset and appropriate support provided. Each investigation is undertaken in accordance with clear procedures that are underpinned by customer focused service standards with feedback received from customers at both 4 weeks and case closure.

Service Requests

Revisions to enquiry logging processes have been made to reduce the incorrect logging of tenancy issues against LASBT enquiry types. It is envisaged as we work through the year additional information can be provided in relation to the split between reported tenancy and ASB issues.

LASBT Enquiry volume increased following integration of the domestic noise nuisance team in quarter three 2012/13.

Siebel LASBT Enquiries.	2011/12				2012/13			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
ASB Noise	147	135	114	101	79	191	391	656
ASB (excluding Noise)	864	781	531	624	646	767	612	532
Sub Total	1011	916	645	725	725	958	1003	1068
Annual Total	3297				3754			

West Yorkshire Police in Leeds received 16,229 ASB calls between April and December 2012. These calls are responded to through local policing. More complex or persistent calls are referred to LASBT. Of the 16,229 police calls received, 1,599 calls were linked to LASBT cases.

What Worked/Lessons Learnt

Customer satisfaction data continues to improve with feedback suggesting that customers are more satisfied where they feel well informed about the processes involved, regularly updated and able to develop a positive working relationship with the investigating officer.

Feedback from the local Govt Ombudsman in relation to a housing/tenancy case has prompted a full review of LASBT correspondence to ensure our communications with case participants are clear, concise and non-accusatory at the outset. Equally the importance of having a robust vulnerability assessment has been highlighted through recent cases.

New actions

LASBT continue to review service delivery and operational procedures in response to new initiatives, proposed changes in legislation and customer feedback.

- The Government's Draft ASB Bill (2012) is currently being scrutinised by a parliamentary select committee and expected to be implemented in 2014.

Issues/Risks

Moving forward into 2013/14 our key challenge is to continue to build on the successful outcomes achieved during 2012/13.

"They did all they possibly could."

"Thanks for all your help it's being resolved, I now get on with my neighbour."

Meeting: Safer and Stronger Communities Board

Population: All people in Leeds

Outcome: the city is clean and welcoming

Priority: Ensure that local neighbourhoods are clean.

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

Overall Progress: Green



Story behind the baseline

The quality of the local environment, and in particular standards of street cleansing, are often seen by the public as an indicator of how well an area is being managed and its suitability as a place to live, work, visit or bring up a family. Many surveys have shown the importance the public attach to clean streets and that standards of street cleansing are a key factor in how people view the performance of their local council. Litter, graffiti and fly tipping if present are highly visible and can immediately undermine the confidence people have in an area.

Until recently street cleanliness was measured using the former national indicator NI195. However this has always been resource intensive producing results of limited operational or strategic use. As it is no longer a statutory indicator we have taken the opportunity to develop a replacement called the “cleaner streets indicator” which produces similar quality data but more efficiently. The new survey measures the % of acceptable sites in terms of litter levels across the city in the summer and winter months using a rotating sample of wards. We were able to convert previous NI195 survey data into a Cleaner Streets score to establish a baseline from which to gauge performance.

Using this method the full year result for litter for 2010/11 was 86.7% of sites found to be satisfactory. The results for summer using the new clean streets indicator were that 91.5% of streets have acceptable litter levels. The Winter results show an improvement in that 92.4% of streets are considered acceptable, this gives a score for the year of 92.0% which exceeds our target of 90.2% by 1.8%.

What do key stakeholders think?

Performance in achieving the outcome is monitored by Area Committees and local issues dealt with at ward member meetings. Locality teams report a reduction in formal complaints about the service and an increase in member confidence in the effectiveness of service delivery. In particular there is more engagement than ever with members and residents giving them the opportunity to influence where and how street cleansing services are delivered as well as enforcement activities. Anecdotal evidence also suggests that improvements in cleanliness are being achieved across the board and that service delivery continues to improve.

What worked locally /Case study of impact

We are working with Leeds Watch, community safety in ENE to pilot a process where arterial routes / junctions with a lot of thrown litter from cars are identified via the use of current CCTV provision. Leeds Watch operatives will provide the necessary information to enable the issue of FPN's to those seen committing offences. If successful the aim is to roll out this process City wide and also to other types of environmental crime including dog fouling hot spots.

Two further environmental improvement zones have been created in Harehills, namely the Seaforths and the Broughtons.

There has been a successful prosecution of a Burmantofts resident who left their wheelie bins out for 2 months. They were fined £100 and ordered to pay £850 costs.

Weekly ward based patrols have been introduced in SSE that usually take place every Friday. These patrols are different in that Members direct the work of the patrol to tackle issues raised by their constituents.

Love Beeston, Clean Beeston – a partnership effort with local community organisations and residents including the Hamara Healthy Living Centre and Park View Primary school to remove litter and flytipping in the area through co-ordinated mechanical street sweeping, litter picking and enforcement patrols.

Data Development

Resource Management System – the crewing up and scheduling of street cleansing rounds has been done on an adhoc basis in the past using a series of spreadsheets which has hindered service provision. Work is still ongoing to develop a comprehensive and flexible system that will be more efficient, effective and user friendly. This may need to be extended to pick up bulky refuse that has now come into the service.

Risks and Challenges

Cleaning and keeping arterial routes clean to the expected standards is proving a challenge. Expertise is required in traffic management which is expensive if beyond the knowledge of internal staff. Routes that have been fully cleaned can return to pre-clean levels within a month. The lack of ownership by users of these areas means proactive work is less effective in these areas. The resumption of the grass cutting work has reduced the problem, however the service recognises reliance on this is insufficient and is working on a prioritised, co-ordinated and proactive plan of work. The impact of the Alternative Weekly Collections in parts of the city and policies on side waste could impact on the enforcement teams in future. The restructure of the regulatory roles in Locality Teams is taking longer than expected. A number of vacancies therefore still remain in these teams and this is creating a backlog of reactive work.

New Actions

- A third round of Service Level Agreements with Area Committees will incorporate a broader set of accountabilities in the form of Parks and Countryside, Highways and the ALMO's with joint performance reporting to area committees.
- Inner South Area Committee is funding £20k of new and replacement litter bins in Beeston and Middleton Park. Outer East Area Committee is funding the installation of CCTV cameras and Inner South and Outer South Area Committees are facilitating Saturday enforcement through extra funding.
- Much work has been done in readiness for the Fixed Penalty Notice pilot that is due to launch on the 22nd April. This will see an additional 4 dedicated Enforcement officers enforcing legislation regarding littering in the city centre (3 officers) and dog fouling in West North West (1 officer). This provision has been made using a private contractor and will be at minimal cost to the Authority.
- There will be enhanced street and associated cleansing of specified ALMO estates by creating new temporary cleaning teams, supplemented by additional enforcement.
- The lack of capacity of the Supervisors in Locality Teams to undertake full staff engagement and quality assurance work has now been addressed as 3 new Resource and Case work Supervisors have been appointed. This will ensure greater contact with staff and oversight of cleanliness activities, particularly in relation to the quality checking of cleansed routes.

Meeting: Safer and Stronger Communities Board

Population: All people in Leeds

Outcome: People can get on well together

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

Why and where is this a priority

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

Story behind the baseline

In 2011-13 Leeds has remained one of the fastest growing cities in the UK and also home to one of the most diverse and changing cultural populations. 2011 Census results show that almost 9 out of 10 Leeds residents were born in the UK, but with people from over 140 identifiable ethnic groups Leeds' black and minority ethnic population is one of the most diverse outside of London.

However, the majority of our black and minority ethnic and newly arrived communities are concentrated in the inner city and less affluent areas and with just over half of Leeds' foreign born residents having arrived in the UK in the last 10 years, this reflects dynamic changes happening in the local make up of many of Leeds' communities. This has created some tension in communities where the impact of new arrivals or changing demographics has been felt more keenly.

Whilst the overall picture is that Leeds communities are generally resilient and tolerant, the significance of intercultural tensions in some of our communities must not be underestimated. The picture nationally is that tensions between different communities of identity are increasing, and Leeds is conscious of staying ahead of that trend. There are a number of areas across the city where multiple concerns co-exist (higher levels of poverty, unemployment, truancy or substance misuse) and the slight increase in tensions reported in these areas, which include small numbers of racial hate incidents, is a cause for concern that is being monitored robustly through a joint partnership community safeguarding approach. Our approach to supporting communities with multiple concern is to focus on early identification, interventions and support for individuals and families to reduce such risks, threats and harms. The overall partnerships focus is on understanding what interventions and support can be in place to make a difference at community level: understanding the conditions required to ensure interventions are most successful. Newly emerging or changing communities are especially vulnerable to a range of threats, significant and regular changes in population, especially with short-term residency, inhibits the formation of strong, supportive and integrated communities – and we are working to look at what support needs to be in place to build resilience in these neighbourhoods, and with certain communities of identity.

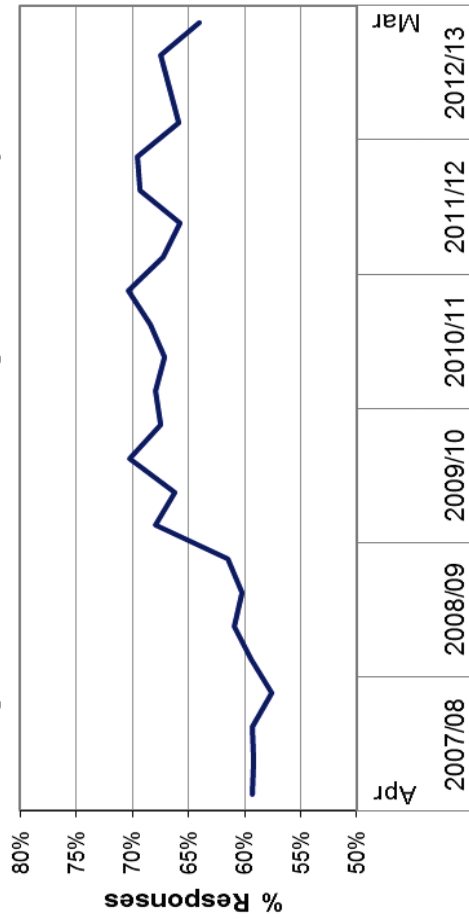
Overall our response in Quarter 4 has remained consistent, but progress remains noted as amber to reflect the challenging economic conditions in communities, the funding available to partners to support the approach and the expected continued challenge as the impact of welfare reform begins to hit.

Overall Progress:
AMBER



"Turning the Curve"

Do you agree that your local area is a place where people from different backgrounds and communities live together harmoniously?



West Yorkshire Police Authority surveyed 6669 households across Leeds in the last 12 months, with 64.02% agreeing in the last quarter that their local area is a place where people from different backgrounds and communities live together harmoniously.

What do key stakeholders think

The information is from the quarterly WYPA household survey - in 2012/13, a total of 6,669 households across Leeds have been surveyed. The 2007/08 baseline range was 59.34% of respondents agreeing that there local area is a place where people from different backgrounds and communities live together harmoniously. By 2009 the baseline had increased to 67.9%, which including general quarterly trends was maintained until 2012/13, which has now reduced to 64.02%. Whilst this is about the national average, we would expect the performance target to increase.

What worked locally /Case study of impact

The Migrant Access training programme has been running for 3 years. Q4 saw the first graduates of a women only programme: 22 women volunteers from 15 countries, collectively speaking 20 different languages went through a 12 week programme to learn basic messages from services across Leeds in order to cascade out accurate information to different migrant communities in accessing services appropriately and cost-effectively. Since graduation in January, the women have logged hundreds of volunteer hours across the city supporting One Stop Centres, libraries as well as the domestic violence team, housing options and JobCentrePlus.

Data Development

The current measure for COM4 is taken from the West Yorkshire Police Authority survey – and the question that asks households of they consider that their local area is a place where people from different backgrounds and communities live together harmoniously.

The benefit of the survey is that it is a reliable quarterly measure, and should be continued to be used as part of the overall picture, but manifestly this measure in isolation is inadequate to measure our overall progress on ensuring that Leeds is a place where people can get on well together.

It has been agreed that for 2013-15 we will look at a measuring progress on this outcome in more than one way, and more closely aligned to the new work programme under development.

Risks and Challenges

Ensuring that community partners are in a position to engage and deliver where action is needed to support communities and influence behaviour remains a key challenge in the current economic climate. A national increase in incidents of hate crime and inter community tension is noted as a risk for Leeds, and we need to ensure that we learn from the experiences of other cities where civic unrest has been more evident than in Leeds.

What we did and New Actions

- The **Safer and Stronger Communities Board** brought together different partners to look at the impact of welfare reform changes at community level. This included housing, benefits, community safety with community and locality support.
- **Leeds Poverty Challenge** is now underway with recruitment starting across the city for people experiencing the sharp end of poverty to come forward to work with policy makers to make the changes necessary to tackle endemic poverty in the city.
- The **Stronger Communities Partnership** has led on developing co-ordinated agendas and structures to delivering an improved approach to working with communities across Leeds.
- The **Safer Leeds Executive** has outlined new priorities for 2013-15 to focus on vulnerabilities for individuals and communities and these are tackling domestic abuse, child sexual exploitation and the impact of legal highs.
- The **Safeguarding Communities** group continued to monitor the trends of hate crime and antisocial behaviour across the city. It has highlighted a number of areas where crime and disorder or incidents of racial and religious tension may have an impact on the wider community, and is coordinating between the relevant agencies.
- The **Migration Partnership** supported another cohort of 22 migrant volunteers trained under the Migrant Access project.
- The **Gypsy Traveller and Roma Strategy Group** began work on a strategic framework for improving work with Gypsy Traveller and Roma communities in the city, and support multi-agency cooperation.
- The **Citizen's Panel** continue to engage citizen's, in 9 surveys supported by focus groups that affect decision making on policy and planning in the city. Twenty citizen panel members took part in two focus groups to discuss the proposals to introduce Selective Part-night Street Lighting across the Leeds area. The feedback will be considered at the June Executive Board where a decision will be made.

2012/13 Directorate Scorecard

Reporting Period :

Quarter 4 2012/13

Environment & Neighbourhoods Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Target	Q1	Q2	Q3	Q4	Executive Portfolio
Deliver the Safer and Stronger Board City Priority Plan, with a focus on reducing burglary levels, increasing confidence in relation to Anti Social Behaviour and improving cleanliness	Performance remains strong across the range of priorities being delivered by the Safer and Stronger Communities Board. The year end position on domestic burglary exceeds the stretch target, ASB service delivery feedback is strong and street cleanliness surveys over the year have demonstrated performance which is above target and this good performance is reinforced by feedback from Area Committees and local residents. Work continues to develop the Stronger element of the Board's remit, including issues linked to poverty and domestic abuse, both of which feature in the Board's forward work programme.	Green	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Create the environment for effective partnership working	The Safer Stronger partnership remains strong and effective in tackling its priorities. The positive impact of these partnership arrangements is evidenced through strong performance across the range of priorities being tackled. At its last meeting in February, the Board initiated a debate about its working arrangements to get a collective view about what is working and how best to focus attention and resources on its priorities. In particular, work has been done to look at ways in which we can engage with those who are feeling the real effects of poverty and involve them in finding ways to improve lives.	Green	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ensure that local neighbourhoods and central commercial areas are clean	Winter survey results show an improvement in performance and when taken together with summer performance, shows an overall cleanliness level of 92% for the year. This exceeds the target of 90.2%. Performance is monitored by Area Committees and local issues are dealt with at ward member meetings. Locality teams report a reduction in formal complaints about the service and an increase in Member confidence. There is more engagement than ever with Members and residents, giving them an opportunity to influence where and how street cleansing services are delivered as well as where to target enforcement activities.	Green	Reduce percentage of streets with unacceptable levels of litter (ANNUAL)	5% improvement by March 2013	86.0% 2011/12	91.5% (new indicator)	91.5% (summer survey data as Q2)	92.4% (winter result)	Environment
Improve the quality of Leeds' parks	The Annual measure shows performance to be above the target set for this year. The service also monitors performance in terms of the condition of the 62 community parks that form part of the wider indicator, and this shows a result of 41. % against a target of 47.5%, giving an Amber rating. The service continues to target investment and resources where possible to community parks and is developing an investment strategy to more effectively target funding and resources to meet the Parks and Green Space target of 100% community parks to Green Flag standard by 2020. With regard to the satisfaction index, the service undertook a residents survey using the Citizen's Panel in summer 2012. Discussions are underway for further resident feedback in 2013.	Green	Percentage of parks and countryside sites assessed internally that meet the Green Flag criteria (ANNUAL)	29.4%	Annually Reported	Annually Reported	30.8% provisional result	30.80%	Environment
Improve Recycling Rates	Qtr 4 cannot be calculated until the final accounts are completed at the end of April. No change to expected outturn 12/13 at 40.4% - however some risk to the figure given the extremely poor weather in March which will affect volumes of kerbside garden waste. Latest YTD is 41.1% (comparable figure 11/12 was 37.7%)	Green	Increase percentage waste recycled	45%	43.0%	44.0% at August 2012	42.9% at Nov 2012	Latest YTD 41.1%	Environment
Improve refuse service reliability	Qtr 4 results have been affected by adverse weather conditions and changes to routes. Residual rose significantly during January and February and has come down to 156.26 in March. SORT continued to improve in January, achieving 139.58 but saw a significant peak in February but which has fallen to 198.63 at end March. Garden waste collections resume in Spring and the March performance figure is 80.38. The roll out of Alternate Weekly Collections present further challenges over this year. However, new technology is being introduced which will enable the service to manage operational issues more effectively and resources are being aligned and supplemented to further strengthen customer service aspects. The missed bin measure and target is being reviewed in order to find a more effective way of measuring continual service improvement	Amber	Reduce number of missed bins per 100,000 collected	50 (quality standard) - measure under review	106.49	100.79	101.16 (see commentary for breakdown by bin type)	149.00 (see commentary for breakdown by bin type)	Environment
Reduce levels of domestic burglary	In 2012/13 there were 5,305 recorded domestic burglaries in Leeds; down 30.8% when compared with the previous year ~ equivalent to 2357 fewer victims).	Green	Reduce number of burglaries	5999 Stretch target Sept 12	1266 (12 month total 6816 down 24.8%)	1265 (12 month total 5,938 down 36%)	5634(12 months total down 33%)	Y/E=5,305 (12 months total down 30.8%)	Neighbourhoods, Planning and Support Services

Other Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Target	Q1	Q2	Q3	Q4	Executive Portfolio
Deliver an approach to locality working with improved community engagement and more local decision making	<p>Corporately, we have provided more QA and support to report writers at draft stage (All Exec Board and some delegated decisions). Toolkits on community engagement are in draft, to be launched through Spring 2013 as part of Community Engagement Operating Framework. Local promotion of the 2012 Budget Consultation contributed to record levels of participation. The Citizens' Panel continues to provide services with Area Committee level survey data, and further recruitment in early 2013/14 will boost membership in key wards.</p> <p>Initial findings from University of Leeds research into Public Involvement to be shared with Area Leaders in April 2013.</p>	Green	Increase percentage of people who feel they are involved in their local community	N/A	A great deal - 5.5% To some extent - 33.1% Not very much - 40.5% Not at all - 20.5% Don't know - 0.4%				Neighbourhoods, Planning and Support Services
Other Relevent Indicator				Target	Q1	Q2	Q3	Q4	Executive Portfolio
Reduce the overall crime rate (per 1000 population)				N/A	21.2 (15,933) 12 mth total 67,051 down 9.8%	21.2 (15,387) 12 mth total 54,314 down 13.86%	(16,420) 12 month 64,019 down 11.8%	14, 754 (19.6%) Y/E 62,494 (83.1%) down 12.7%	Neighbourhoods, Planning and Support Services

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 10th June 2013

Subject: Sources of work for the Scrutiny Board

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. Scrutiny Boards are responsible for ensuring that items of scrutiny work come from a strategic approach as well as a need to challenge service performance and respond to issues of high public interest.

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

Recommendation

3. Members are requested to use the attached information and the discussion with those present at the meeting to:
 - (i) confirm the areas of Scrutiny for the forthcoming municipal year
 - (ii) authorise the Chair, in conjunction with officers, to draw up inquiry terms of reference for subsequent approval by the Scrutiny Board.

1.0 Purpose of this report

- 1.1 To assist the Scrutiny Board in effectively managing its workload for the forthcoming municipal year, this report provides information and guidance on potential sources of work and areas of priority within the Board's terms of reference.

2.0 Background information

- 2.1 Scrutiny Boards are responsible for ensuring that items of scrutiny work come from a strategic approach as well as a need to challenge service performance and respond to issues of high public interest.
- 2.2 The alignment of the Scrutiny Boards to the Strategic Partnership Boards continues to promote a more strategic and outward looking scrutiny function that focuses on the City Priorities, as set out within the City Priority Plan 2011 to 2015.
- 2.3 The City Priority Plan was established to replace the Leeds Strategic Plan. This city-wide partnership plan summarises the key outcomes and priorities to be delivered by the Council, and its partners, over the next 4 years. As such they are the "must-do" priorities or "obsessions" for each partnership and may be supported by more detailed action plans as the partnerships sees fit.

3.0 Main issues

Alignment with the Strategic Partnership Boards

- 3.1 As set out within its terms of reference, this Scrutiny Board is authorised to review or scrutinise the performance of the Safer and Stronger Communities Board. In doing so, the Scrutiny Board will review outcomes, targets and priorities within the Business Plan and "Best City...for communities" priorities, as set out within the City Priority Plan. These priorities are as follows:
 - Reduce crime levels and their impact across Leeds
 - Effectively tackle and reduce anti-social behaviour in our communities
 - Ensure that local neighbourhoods are clean
 - Increase a sense of belonging that builds cohesive and harmonious communities
- 3.2 The current Council Business Plan 2011 to 2015 was refreshed in 2012 to update targets but it was agreed that it would be more formally reviewed after two years. This review has now been undertaken, including consultation with the Resources and Councils Services Scrutiny Board in April 2013. The new Best Council Business Plan 2013-17 is now due to be considered by the Executive Board on 19th June 2013 prior to its approval at Full Council. Any changes to the Business Plan which relate to this Scrutiny Board's portfolio will be shared with the Board in due course.
- 3.3 In line with the Scrutiny Board Procedure Rules, the Scrutiny Board will also continue to act as 'critical friend' to the Safer and Stronger Communities Board. In line with this approach, the Scrutiny Board will assess how well the Partnership is working in practice. However, in determining items of scrutiny work this year, the Scrutiny Board is also encouraged to explore how it can add value to the work of the Partnership in delivering on the city priorities.

Other sources of Scrutiny work

- 3.4 As well as the focus on partnership scrutiny, Scrutiny Boards have and will continue to challenge service directorates. The Scrutiny Boards' terms of reference are determined by reference to Directors' delegations.
- 3.5 The Scrutiny Board may therefore undertake pieces of scrutiny work in line with its terms of reference, as considered appropriate. Such pieces of work may arise from the Scrutiny Board's performance monitoring role. However, other common sources include requests for scrutiny and other corporate referrals.
- 3.6 In its capacity as a 'Crime and Disorder Committee', this particular Scrutiny Board will also be required to consider any referrals made by elected members to review or scrutinise local crime and disorder matters. The Board also has powers to review or scrutinise decisions made (or action taken), in connection with the discharge by the 'responsible authorities' of their crime and disorder functions. Further details are set out within the joint protocol between Scrutiny and the local Community Safety Partnership.

Areas of Scrutiny work brought forward from the previous year

- 3.7 Last year, the Scrutiny Board had undertaken a review aimed to improve recycling participation levels through effective communication and education. Linked to this, it was the Board's original intention to test out communication assumptions by targeting 3 areas of the city based around current recycling participation levels. However, during the review, the Scrutiny Board agreed that it would be more prudent to work closely with the service in evaluating the responsiveness of residents to communication materials/channels in helping to drive forward the Council's strategy of implementing alternate weekly collections of recyclable and residual waste citywide. The intention is therefore to undertake this piece of work during August/September in readiness for the phase 2 roll out of alternate weekly collections.
- 3.8 The Executive Board Member for Neighbourhoods, Planning and Support Services made a request for the Scrutiny Board to review income generation opportunities linked to the Council's CCTV and security function. The Scrutiny Board agreed that it would be appropriate to undertake this piece of work during the 2013/14 municipal year.

Utilising the Leeds Census as a valuable data source

- 3.9 The Census is a vital planning tool for both the public and private sectors and the data that is derived from it is an essential element in intelligence led decision making. Such data also helps to build a comprehensive picture of conditions in localities and helps identify the critical issues facing neighbourhoods.
- 3.10 The last Census took place on 27th March 2011. It was conducted on a resident basis and the statistics relate to where people usually live, rather than where they were on Census night. Students who were studying away from home during the terms were enumerated at their term-time address.

- 3.11 The “Leeds: The Big Picture” report provides a factual analysis of the data produced from the 2011 Census. It compares the data for Leeds to the averages for England and Wales and, where possible, includes comparisons to information from the 2011 Census. This report is available on the Leeds Observatory under the “Resources and Documents” section (<http://www.westyorkshireobservatory.org/Leeds>).
- 3.12 To complement the “Leeds: The Big Picture” report, an additional document has also been produced based on Census data published by the Office for National Statistics on 30th January 2013. The “2011 Census: Comparing the results across Leeds” document focusses on the comparisons between the ten Area Committees in Leeds, but also makes reference to the results by electoral ward and Lower Super Output Area to further demonstrate the extent of the differences across the city at the small area level. A copy of this report has therefore been provided to Board Members as a valuable data source, particularly in relation to the Stronger Communities portfolio (Appendix 1).

4.0 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 It is recognised that in order to enable Scrutiny to focus on strategic areas of priority, each Scrutiny Board needs to establish an early dialogue with the Director(s) and Executive Board Member(s) holding the relevant portfolios and also the Partnership Chair.
- 4.1.2 Unfortunately the Executive Board Member for Environment and the Executive Board Member for Neighbourhoods, Planning and Support Services are unable to attend today’s meeting. However, their views have been shared with the Chair of the Scrutiny Board prior to today’s meeting and will be reported to the Board during the meeting. The Director of Environment and Neighbourhoods will be attending today’s meeting.
- 4.1.3 Also attached for Members consideration are the latest Executive Board minutes (Appendix 2).

4.2 Equality and Diversity / Cohesion and Integration.

- 4.2.1 The Scrutiny Board Procedure Rules now state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include ‘ to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council’s Equality and Diversity Scheme’.

4.3 Council Policies and City Priorities

- 4.3.1 The terms of reference of the Scrutiny Boards promote a more strategic and outward looking Scrutiny function that focuses on the City Priorities. This particular Scrutiny Board is authorised to review or scrutinise the performance of the Safer and Stronger Communities Board. In doing so, the Scrutiny Board will review outcomes, targets and priorities within the Business Plan and “Best City...for communities” priorities, as set out within the City Priority Plan.

4.4 Resources and Value for Money

4.4.1 Over the last few years of Scrutiny Board work, experience has shown that the process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time.

4.4.2 Before deciding to undertake an inquiry, the Scrutiny Board is advised to consider the current workload of the Scrutiny Board and the available resources to carry out the work.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report has no specific legal implications.

4.6 Risk Management

4.6.1 There are no risk management implications relevant to this report.

5.0 Conclusions

5.1 Scrutiny Boards are responsible for ensuring that items of scrutiny work come from a strategic approach as well as a need to challenge service performance and respond to issues of high public interest. This report provides information and guidance on potential sources of work and areas of priority within the Board's terms of reference. In consultation with the relevant Director(s), Executive Board Member(s) and Partnership Chair, the Scrutiny Board is requested to consider and confirm the areas of Scrutiny for the forthcoming municipal year.

6.0 Recommendations

6.1 Members are requested to use the attached information and the discussion with those present at the meeting to:

- (i) confirm the areas of Scrutiny for the forthcoming municipal year
- (ii) authorise the Chair, in conjunction with officers, to draw up inquiry terms of reference for subsequent approval by the Scrutiny Board.

7.0 Background papers¹

7.1 None

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

This page is intentionally left blank

2011 Census

Comparing the results across Leeds



Source : The Office of National Statistics

2011 Census of Population

Area Comparisons

The Census is completed every ten years and is the largest piece of social research undertaken in the country. It has always been considered a rich and valuable source of information and represents a “gold standard” in terms of population statistics.

The Census tells us how many people live where and provides valuable information on the make-up of local communities, covering issues such as health, housing, employment, skills levels and transport.

It provides the basis for central and local government, health authorities and many other organisations to target their resources and to plan housing, education, employment, health, transport and other services for years to come.

The Census took place on 27 March 2011. It was conducted on a resident basis, and the statistics relate to where people usually live, rather than where they were on Census night. Students who were studying away from home during the term were enumerated at their term-time address.

The information contained in this pack is based on the data which was published by the Office for National Statistics on 30 January 2013.

It focusses on the comparisons between the ten Area Committees in Leeds (see map at appendix A), but throughout reference is also made to the results by electoral ward and Lower Super Output Area (LSOA) to further demonstrate the extent of the differences across the city at the small area level.

The pack provides a selection of information arranged by the following themes (other comparisons can be produced if required):

- Demography
- Housing
- Household Composition
- Economy
- Lifelong Learning
- Health and Wellbeing

The Office for National Statistics has published all the data from the 2011 Census through a number of channels which can be accessed through its dedicated Census website www.census.gov.uk

Data relating to areas in Leeds is also available through the Leeds Observatory together with the city summary “Leeds: The Big Picture” and the individual Area Committee and Electoral Ward profiles. www.westyorkshireobservatory/leeds

A series of thematic profiles (based on the data for Leeds) are being developed and will be published on the Leeds Observatory as they are completed. A Leeds based Atlas of the 2011 Census results is also being developed. This will include a series of maps at the Lower Super Output Area level to help highlight some of the differences and inequalities that exist across the city. The Atlas will be available through the Leeds Observatory as interactive maps as well as a in a composite document.

During 2013 the Office for National Statistics will release more detailed cross-tabulated data, such as by age or ethnicity. This will provide an even richer and more valuable data source and all the data will be made available on the Leeds Observatory.

*Source: All data has been supplied by the Office for National Statistics (ONS). While every care has been taken to ensure the accuracy of the data, it is provided only on condition that Leeds City Council **cannot** be held responsible for any error, omission or misrepresentation whether negligent or otherwise.*

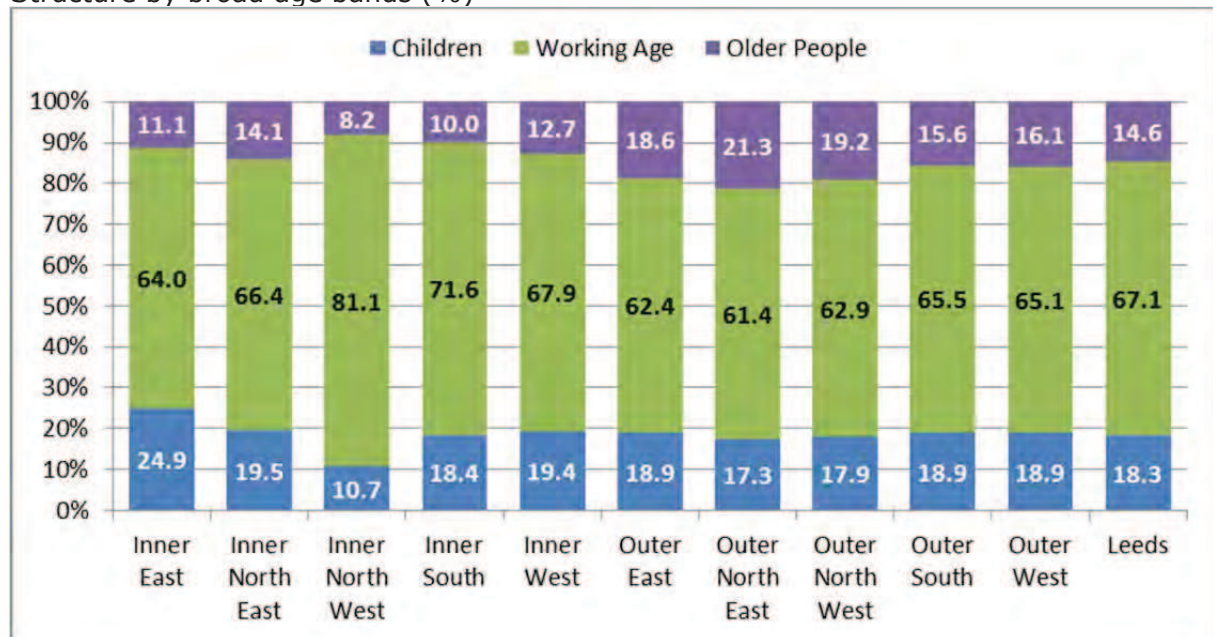
Demography

Age Structure

The 2011 Census shows that there are 751,485 people living in Leeds. At the Area Committee level, the following graph illustrates the proportions of the resident populations that are; children (aged 0-15 years); working age people (16-64 years); and older people (aged 65+ years).

The data shows how Inner North West in particular is impacted by the high number of students living in the area.

Structure by broad age bands (%)



Children and young people

There are 137,493 children and young people living in the city.

- Inner East has the highest proportion of children and young people (24.9%) and Inner North West has the lowest (10.7%)
- In the remaining 8 Area Committee areas the proportions of children range from 17.3% to 19.5% compared to the city average of 18.3%
- At a ward level Gipton & Harehills (in Inner East) has the highest proportion of children and young people (29.4%) and Headingley (in Inner North West) the lowest (3.6%)
- At the LSOA level rates range from 37.9% to just 1%
- There are 12 LSOAs where children and young people account for 30% or more of the resident population and 23 LSOAs where they account for 5% or less

Working age people

There are 504,394 people of working age living in Leeds.

- Inner North West has the highest proportion of working age people (81.1%) and Outer North East has the lowest (61.4%)

- At a ward level Headingley (in Inner North West) has the highest proportion of working age people (92.1%) and Harewood (in Outer North East) the lowest (59.4%)
- At the LSOA level rates range from 98.8% to 50.3%
- There are 25 LSOAs where working age people account for 90% or more of the resident population (generally areas with a high student population)

Older people

There are 109,598 older people living in Leeds.

- Outer North East has the highest proportion of older people (21.3%) and Inner North West has the lowest (8.2%)
- At a ward level Harewood and Wetherby (both in Outer North East) have the highest proportions of older people (23% each) and Hyde Park & Woodhouse and Headingley (both in Inner North West) the lowest (4.2%)
- At the LSOA level rates range from 36.9% to just 0.1%
- There are 9 LSOAs where older people account for 30% or more of the resident population and 36 LSOAs where they account for 5% or less (generally areas with a high student population)

Ethnicity and Nationality

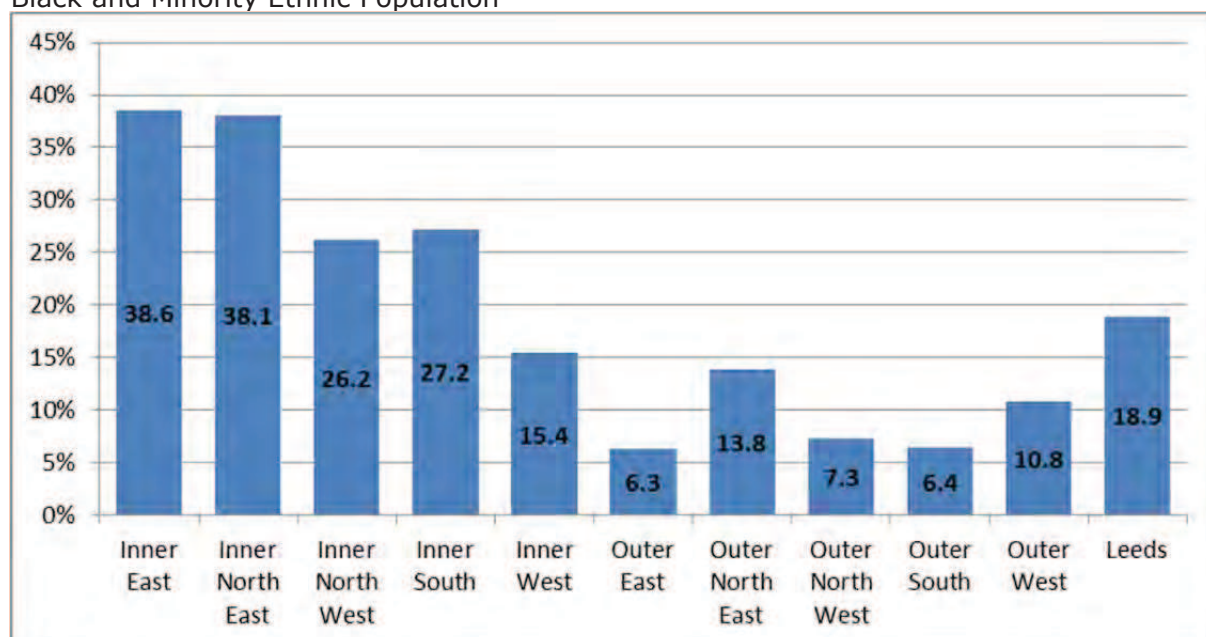
Black and Minority Ethnic (BME) Population

The 2011 Census shows that there are 141,771 people from BME communities living in Leeds.

Area Committee comparison

- There are much higher proportions of people from BME communities living in the inner areas
- Inner East has the highest BME population, closely followed by Inner North East
- Outer East has the lowest proportion, closely followed by Outer South

Black and Minority Ethnic Population



Ward and Lower Super Output Area comparisons

- At a ward level Gipton & Harehills (in Inner East) has the highest proportion of people from BME communities (64.2%) and Kippax & Methley (in Outer East) the lowest (2.9%)
- LSOA rates range from 92.5% to just 1.5%
- There are 33 LSOAs where 50% or more of the resident population are from BME communities and 93 LSOAs where the BME population accounts 5% or less

Country of Birth

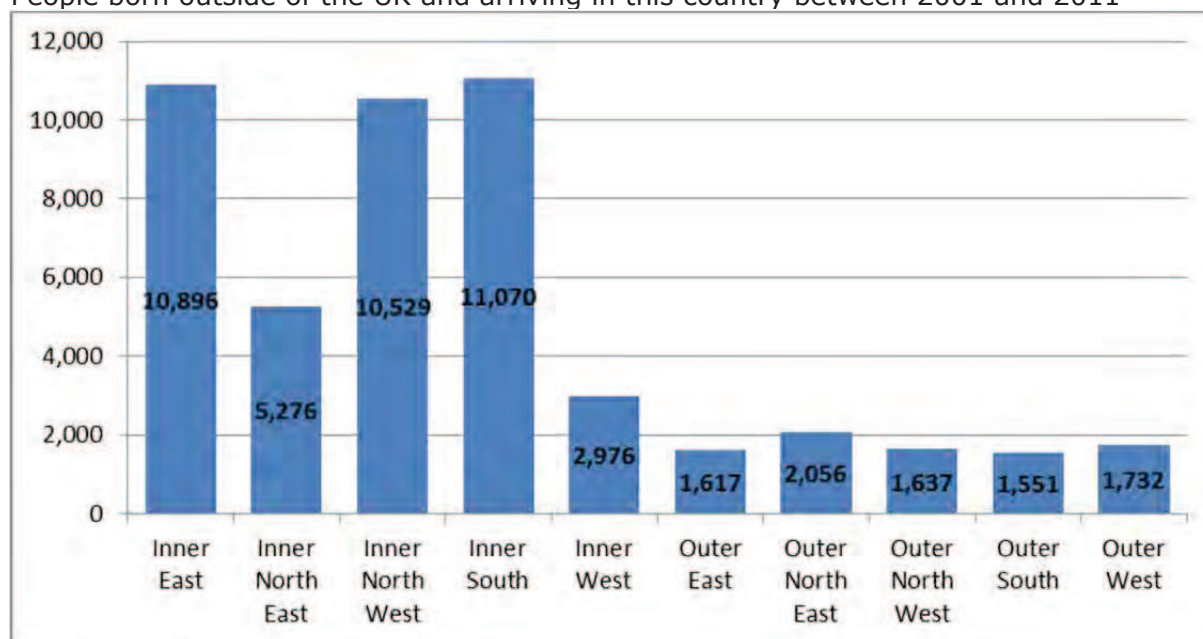
88.6% of the population in Leeds were born in the UK. The number of residents born outside of the UK has increased from 47,636 (6.7% of the population) in 2001 to 86,144 (11.5%) in 2011, with just over 25,000 people being born in the EU (12,026 born in EU accession countries) and just over 61,000 born elsewhere. Of the 86,144 people born outside the UK, more than half (49,340 people) arrived in the last 10 years, an indication of the extent of international immigration over the decade.

Area Committee comparison

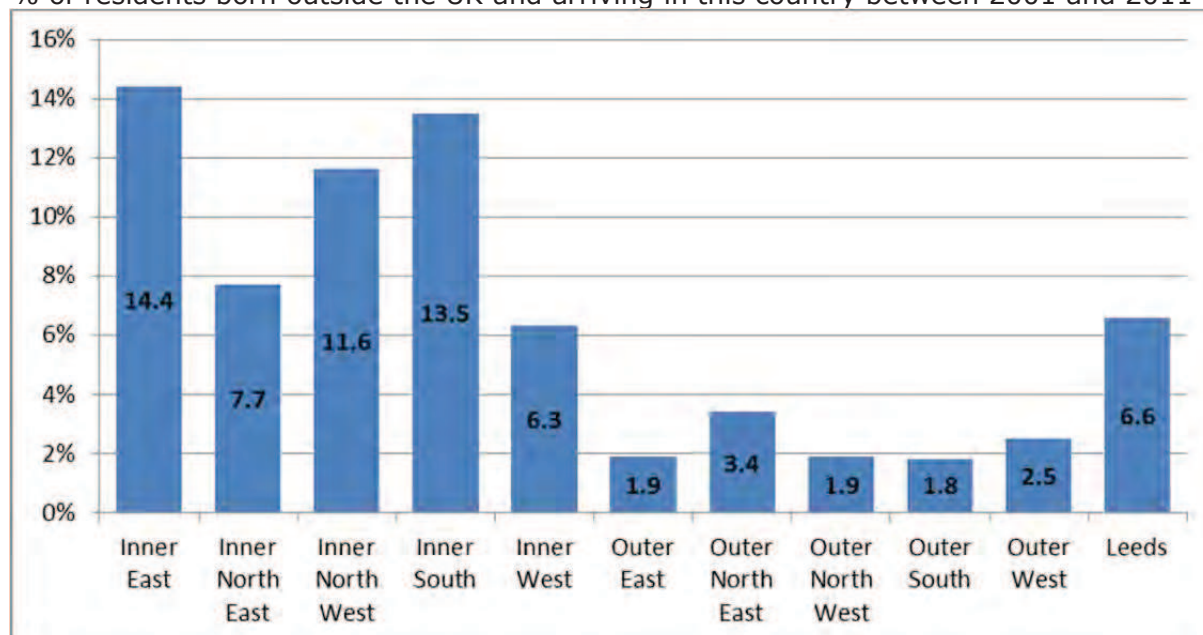
The following two graphs show where the 49,340 people who arrived in the last 10 years have settled, and then what proportion of the resident population of each Area Committee has arrived in the last 10 years.

- Three-quarters of the new migrants (people who arrived in the last 10 years) have settled in the inner areas (most notably in Inner East, Inner North West and Inner South)
- In each of these three areas new migrants account for more than 10% of the resident population

People born outside of the UK and arriving in this country between 2001 and 2011



% of residents born outside the UK and arriving in this country between 2001 and 2011



Ward and Lower Super Output Area comparisons

- At a ward level the distribution is even more concentrated with over 1/3rd of all new migrants settling in just three wards; City & Hunslet (in Inner South); Hyde Park & Woodhouse (in Inner North West) and Gipton & Harehills (in Inner East)

- In each of these three wards new migrants account for more than 20% of the resident population
- There are 9 LSOAs across the city where new migrants account for more than 30% of the resident population

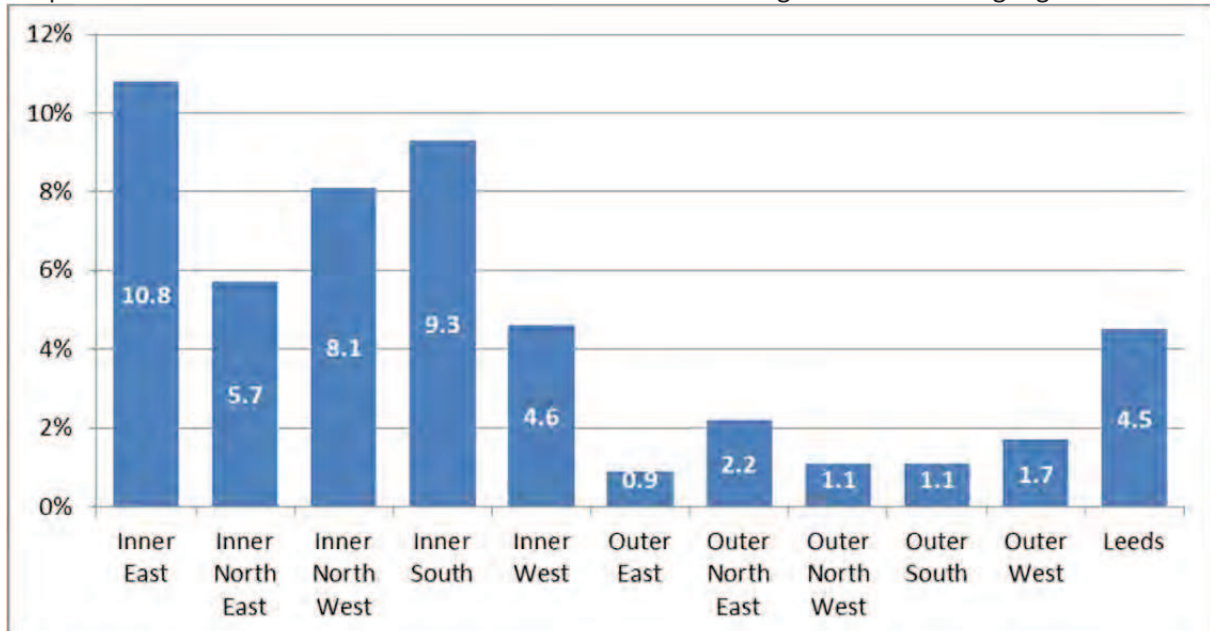
Household Language

There are at least 85 different “main” languages spoken in Leeds (there will be more given the numbers in the “other” categories). Across the city there are 14,468 households (4.5% of all households) where no-one in the household has English as a main language.

Area Committee comparison

- The proportion of households where no-one has English as a main language ranges from 0.9% in Outer East to 10.8% in Inner East
- Rates are higher in all the inner areas, but particularly so in Inner East, Inner South and Inner North West

Proportion of households where no-one in the household has English as a main language



Ward and Lower Super Output Area comparisons

- Ward rates ranges from 18.6% in Hyde Park & Woodhouse (in Inner North West) to 0.3% in Garforth & Swillington (in Outer East)
- At the LSOA level the picture is even more dramatic with rates ranging from 0% to 51.3%, and there are 18 LSOAs where 20% or more of households have no-one who has English as a main language

Religion

The question on religion was first introduced in the 2001 Census. It is the only voluntary question included in the Census.

The 2011 Census shows that despite falling numbers, Christianity remains the largest religion both nationally and locally. A detailed breakdown of the data shows that there are at least 45 different religious groups represented in the city.

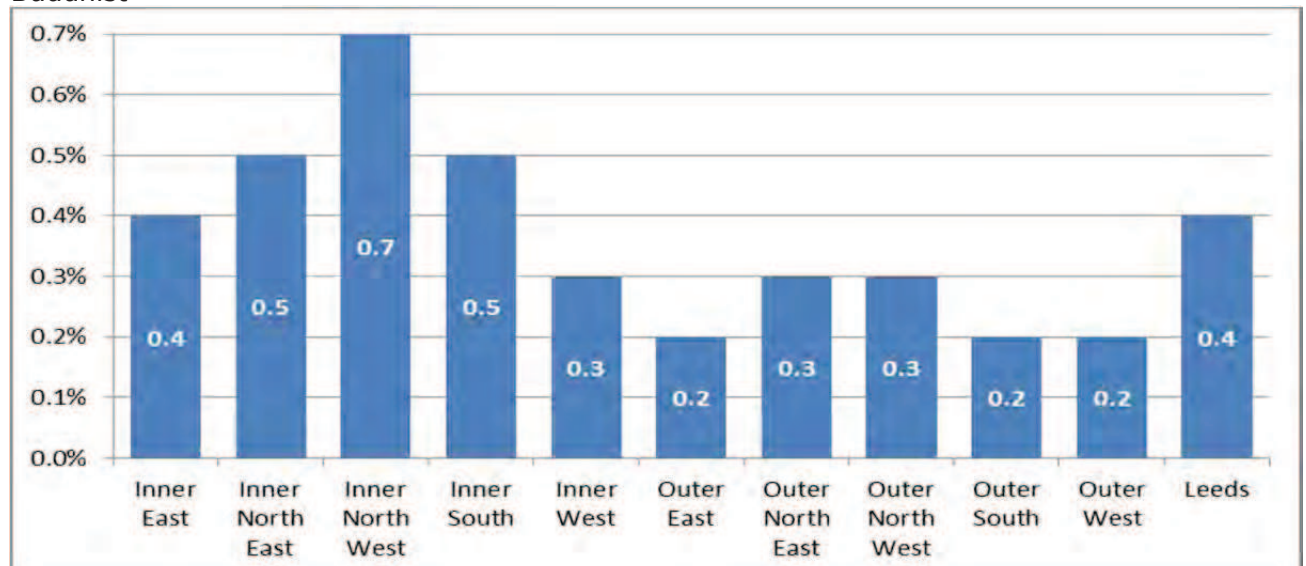
In Leeds, 212,229 people (28.2% of the resident population) said that they has no religion, and a further 50,717 people (6.7%) did not state a religion.

The following sets of graphs show the proportions of the population in each of the major faith groups within Area Committees.

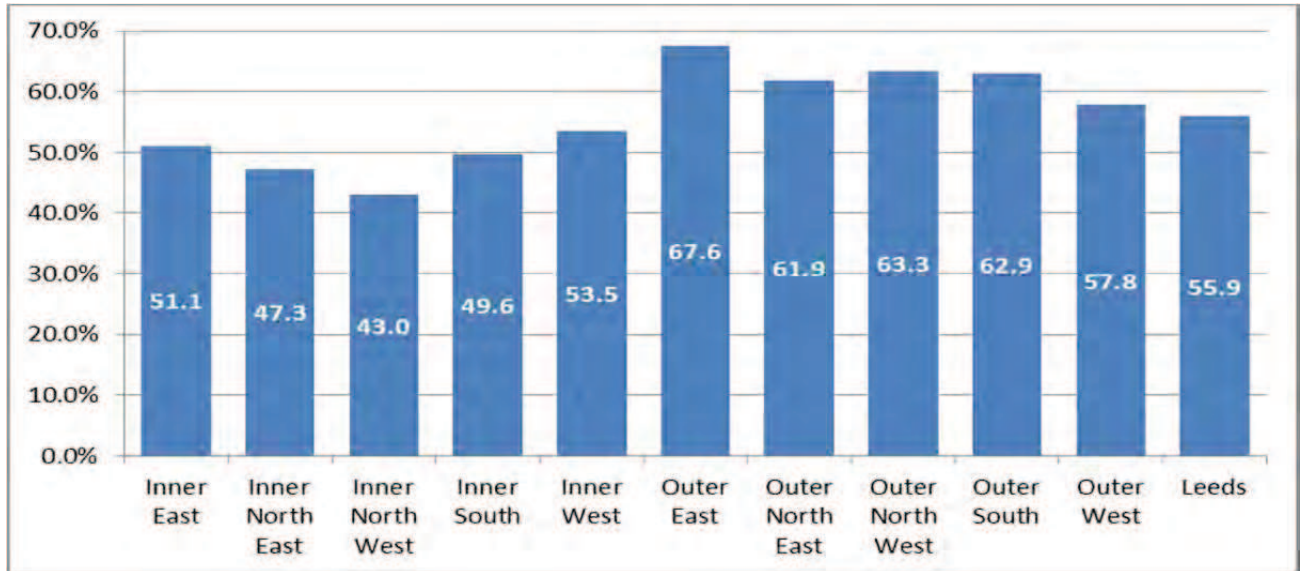
Geographic analysis of the 2011 data has again shown how faith communities are concentrated in particular geographic areas of the city:

- A quarter of the city's Buddhist population is concentrated three wards; Hyde Park & Woodhouse; City & Hunslet and Chapel Allerton
- Just over 40% of the city's Hindu population lives in four wards; City & Hunslet; Alwoodley; Moortown and Hyde Park & Woodhouse
- The Jewish community is heavily concentrated to the north of the city with 75% of the community settled in four wards; Alwoodley; Moortown; Roundhay; and Harewood
- Over 1/5th of the city's Muslim community (22.1%) is resident in Gipton & Harehills, with a further 35% of the community settled in City & Hunslet, Hyde Park & Woodhouse, Chapel Allerton, and Roundhay
- Just over 50% of the city's Sikh community lives in five wards; Moortown; Alwoodley; Calverley & Farsley; Chapel Allerton; and Roundhay
- The three wards with the highest numbers of people with no religion are Headingley; Hyde Park & Woodhouse and Kirkstall

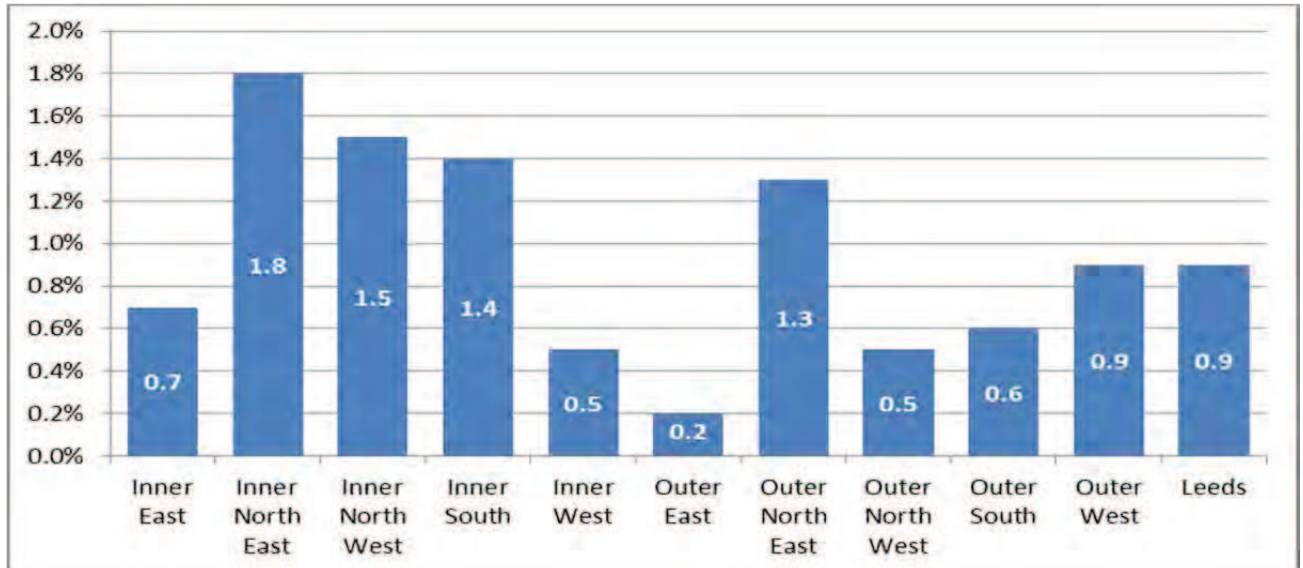
Buddhist



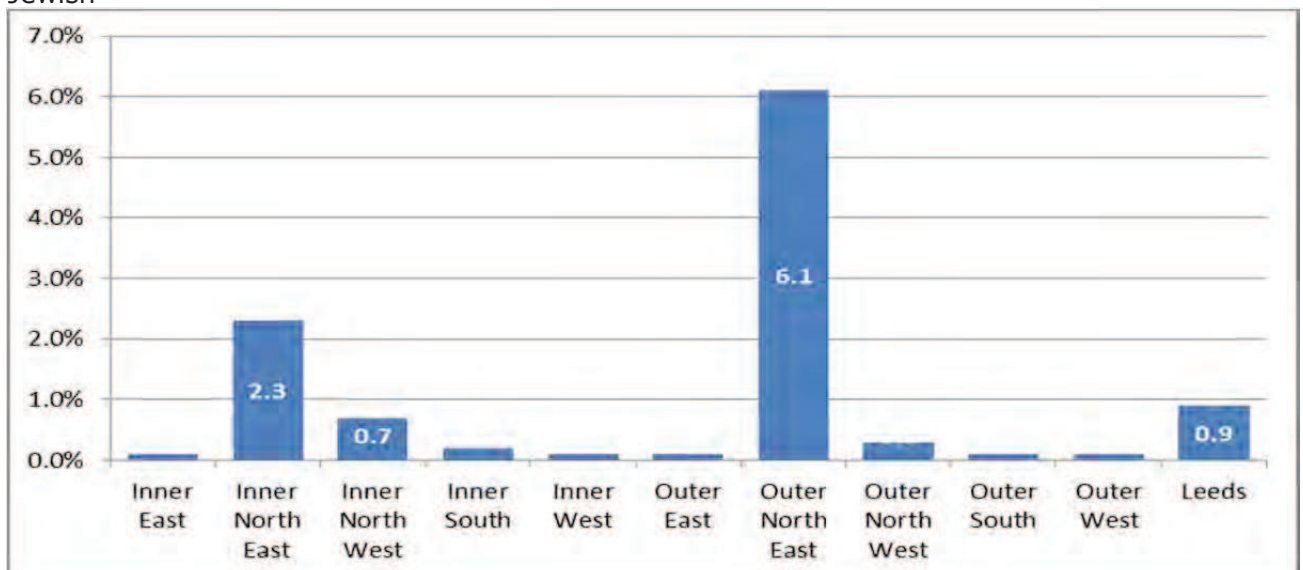
Christian



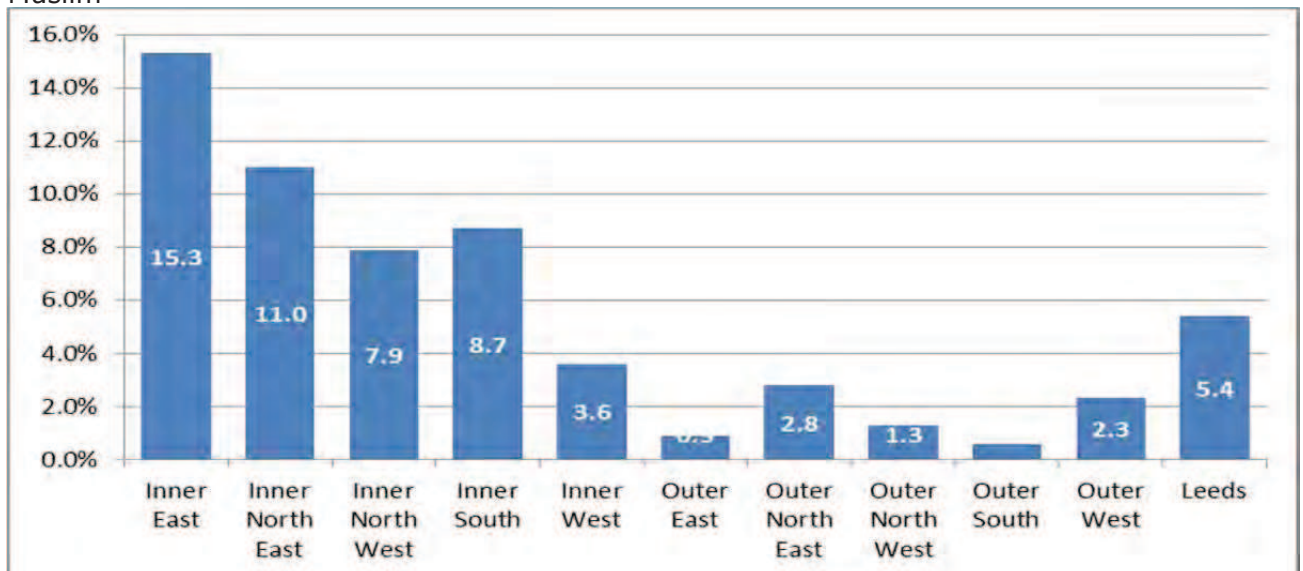
Hindu



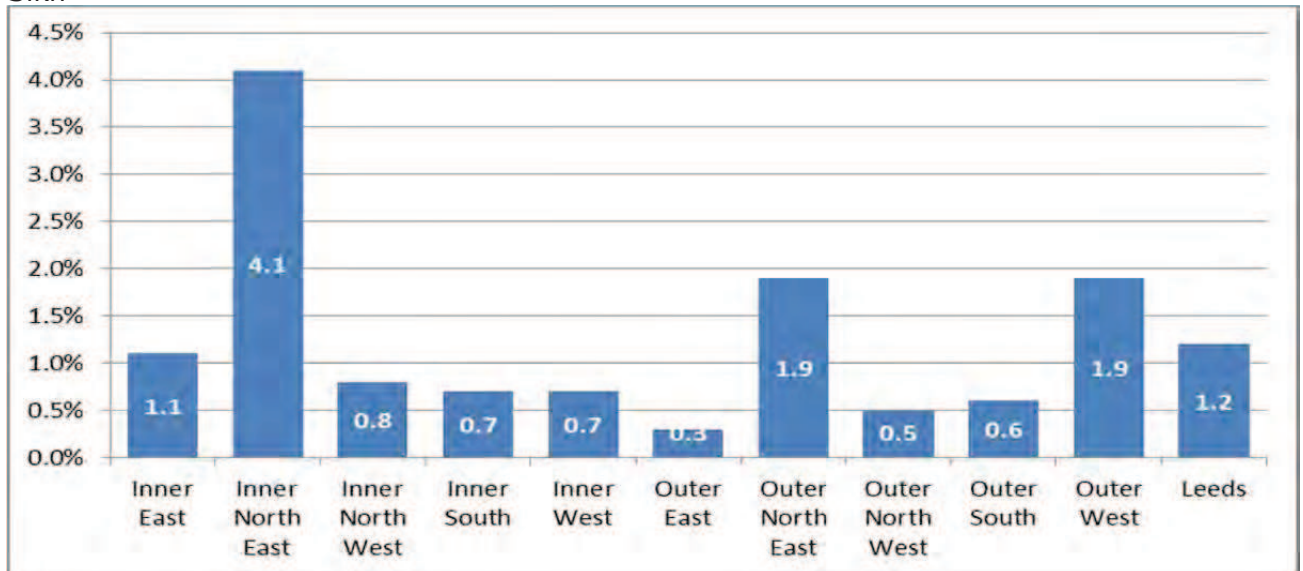
Jewish



Muslim



Sikh



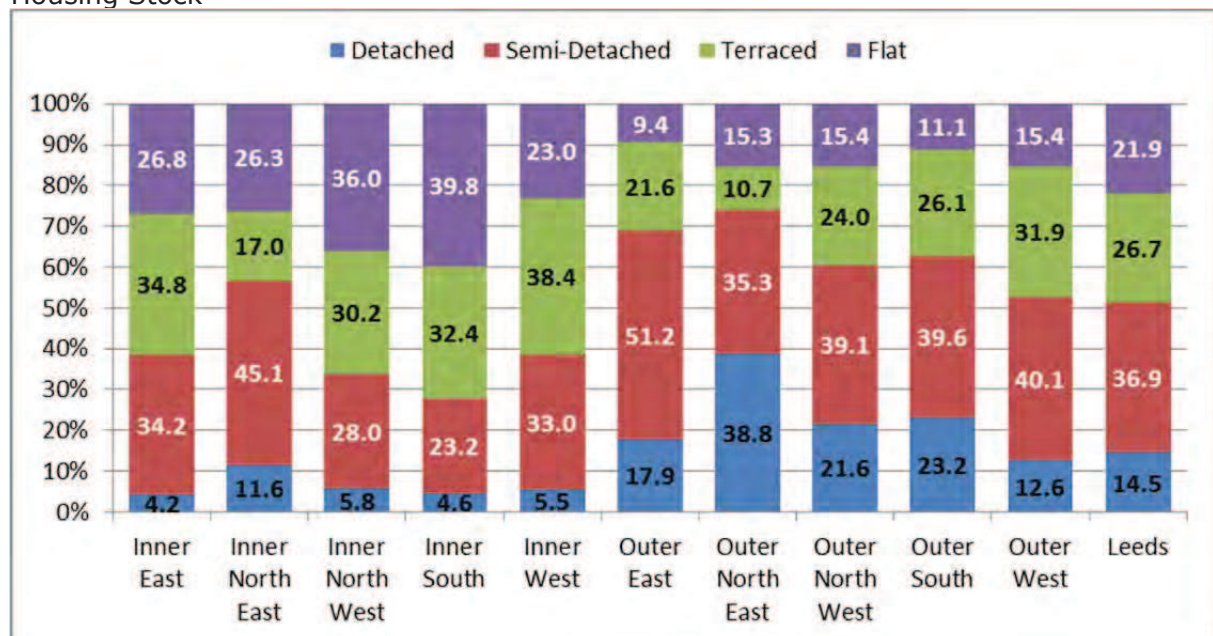
Housing

Housing Type

Area Committee Comparison

- There is a much higher proportion of detached housing in the outer areas, most notably in Outer North East
- The proportions of semi-detached properties range from 23.2% in Inner South to 51.2% in Outer East
- There is much less terraced housing in the north east of the city, with this type of property accounting for just 10.7% of the stock in Outer North East and 17% in Inner North East
- There is a much higher proportion of flats in the inner areas, particularly in Inner North West and Inner South

Housing Stock



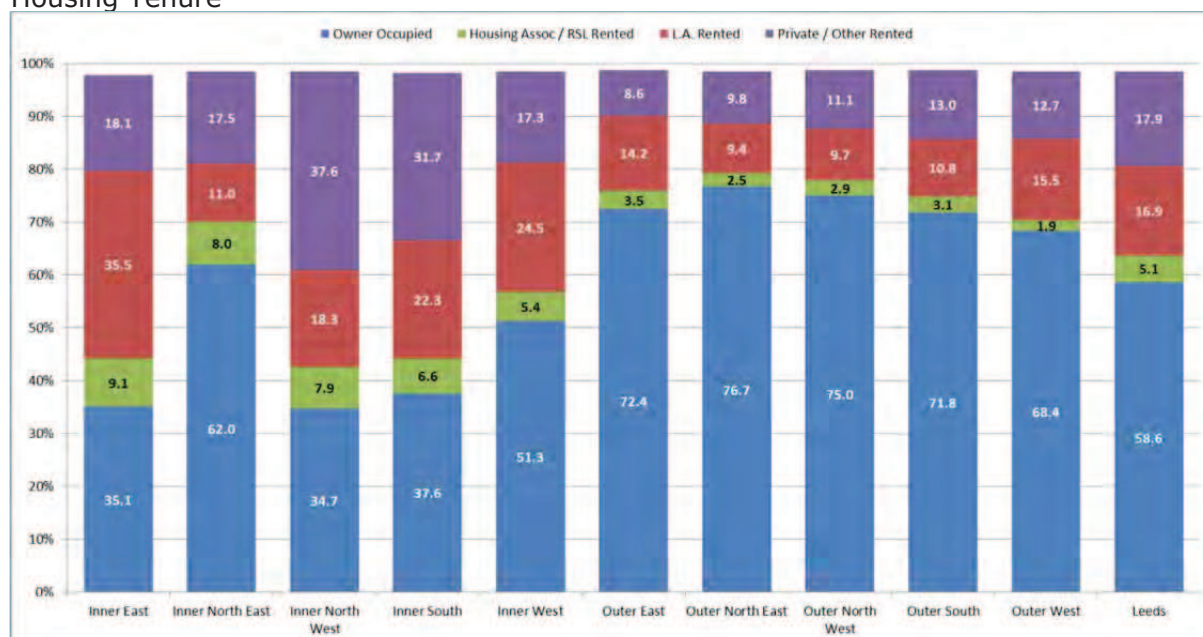
Housing Tenure

Area Committee comparison

The following graph provides a breakdown of housing tenure (it does not include households that are living rent-free, of which there are just over 4,800 across the city). The analysis shows:

- There are much higher levels of owner occupation in the outer areas, although the rate for Inner North East is also above city average
- Inner East has the highest levels of social rented housing (more than double the city average), with 35.5% of households renting from the Council (through an ALMO) and 9.1% renting from a Housing Association / Registered Social Landlord
- Households renting from the private sector account for more than 1/3rd of all households in Inner North West

Housing Tenure



Ward and Lower Super Output Area comparisons

Households renting from the Council (through an ALMO)

- Ward rates range from 3.5% in Headingley (in Inner North West) to 41.2% in Killingbeck & Seacroft (in Inner East)
- LSOA rates range from 0% to 78%, with 32 LSOAs having 50% or more of households in this category

Households renting from other social providers

- Ward rates range from 0.9% in Calverley & Farsley (in Outer West) to 14.2% in Hyde Park & Woodhouse (in Inner North West)
- LSOA rates range from 0% to 42.4%, with 21 LSOAs having 20% or more of households in this category

Households renting from a private landlord or letting agency

- Ward rates range from 6.1% in Killingbeck & Seacroft (in Inner East) to 65.3% in Headingley (in Inner North West)
- LSOA rates range from 2.1% to 89.6%, with 47 LSOAs having 40% or more of households in this category

Occupancy ratings

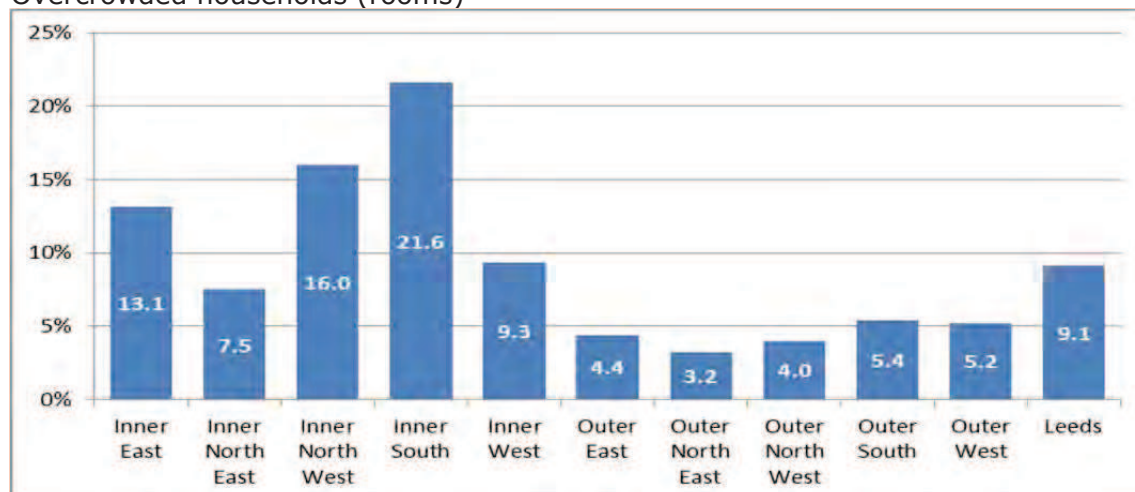
This provides a measure of whether a household's accommodation is overcrowded or under occupied. There are two measures of occupancy rating, one based on the number of rooms in a household's accommodation, and one based on the number of bedrooms. The ages of the household members and their relationships to each other are used to derive the number of rooms/bedrooms they require. This is subtracted from the number of rooms/bedrooms in the household's accommodation to obtain the occupancy rating. An occupancy rating of -1 implies that a household has one fewer room/bedroom than required, whereas +1 implies that they have one more room/bedroom than the standard requirement.

Overcrowded households Area Committee comparison

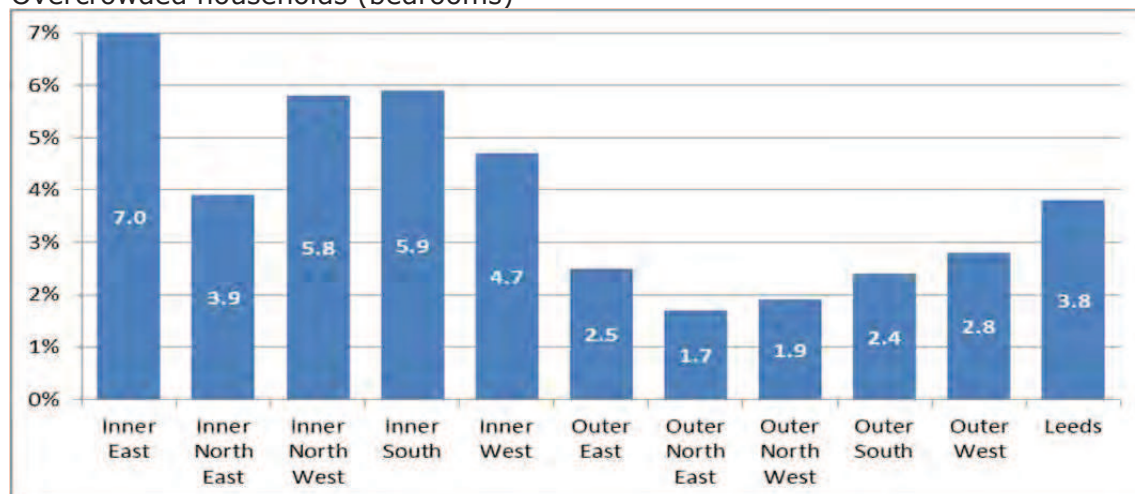
The following two graphs show the two measures of overcrowding

- Across the city 9.1% of households are deemed to be overcrowded based on the number of rooms and 3.8% are deemed to be overcrowded based on the number of bedrooms
- Inner South, Inner North West and Inner East have the highest levels of overcrowding on both measures

Overcrowded households (rooms)



Overcrowded households (bedrooms)



Ward and Lower Super Output Area comparisons

Overcrowding based on the number of rooms

- Ward rates range from 1.5% in Harewood (in Outer North East) to 38.2% in City & Hunslet (in Inner South), with three wards having rates in excess of 20%
- LSOA rates range from 0.3% to 65.2%, with 18 LSOAs having rates in excess of 30%

Overcrowding based on the number of bedrooms

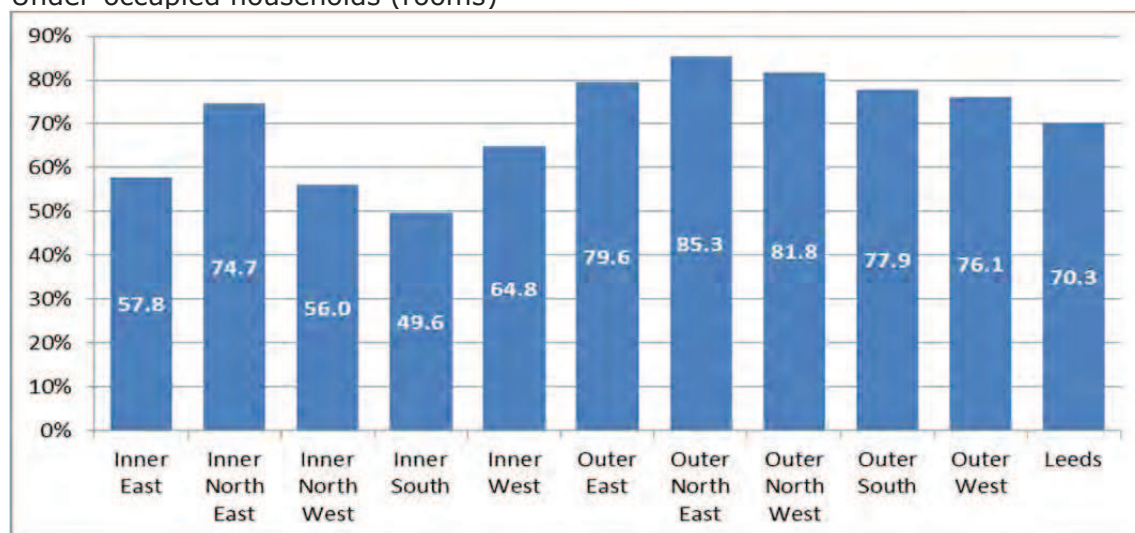
- Ward rates range from 1% in Harewood (in Outer North East) to 9.5% in Gipton & Harehills (in Inner East)
- LSOA rates range from 0.2% to 14.3%, with 20 LSOAs having rates of 10% or more

Under-occupied households Area Committee comparison

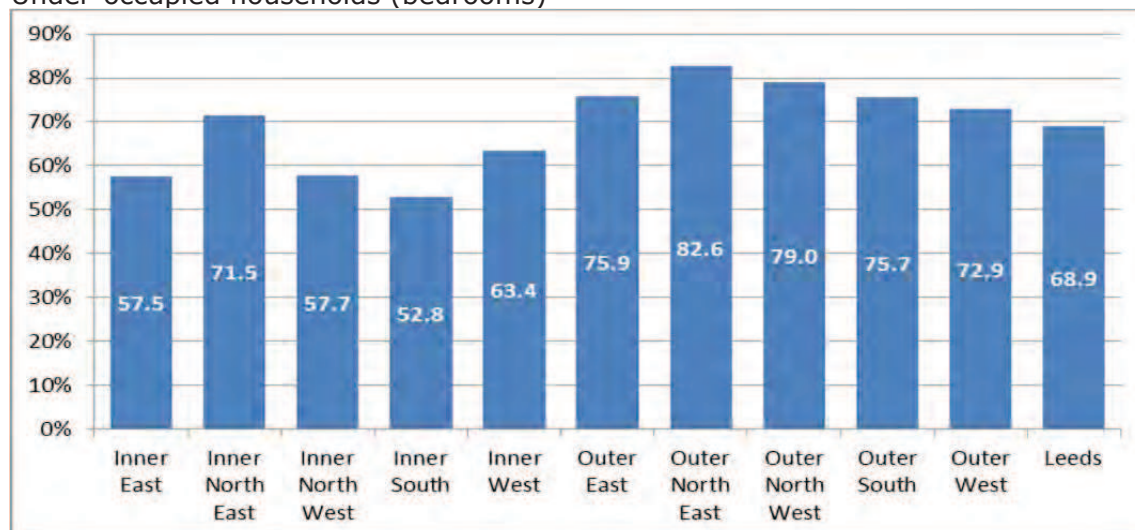
The following two graphs show the two measures of under-occupancy (again based on the number of rooms and on the number of bedrooms).

- Across the city 70.3% of households are deemed to be under-occupied based on the number of rooms and 68.9% are deemed to be under-occupied based on the number of bedrooms
- Under-occupancy rates are generally higher across the outer areas, with Inner North East also showing similarly high rates

Under-occupied households (rooms)



Under-occupied households (bedrooms)



Ward comparisons

Under-occupancy based on the number of rooms

- Ward rates range from 91.9% in Harewood (in Outer North East) to 30.3% in City & Hunslet (in Inner South)

Under-occupancy based on the number of bedrooms

- Ward rates range from 88.5% in Harewood (in Outer North East) to 40.9% in City & Hunslet (in Inner South)

Household Compositions

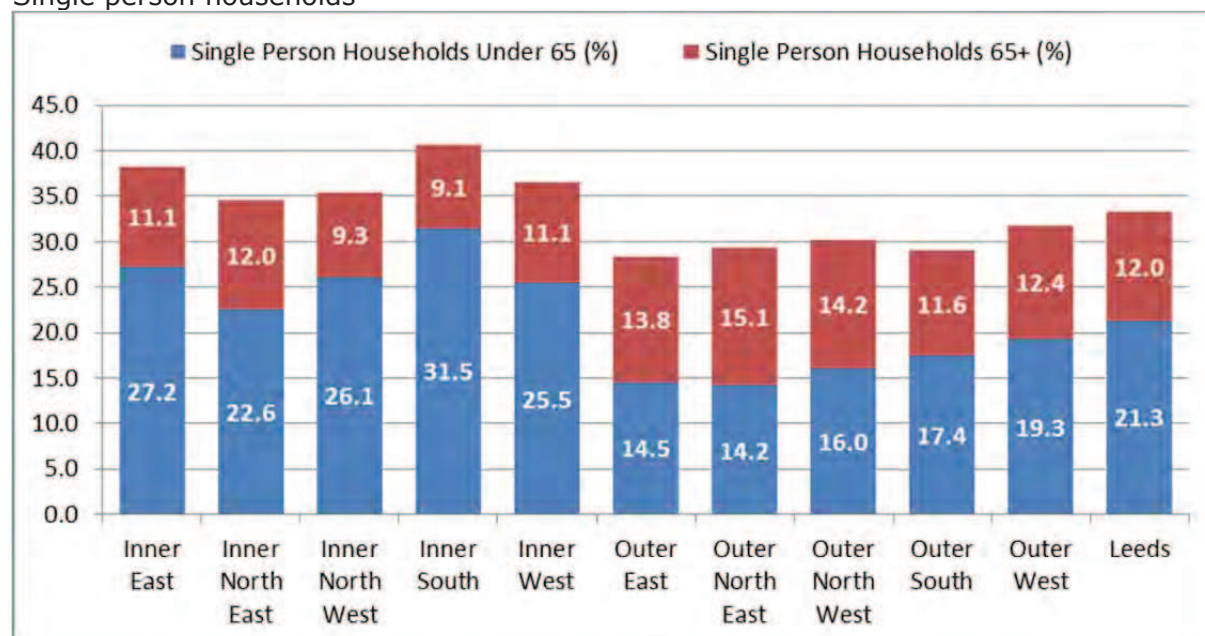
The following three graphs show the compositions of one person and one family only households grouped by single person households, couples (with no children or where all children are non-dependents), and families. There are just over 27,300 households (8.5%) which are classified as other household types and these are not included in the graphs.

Single person households

Area Committee comparison

- A third of all households in Leeds are occupied by people living on their own with rates ranging from 28.3% in Outer East to 40.6% in Inner South
- 12% of households across the city are occupied by older people (aged 65+) living on their own, with rates ranging from 9.1% in Inner South to 15.1% in Outer North East

Single person households



Ward and Lower Super Output Area comparisons

All single person households

- Ward rates range from 24.9% in Ardsley & Robin Hood (in Outer South) to 48.2% in City & Hunslet (in Inner South)
- LSOA rates range from 10% to 62.8%, and there are 21 LSOAs where more than half the households are single people living alone

Lone pensioner households

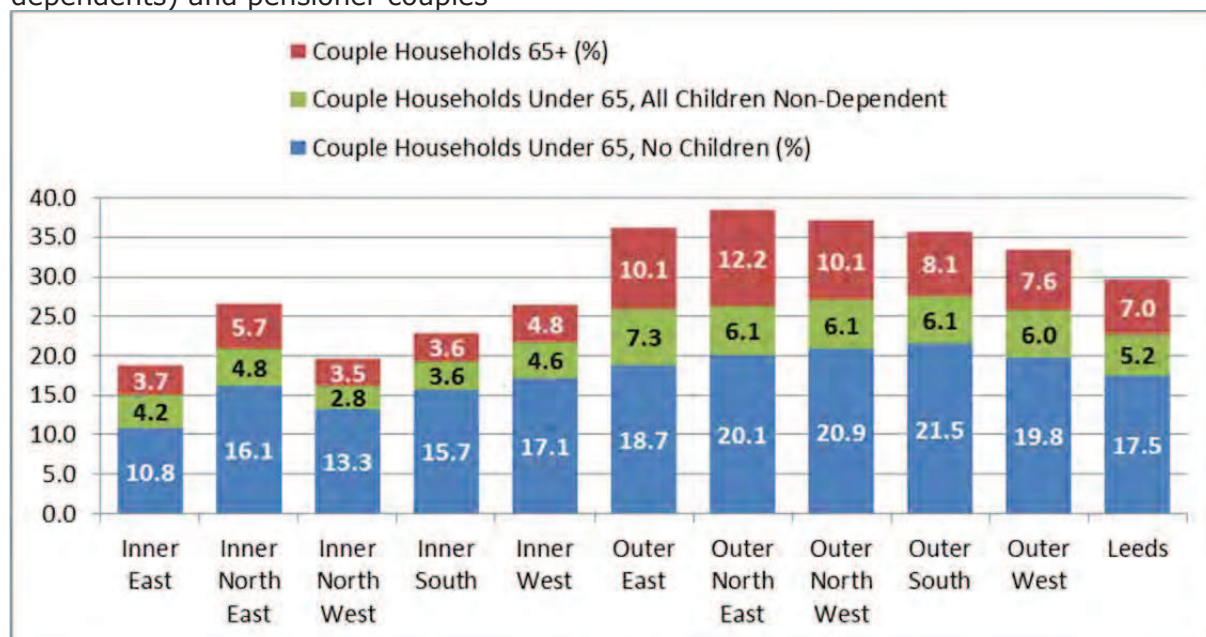
- Ward rates range from 5.7% in Hyde Park & Woodhouse (in Inner North West) to 17.4% in Wetherby (in Outer North East)
- LSOA rates range from 0.1% to 29%, and there are 30 LSOAs where lone pensioners account for 20% or more of all households

Couples (with no children or where all children are non-dependents) and pensioner couples

Area Committee comparison

- Across the city 29.7% of households are couples living as one family only and who do not have children or where all children are non-dependents, with rates ranging from 18.7% in Inner East to 38.4% in Outer North East
- 7% of all households in the city are occupied by pensioner couples, with rates ranging from 3.5% in Inner North West to 12.2% in Outer North East

One family households: Couples (with no children or where all children are non-dependents) and pensioner couples



Ward and Lower Super Output Area comparisons

- At the ward level the proportion of households that are pensioner couples ranges from 1.2% in Hyde Park & Woodhouse (in Inner North West) to 14.5% in Harewood (in Outer North East)

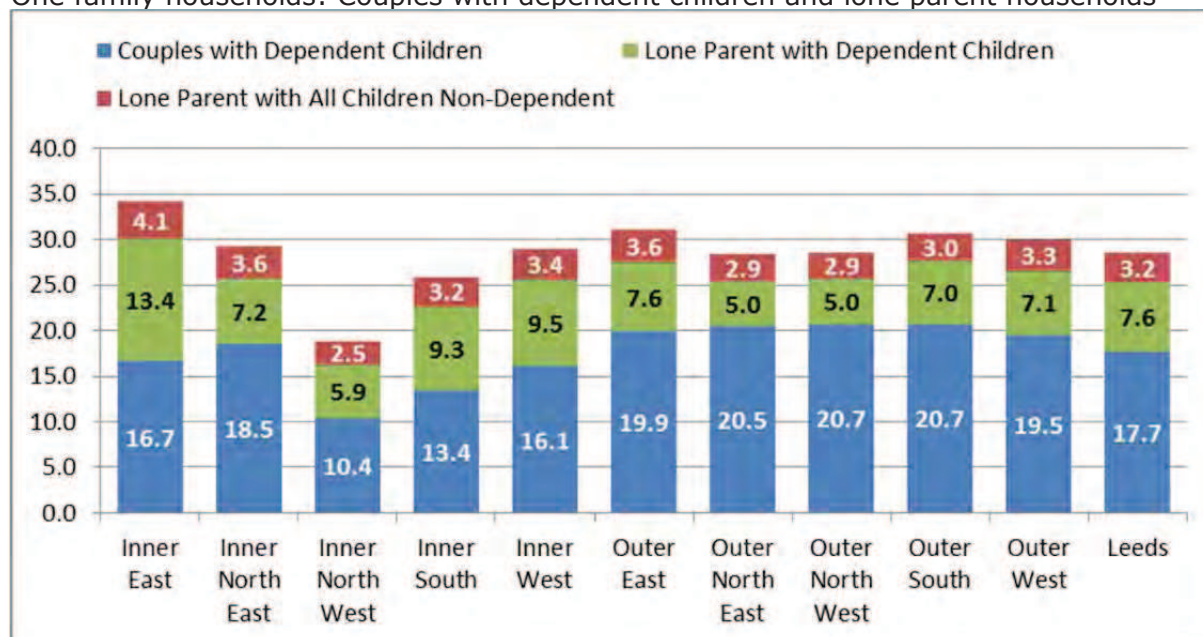
Couples with dependent children and lone parent households

Across the city 27.6% of households have dependent children (including 2.3% living in households other than one family only and therefore not shown in the graph below).

Area Committee comparison

- The proportion of households with dependent children ranges from 16.3% in Inner North West to 30.1% in Inner East
- Across the city 10.9% of households are headed by a lone parent and 7.6% of households are lone parents with dependent children, with rates ranging from 5.9% in Inner North West to 13.4% in Inner East (for lone parent households with dependent children)

One family households: Couples with dependent children and lone parent households



Ward and Lower Super Output Area comparisons

Households with dependent children

- Ward rates range from 7.4% in Headingley (in Inner North West) to 41.5% in Gipton & Harehills (in Inner East)
- LSOA rates range from 1.8% to 59.5%

Lone parent households (with dependent children)

- Ward rates range from 1.6% in Headingley (in Inner North West) to 14.5% in Gipton & Harehills (in Inner East)
- LSOA rates range from 0% to 31.9%, and there are 7 LSOAs where lone parent households account for over 1/5th of all households

Economy

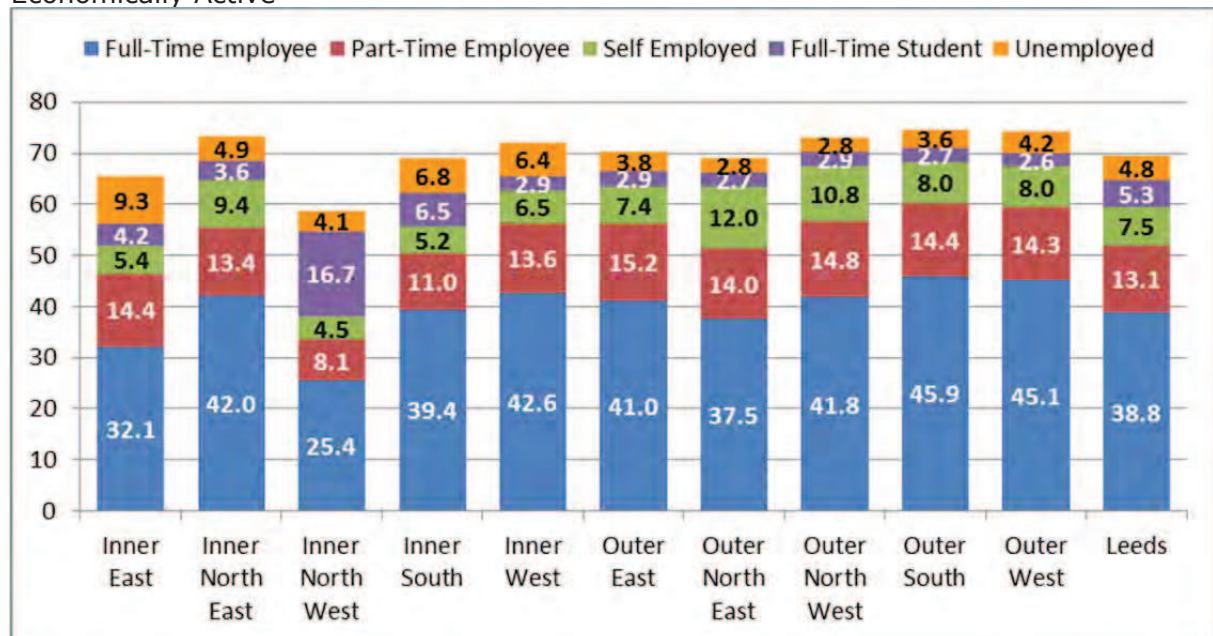
Economically active population

Economic activity relates to whether or not a person who was aged 16 to 74 was working or looking for work in the week before census. Rather than a simple indicator of whether or not someone was currently in employment, it provides a measure of whether or not a person was an active participant in the labour market.

Area Committee comparison

- Across the city 69.5% of the population aged 16-74 are deemed to be economically active, with rates ranging from 58.8% in Inner North West to 74.6% in Outer South
- At 45.9%, Outer South has the highest proportion of people who are working as full-time employees and Inner North West the lowest at 25.4%
- The proportion of people working as part-time employees ranges from 8.1% in Inner North West to 15.2% in Outer East
- The proportion of people who are self-employed ranges from 4.5% in Inner North West to 12% in Outer North East
- Inner North West has, by far, the highest proportion of people who are full-time students
- The proportion of people who are unemployed ranges from 2.8% in both Outer North East and Outer North West to 9.3% in Inner East

Economically Active



Economically inactive population

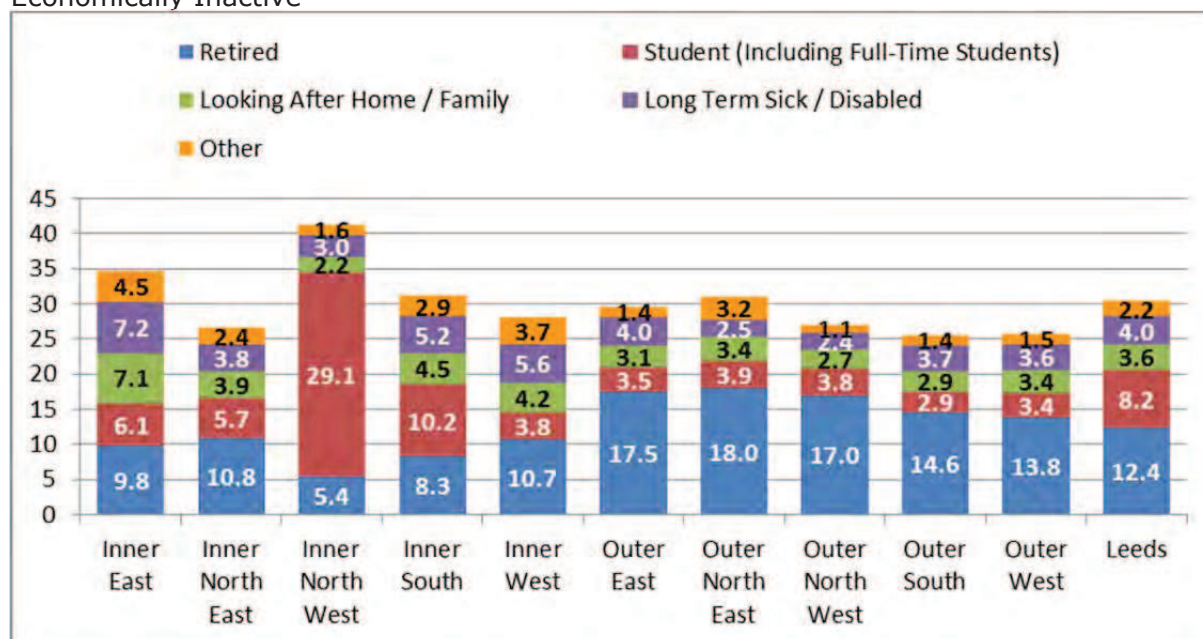
A person aged 16 to 74 is described as economically inactive if, in the week before the census, they were not in employment but did not meet the criteria to be classified as 'Unemployed'. This includes a person looking for work but not available to start work within two weeks, as well as anyone not looking for work, or unable to work - for example retired,

looking after home/family, long-term sick or disabled. Students who fulfil any of these criteria are also classified as economically inactive. This does not necessarily mean in full-time education and excludes students who were working or in some other way were economically active.

Area Committee comparison

- Across the city 30.5% of the population aged 16-74 are deemed to be economically inactive, with rates ranging from 41.3% in Inner North West to 25.5% in Outer South
- At 18%, Outer North East has the highest proportion of people who are economically inactive due to being retired and Inner North West the lowest at 5.4%
- Inner North West has, by far, the highest proportion of people who are economically inactive due to being full-time students
- The proportion of people who are economically inactive due to looking after home / family ranges from 2.2% in Inner North West to 7.1% in Inner East
- The proportion of people who are economically inactive due to being long-term sick / disabled ranges from 2.4% in Outer North West to 7.2% in Inner East

Economically Inactive



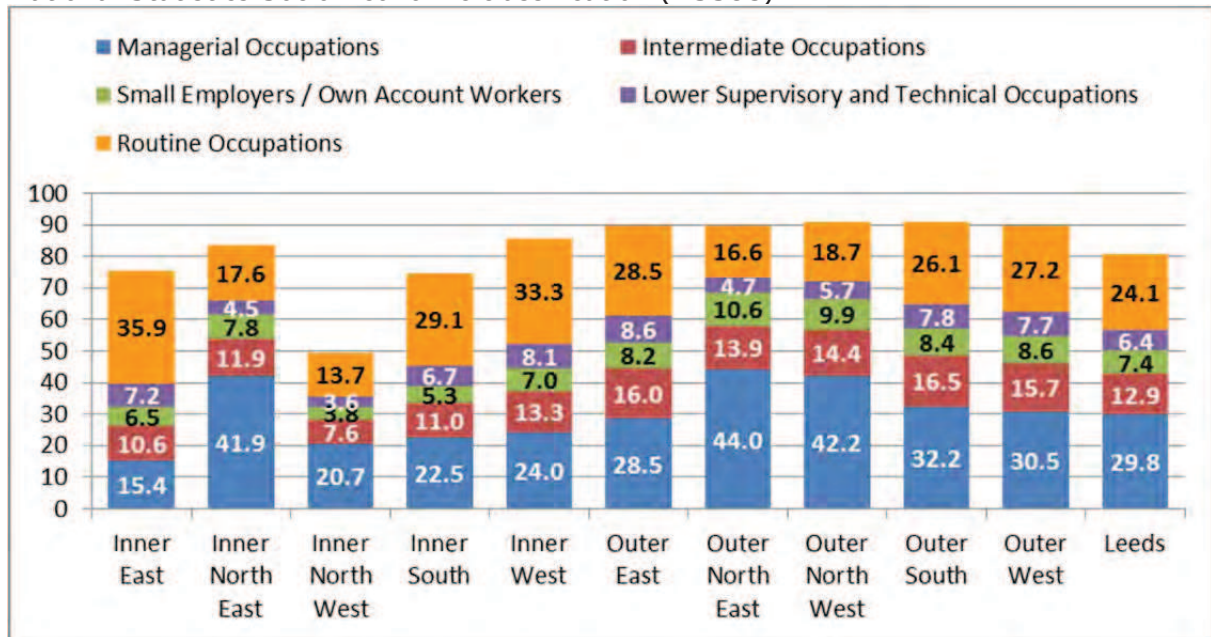
National Statistics Socio-Economic classification (NSSEC)

Area Committee Comparison

- With its high proportion of full-time students, Inner North West has far fewer people counted in this classification
- With 44% Outer North East has the highest proportion of people classified as being in "managerial / professional occupations", while Inner East has the lowest at 15.4%
- The proportions of people classified as being in "intermediate occupations" ranges from 7.6% in Inner North West to 16.5% in Outer South

- The proportions of people classified as being “small employers / own account workers” ranges from 3.8% in Inner North West to 10.6% in Outer North East
- The proportions of people classified as being in “lower supervisory and technical occupations” ranges from 3.6% in Inner North West to 8.6% in Outer East
- At 35.9% Inner East has the highest proportion of people classified as being in “routine occupations” while Inner North West has the lowest at 13.7%

National Statistics Socio-Economic classification (NSSEC)



Ward and Lower Super Output Area comparisons

Managerial / professional occupations

- At the ward level, Hyde Park & Woodhouse (in Inner North West) has the lowest proportion of people in this category (10.6%) while Harewood (in Outer North East) has the highest at 48.3%
- LSOA rates range from 5.2% to 62.6%

Routine occupations

- At the ward level, Middleton Park (in Inner South) has the highest proportion of people in this category (19.6%) while Headingley (in Inner North West) has the lowest at 2.7%
- LSOA rates range from 0.7% to 25.6%, and there are 46 LSOAs where 20% or more of people in this category

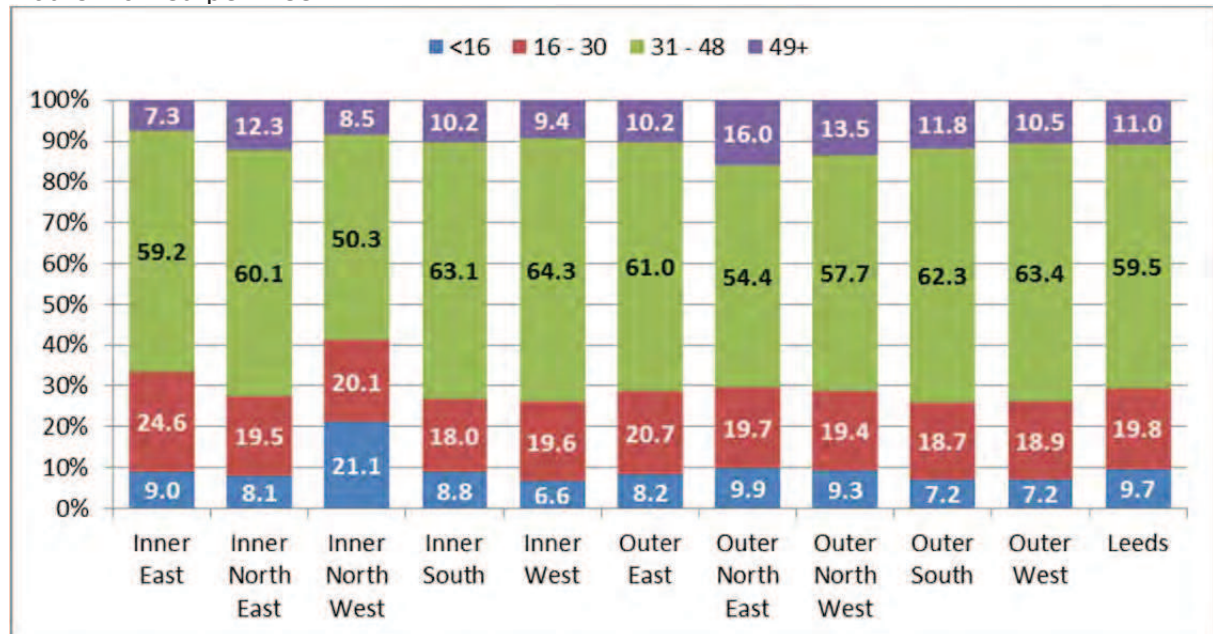
Hours worked

Area Committee comparison

The following graph shows the average number of hours worked per week (as a rate of all people aged 16-74 who were in employment the week before the Census).

- Inner North West has the highest proportion of people working part-time and conversely the lowest proportion of people working full-time
- It also has the highest proportion of people working less than 16 hours per week, with Inner East having the highest rate of people working between 16 and 30 hours per week
- Outer South has the highest proportion of people working full-time (31 or more hours per week) but Outer North East has the highest proportion of people working more than 49 hours per week

Hours worked per week

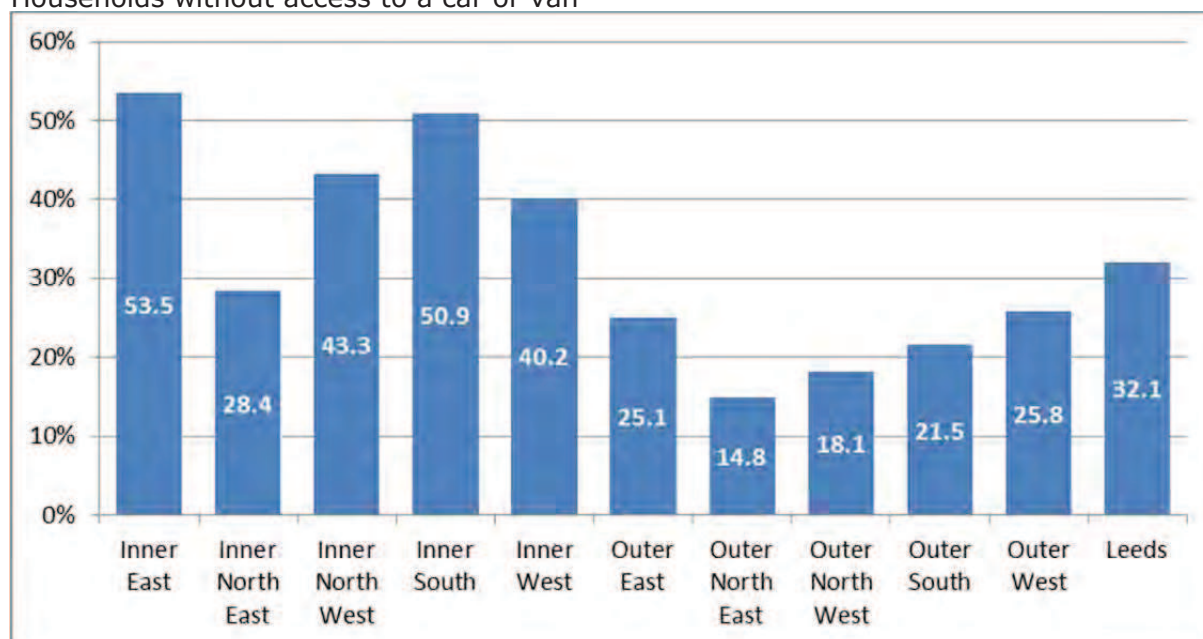


Households without access to a car or van

Area Committee comparison

- Across the city 32.1% of households do not have access to a car or van with rates ranging from 14.8% in Outer North East to over 50% in Inner East and Inner South
- All the outer areas have rates below the city average, as does Inner North East

Households without access to a car or van



Ward and Lower Super Output Area comparisons

- Ward rates range from 9% in Harewood (in Outer North East) to 61.8% in Hyde Park & Woodhouse (in Inner North West), with 4 wards having rates in excess of 50%
- LSOA rates range from 2.5% to 71.6% and there are 100 LSOAs with rates in excess of 50%

Travel to work

The following table shows the method of travel used for the longest part, by distance, of the usual journey to work. This topic is only applicable to people who were in employment in the week before the census. There were 10 response options to this question (plus "not in employment", "working mainly at or from home" and "other"). For the purpose of this analysis the "travel to work" options have been grouped as follows:

Private Transport: driving a car or van; passenger in a car or van; motorcycle, scooter or moped

Public Transport: bus, minibus or coach; train; underground, metro, light rail, tram; taxi

Bicycle

On foot

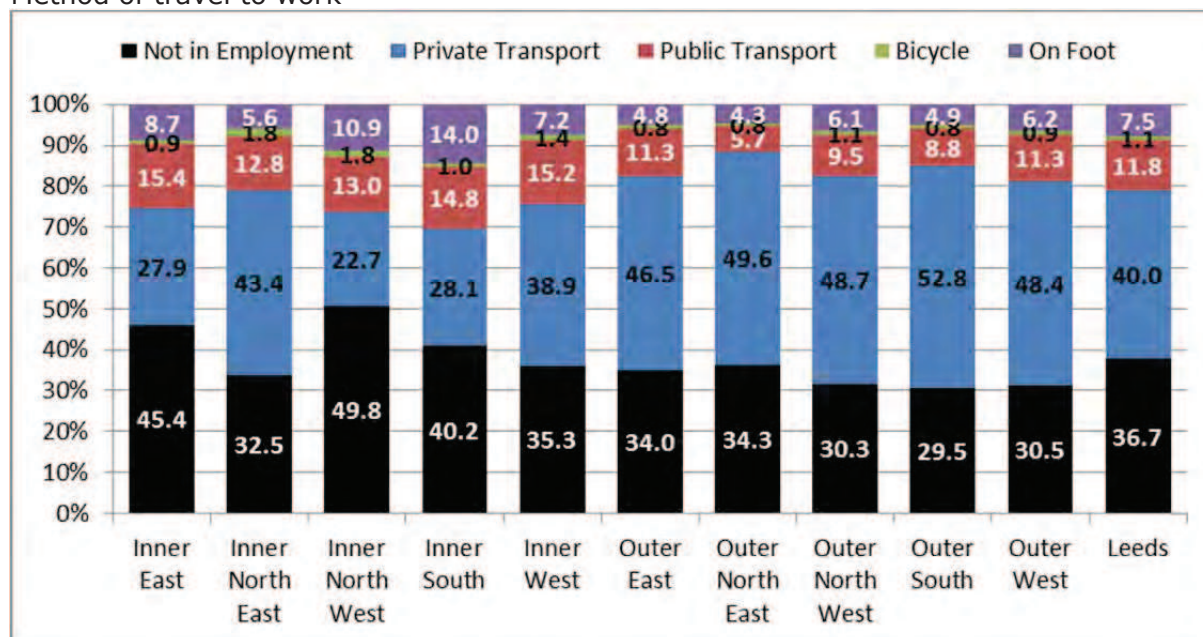
Area Committee Comparison

Travelling to work by car, van or motorcycle (either driving or as a passenger) is still the most popular method of travelling to work, with 40% of people in Leeds choosing this method (35.9% by driving a car or van, 3.8% travelling as a passenger in a car or van and 0.3% travelling by motorcycle, scooter or moped).

- Across the Area Committees the proportions of people choosing "private transport" ranges from 22.7% in Inner North West to 52.8% in Outer South
- Across the city 11.8% of people travel to work using public transport, with rates ranging from 5.7% in Outer North East to 15.4% in Inner East
- Cycling to work is the least preferred option across all Area Committees with rates ranging from just 0.8% to 1.8%

- Across the city 7.5% of people travel to work on foot, with rates ranging from 4.3% in Outer North East to 14% in Inner South

Method of travel to work



Lifelong Learning

There were 12 response options to this question (plus 'no qualifications') covering professional and vocational qualifications, and a range of academic qualifications. These are combined into five categories for the highest level of qualification, plus a category for no qualifications and one for other qualifications (which includes vocational or work related qualifications, and for foreign qualifications where an equivalent qualification was not indicated):

No Qualifications: No academic or professional qualifications

Level 1 qualification: 1-4 O Levels/CSE/GCSEs (any grades), Entry Level, Foundation Diploma, NVQ level 1, Foundation GNVQ, Basic/Essential Skills

Level 2 qualifications: 5+ O Level (Passes)/CSEs (Grade 1)/GCSEs (Grades A*-C), School Certificate, 1 A Level/ 2-3 AS Levels/VCEs, Intermediate/Higher Diploma, Welsh Baccalaureate Intermediate Diploma, NVQ level 2, Intermediate GNVQ, City and Guilds Craft, BTEC First/General Diploma, RSA Diploma

Apprenticeship

Level 3 qualifications: 2+ A Levels/VCEs, 4+ AS Levels, Higher School Certificate, Progression/Advanced Diploma, Welsh Baccalaureate Advanced Diploma, NVQ Level 3; Advanced GNVQ, City and Guilds Advanced Craft, ONC, OND, BTEC National, RSA Advanced Diploma

Level 4+ qualifications: Degree (e.g. BA, BSc), Higher Degree (e.g. MA, PhD, PGCE), NVQ Level 4-5, HNC, HND, RSA Higher Diploma, BTEC Higher level, Foundation degree (NI), Professional Qualifications (e.g. teaching, nursing, accountancy)

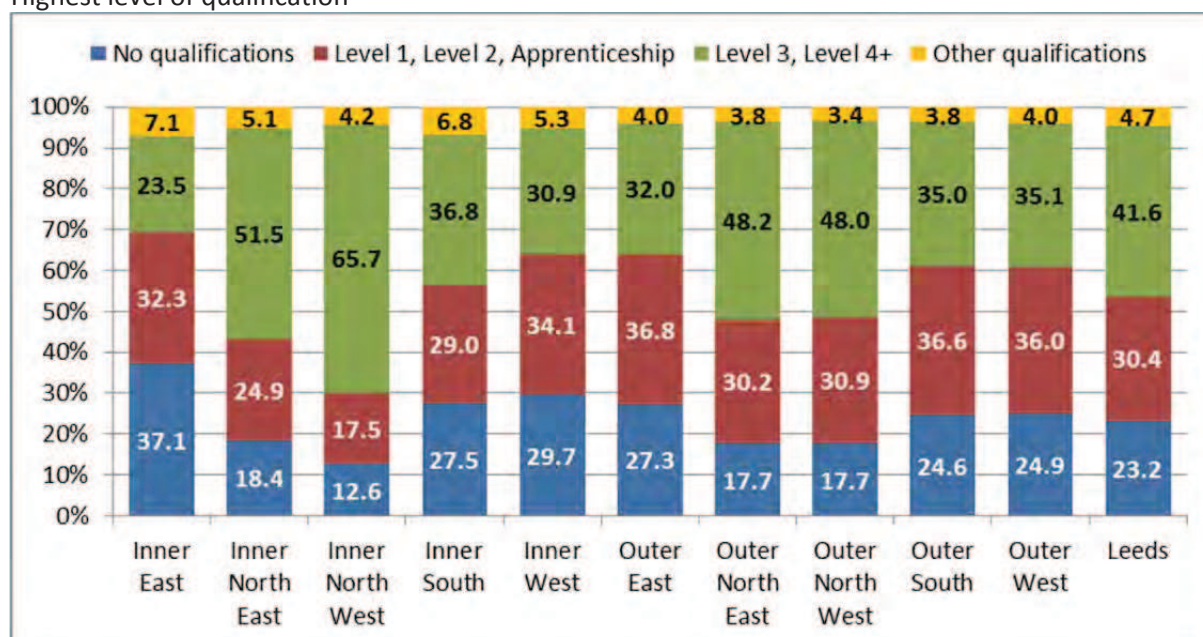
Other qualifications: Vocational/Work-related Qualifications, Foreign Qualifications (Not stated/ level unknown)

Area Committee comparison

The following graph provides information that classifies usual residents aged 16 and over by their highest level of qualification.

- Across the city 23.2% of residents have no formal qualifications, with rates ranging from 12.6% in Inner North West to 37.1% in Inner East
- 41.6% of residents have qualifications equivalent to Level 3 and above, with rates ranging from 23.5% in Inner East to 65.7% in Inner North West

Highest level of qualification



Ward and Lower Super Output Area comparisons

- At a ward level the rates for people with no formal qualifications ranges from 38.1% in Killingbeck & Seacroft (in Inner East) to just 5% in Headingley (in Inner North West)
- There are five wards where people with no formal qualifications account for 30% or more of adults aged 16+
- At the LSOA level the differences are even more stark, with rates ranging from 51.9% to just 0.5%
- There are 43 LSOAs where people with no formal qualifications account for 40% or more of adults aged 16+

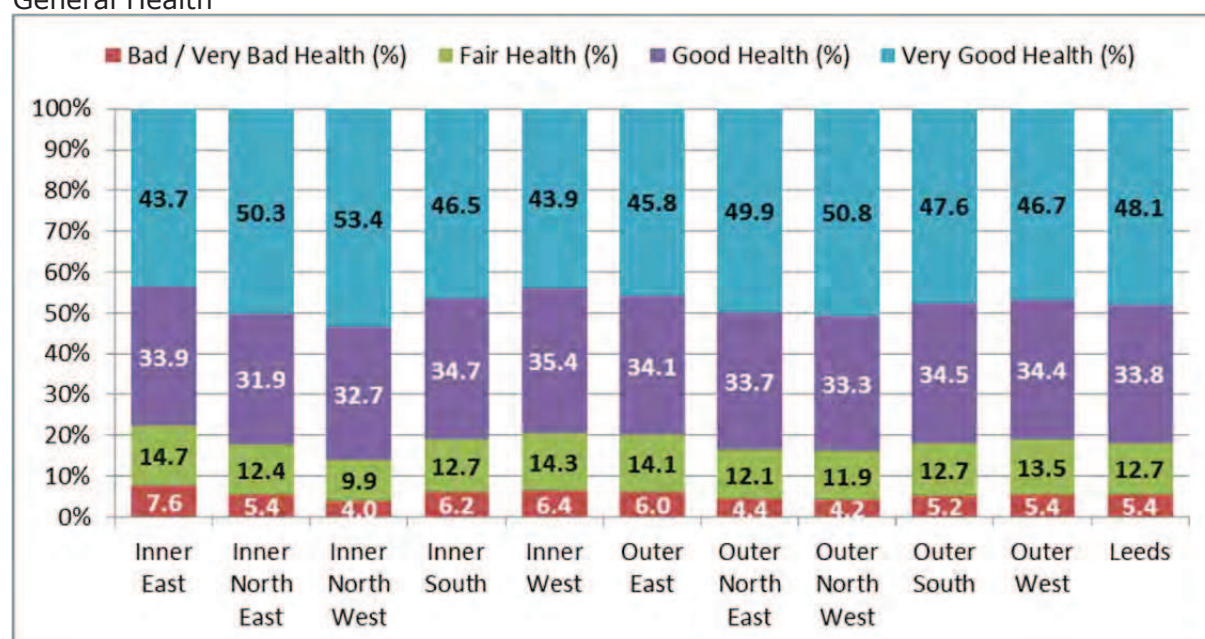
Health and Well-being

General Health

Area Committee comparison

- The majority of people in Leeds feel that their general health is good or very good and this is reflected across all 10 Area Committees
- 12.7% of people across the city feel that their general health is fair, with rates ranging from 9.9% in Inner North West to 14.7% in Inner East
- Across the city 5.4% of people feel that their health is bad or very bad, with rates ranging from 4% in Inner North West to 7.6% in Inner East

General Health



Ward and Lower Super Output Area comparisons

- At the ward level the proportion of people who feel their general health to be "bad or very bad" ranges from 2.1% in Headingley (in Inner North West) to 8.2% in Burmantofts & Richmond Hill (in Inner East)
- LSOA rates range from 0.5% to 14.7%, and there are 22 LSOAs where 10% or more of the population feel their general health to be "bad or very bad"

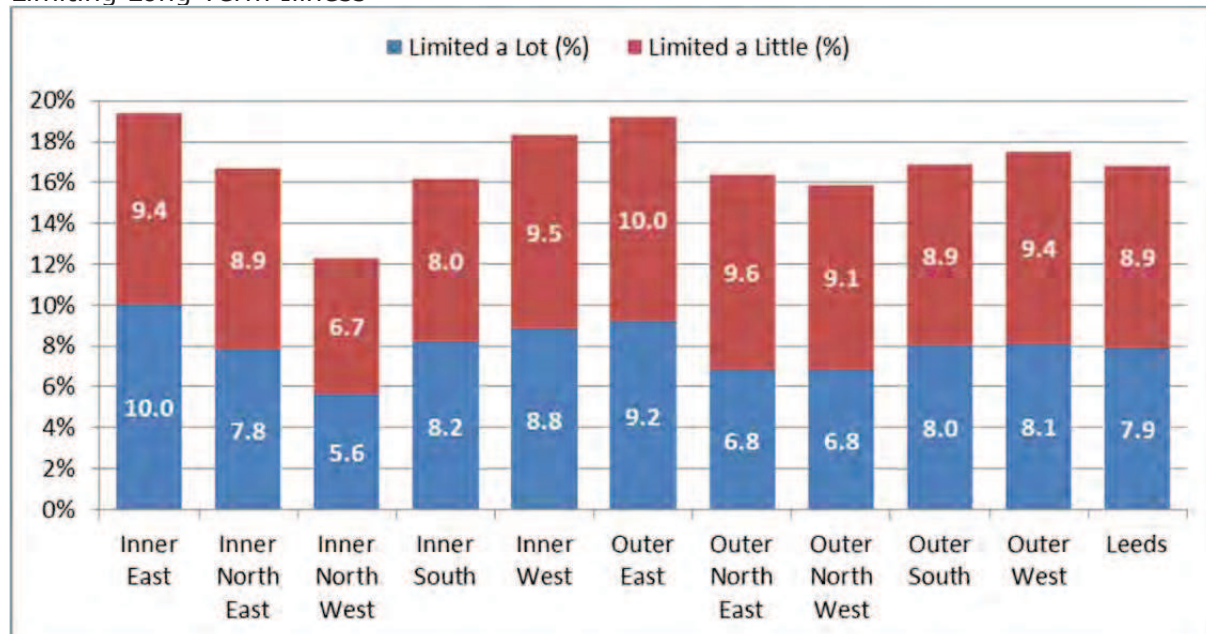
Limiting Long Term Illness

This refers to a long-term health problem or disability that limits a person's day-to-day activities, and has lasted, or is expected to last, at least 12 months (including problems that are related to old age). People were asked to assess whether their daily activities were limited a lot or a little by such a health problem, or whether their daily activities were not limited at all.

Area Committee comparison

- Across the city 16.8% of people feel that they have a limiting long-term illness, with rates ranging from 12.3% in Inner North West to 19.4% in Inner East
- 7.9% of people feel that they their day to day activities are limited a lot, with rates ranging from 5.6% in Inner North West to 10% in Inner East

Limiting Long Term Illness



Ward and Lower Super Output Area comparisons

- At the ward level the proportion of people with a limiting long-term illness ranges from 7.3% in Headingley (in Inner North West) to 22.3% in Killingbeck & Seacroft (in Inner East)
- LSOA rates range from 2.3% to 36.3%, and there are 31 LSOAs where 25% or more of the population have a limiting long-term illness

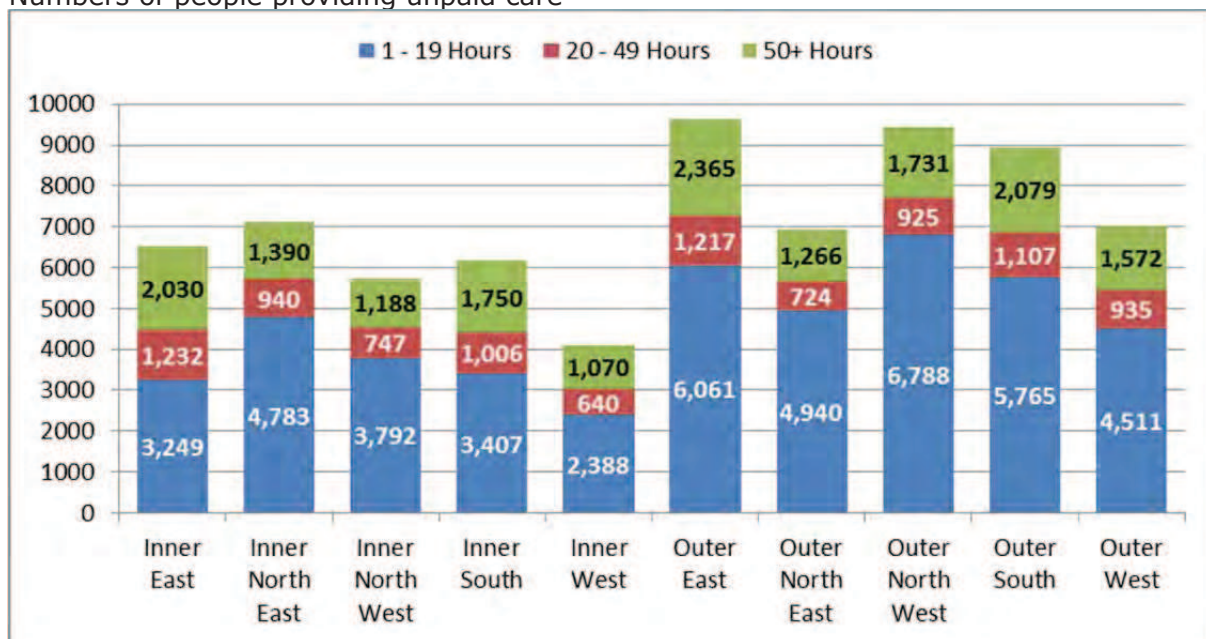
Provision of unpaid care

Area Committee comparison

Across the city over 71,500 people (9.5% of the total population) are providers of unpaid, care with over 16,000 people providing care for 50 or more hours per week.

- Outer East, Outer South and Outer North West have the highest numbers of people providing unpaid care
- Outer East and Outer South also have the highest numbers of people providing care for 50 or more hours per week, with Inner East the third highest in this category

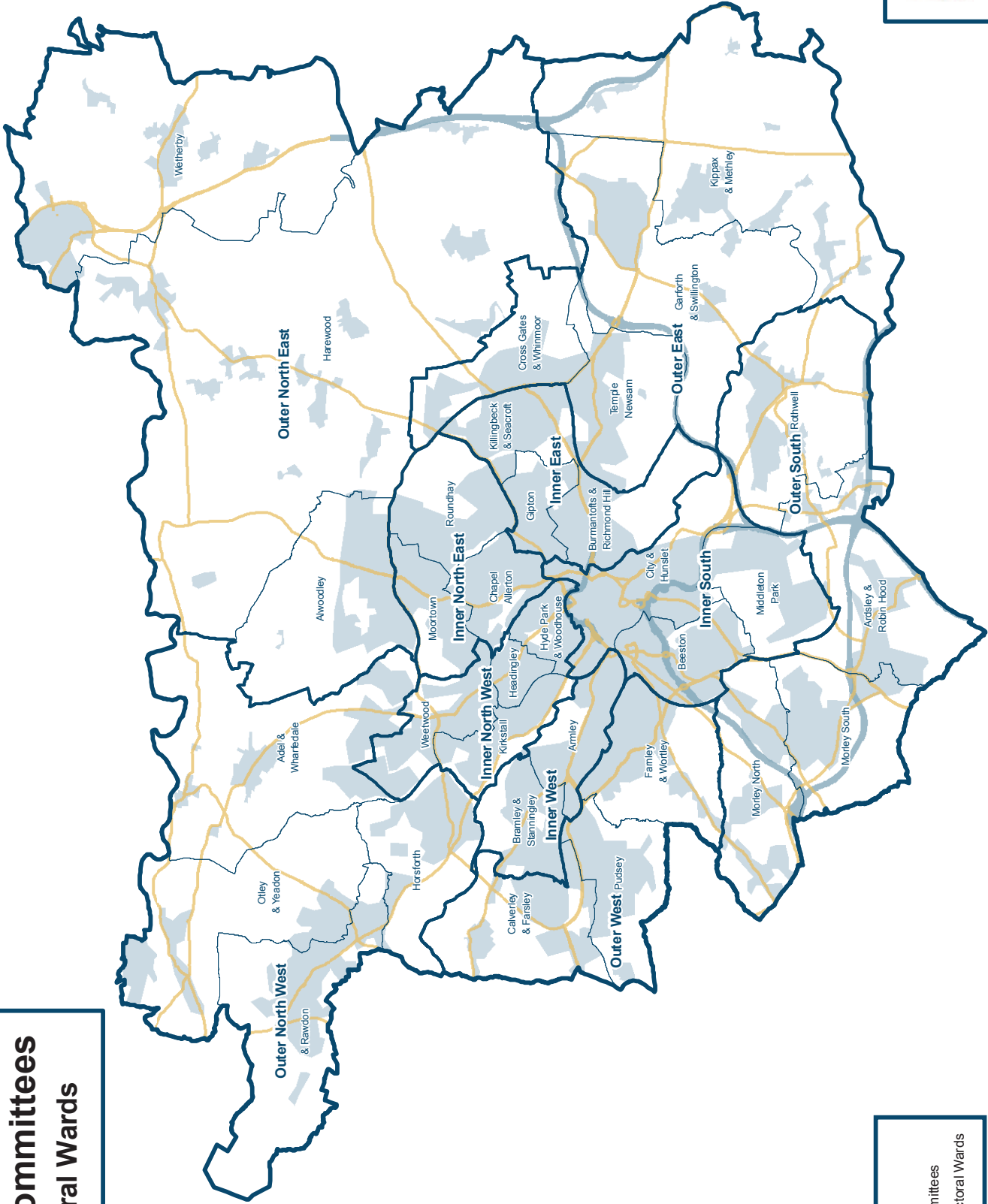
Numbers of people providing unpaid care



Appendix A

Area Committee map

Area Committees w. Electoral Wards



Legend

- Area Committees
- Leeds Electoral Wards



EXECUTIVE BOARD

THURSDAY, 9TH MAY, 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

239 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 2 to the report entitled, 'Disposal of Cleared Site in Holbeck to Unity Housing Association', referred to in Minute No. 249 is 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 the Council. It is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to the disposal of sites to Housing Associations and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time. It is therefore considered that this element of the report should be treated as exempt under Access to Information Procedure Rule 10.4 (3).

240 Late Items

With the agreement of the Chair, the following late items of business were admitted to the agenda:-

- (a) 'Leeds LDF Site Allocations Plan: Issues and Options for Public Consultation'. Due to the timescales involved in the Development Plan Panel clearance process, it was not possible for this report and appendices to be circulated with the formal agenda papers. It was therefore submitted as a late item of business. Getting to the current stage of plan preparation had meant a heavy work programme for both officers and Elected Members. Extra meetings of the Development

Draft minutes to be approved at the meeting
to be held on Wednesday, 19th June, 2013

Plan Panel were scheduled on 9th and 16th April 2013 and Members also agreed to a day of site visits on 18th April 2013. Those extra meetings were held to maintain the progress in developing the Leeds LDF Site Allocations Plan, and with this in mind, in order to maintain such progress, it was recommended that this matter was determined at the 9th May 2013 Executive Board meeting. However, final Development Plan Panel clearance to enable a recommendation to be made to Executive Board was only obtained at a meeting on 30th April 2013. Given this and the need to accommodate any changes arising from the Panel debate on 30th April, it was not possible to meet the statutory publication requirements. (Minute No. 243 referred).

- (b) 'Transfer of School Sites under the Schools Standards and Framework Act 1998 and the Schools Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007'. This report was submitted as a late item of business, because although the report covered all future transfers that may be requested under the act, there was one specific transfer which needed to be progressed by the end of May 2013 in relation to Brodetsky Primary School. Executive Board approval to transfer land under the act was therefore required in May, along with delegation of final approval of the terms of such disposals to the Director of City Development. This was due to the fact that the availability of DfE funding for the new proposed Free School on the Brodetsky Primary School site was conditional upon the remaining land held by the Council being transferred. The DfE would not sign the Funding Agreement that would allow the Brodetsky Jewish Primary School Foundation Trust to commence with construction works as programmed, to develop their free school provision in time for September 2013. Therefore, any significant delays would mean that the opening of the free school would have to be delayed until September 2014. (Minute No. 246 referred).

241 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting, however, in relation to the item entitled, 'Basic Need Programme: Outcome of Consultation on Proposals for Expansion of Primary Provision in 2014 and Permission to Consult on Proposals for the Expansion of Primary Provision in 2015', Councillor Mulherin drew the Board's attention to her position as Chair of Governors at Robin Hood Primary School, which was affected by the proposals detailed within the submitted report. (Minute No. 245 referred).

242 Minutes

RESOLVED – That the minutes of the meeting held on 24th April 2013 be approved as a correct record.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

243 Leeds LDF Site Allocations Plan - Issues and Options for Public Consultation

Further to Minute No. 250, 16th May 2012, the Director of City Development submitted a report which sought the Board's approval of the Site Allocations material, specifically Volumes 1 and 2 of the Issues and Options documents, as appended to the submitted report, in order to enable a period of public consultation to be undertaken during June and July 2013 on the Site Allocations Plan.

In presenting the report, the Executive Member for Neighbourhoods, Planning and Support Services placed on record his thanks to all officers who had been involved in the development of the Site Allocations documentation for their considerable efforts in getting the documents to this current stage. In addition, the Executive Member also thanked all Councillors who had contributed as part of the associated Elected Member engagement processes which had been undertaken to date.

Correspondence which had been received from Stuart Andrew MP regarding Leeds' housing targets was tabled at the meeting for Board Members' consideration. Responding to the correspondence and also to Members' comments, the Board received information on the reasoning behind the housing targets detailed within the Leeds LDF Site Allocations Plan being consistent with the level of housing need identified within the Core Strategy. In addition, consideration was also given to how the approach proposed in Leeds compared to that being taken by neighbouring Local Authorities.

Also tabled at the meeting was amended wording in respect of paragraph 1.4.3 and section E5 of Volume 2, Housing Market Characteristic Area (HMCA) 1 (Aireborough) regarding Leeds Bradford International Airport. It was recommended that the revised wording was incorporated into the relevant sections of the issues and options document.

In considering the documentation, a question and answer session ensued. The key points raised were as follows:-

- It was noted that Members may have specific concerns regarding individual site allocations proposed, however, it was acknowledged that the purpose of the documentation submitted to the Board was to facilitate early community and stakeholder engagement on a range of options;
- It was emphasised that the site allocations process needed to be progressed at the earliest opportunity in order to enable the Council to produce a Site Allocations Plan which would demonstrate that sufficient land would be available when needed to meet the Core Strategy targets. It was noted that having such arrangements in place would enable the Council to have greater influence and provide greater direction on development throughout the city;
- Members welcomed the fact that the number of site allocations proposed in the 'green' and 'amber' categories was substantially

Draft minutes to be approved at the meeting
to be held on Wednesday, 19th June, 2013

greater than the residual requirement in each of the HCMAs, thus providing considerable choice for public comment;

- The Board highlighted the need for the proposed public consultation exercise to be robust and genuine, and emphasised the need for all sections of the community to be involved, including young people and the elderly;
- Emphasis was placed upon the need to ensure that the unique character of communities throughout Leeds was retained;
- The importance of the Neighbourhood Planning agenda was highlighted, along with the ways in which the agenda related to the Site Allocations process. In addition, emphasis was also placed upon the efforts being made to support Neighbourhood Planning in Leeds;
- The ambitious nature of the city was highlighted together with the need to ensure that Site Allocations process reflected such ambitions;
- The Board highlighted the vital importance of ensuring that appropriate levels of infrastructure were secured across Leeds, which were in line with demand, catered for all sections of the community and took into consideration the city's changing demographics. With regard to such matters, emphasis was placed upon education, adult social care, transport and health provision respectively.

In conclusion, as part of the ongoing engagement with Members, it was requested that Leaders of all political groups be invited to meet to consider a number of key issues in respect of the Site Allocations process, in particular the methodology and extent of the proposed consultation exercise.

RESOLVED –

- (a) That the Site Allocations Plan Issues and Options documents (Volumes 1 and 2 as appended to the submitted report) be approved for the purposes of public consultation, subject to the inclusion of the updated text which was circulated at the meeting in respect of Leeds Bradford International Airport.
- (b) That as part of the ongoing engagement with Members, Leaders of all political groups be invited to meet to consider a number of key issues in respect of the Site Allocations process, in particular, the methodology and extent of the proposed consultation exercise.

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

244 Implementation of an Area Lead Member Role

Further to Minute No. 139, 12th December 2012, the Assistant Chief Executive (Customer Access and Performance) submitted a report providing details of the proposed formation of Area Lead Roles following the recent consultation exercise which has been undertaken. The main aim of re-launching the roles was to provide clarification around the roles themselves, strengthen links to Executive Members and Council services, improve training, whilst also supporting and encouraging both formal and informal links with relevant

Draft minutes to be approved at the meeting
to be held on Wednesday, 19th June, 2013

partners. In addition, the report recommended that Area Committees appoint to those roles in the new municipal year.

RESOLVED – That approval be given to the proposals contained within the submitted report for Area Committees to appoint Area Lead Members for the 2013/2014 municipal year, in accordance with a number of defined roles to be presented at the Annual Meeting of Council on 20th May 2013.

CHILDREN'S SERVICES

245 Basic Need Programme: Outcome of consultation on Proposals for Expansion of Primary Provision in 2014 and Permission to Consult on Proposals for the Expansion of Primary Provision in 2015

The Director of Children's Services submitted a report outlining proposals which were designed to meet the local authority's duty to ensure sufficiency of school places. The report was divided into two parts: Part A detailed the outcomes from the public consultation exercise on the expansion of primary provision across the city for September 2014, and made recommendations for the next steps for each of the proposals, whilst Part B sought the Board's permission to commence a public consultation exercise upon the proposals for the expansion of primary provision in the city from September 2015.

With regard to the proposals, Members highlighted the considerable demand being placed on specific schools highlighted within the submitted report.

Responding to a Member's enquiry, reassurance was provided in respect of the timescales by which proposals addressing primary provision in Farnley would be submitted to the Board.

Members commented upon the Council's Schools Admissions Policy, specifically regarding the way in which the distance between an individual's home and school was measured, and whether consideration was given to transport barriers between an individual's home and school. In response, reassurance was provided that work was currently being undertaken on the Policy to ensure that it was as clear and accessible as possible.

RESOLVED –

- (a) That the publication of a statutory notice for the expansion of Allerton Bywater Primary School from a capacity of 210 pupils to 420 pupils with an increase in the admission number from 30 to 60 with effect from September 2014, be approved.
- (b) That the publication of a statutory notice for the expansion of Asquith Primary School from a capacity of 210 pupils to 420 pupils with an increase in the admission number from 30 to 60 with effect from September 2014, be approved.
- (c) That the publication of a statutory notice for the expansion of Morley St Francis Catholic Primary School from a capacity of 154 pupils to 210

pupils with an increase in the admission number from 22 to 30 with effect from September 2014, be approved.

- (d) That the publication of a statutory notice for the expansion of East Ardsley Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014, be approved.
- (e) That the publication of a statutory notice for the expansion of Robin Hood Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014, be approved.
- (f) That the publication of a statutory notice to lower the age range of Hollybush Primary School from 5 to 11 to 3 to 11, be approved.
- (g) That permission be given to consult upon the expansion of Pudsey Primrose Hill Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2015;
- (h) That permission be given to consult upon a linked proposal to expand Guiseley Infant and Nursery School from a capacity of 270 pupils to 420 pupils and raise the age range from 3 to 7 to 3 to 11 with effect from September 2015;
- (i) That permission be given to consult upon a linked proposal to expand St Oswald's Church of England Junior School from a capacity of 360 pupils to 420 pupils and lower the age range from 7 to 11 to 5 to 11 with effect from September 2015.

246 Transfer of School Sites under the Schools Standards and Framework Act 1998 and the Schools Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007

The Director of Children's Services and the Director of City Development submitted a joint report which sought in principle approval for the transfer of land to Applicant Schools under the control of Leeds City Council, in accordance with the relevant legislation. In addition, the report also sought approval for the necessary authority to be delegated to the Director of City Development which would enable him to approve the detailed terms for such transfers, in consultation with Director of Children's Services, Executive Member for Children's Services and appropriate Ward Members.

RESOLVED –

- (a) That the transfer of Council owned land to Applicant Schools, as set out within the submitted report, be approved, and that the Director of City Development, in consultation with the Director of Children's Services, the Executive Member for Children's Services and appropriate Ward Members, be delegated the necessary authority to approve the detailed terms of the transfers.

- (b) That the principal of transferring land in the ownership of the Council (and which an Applicant School may call for) to the Controlling Body, be approved on the basis set out within the submitted report, and that final approval of the terms of such disposals be delegated to the Director of City Development.

RESOURCES AND CORPORATE FUNCTIONS

247 Executive and Decision Making Procedure Rules

The Head of Governance Services submitted a report setting out proposed amendments to the Executive and Decision Making Procedure Rules intended to reflect the Council's current practice and procedure in relation to executive decision making, as amended in light of the enactment of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012.

RESOLVED – That Rules 1.1 to 1.4, 2.1 and 3.1 of the Executive and Decision Making Procedure Rules, as set out within Appendix A to the submitted report, be approved.

HEALTH AND WELLBEING

248 Response to Deputation - Health and Wellbeing of people living in Hyde Park and the need for local Schools and Community to access Sports and Leisure Facilities

Further to Minute No. 125, 12th December 2012, the Director of Public Health and the Chief Planning Officer submitted a joint report responding to the deputation presented to the full Council meeting on 12th September 2012 from the Hyde Park Olympic Legacy Committee regarding the health of people in Hyde Park and the need for local schools and community to access decent sports facilities. This report followed the initial consideration of this matter at the December 2012 Executive Board meeting.

In presenting the report, the Executive Member for Health and Wellbeing requested that the second sentence within paragraph 5.1 of the submitted report be amended, so that it read, 'However, in a planning context officers are mindful that refusal of the Victoria Road application would not automatically serve to enhance local sports provision or community health as desired'.

Responding to a Member's enquiry, officers provided the Member in question with the current position regarding local primary schools' access to local sports facilities, including those referenced by the deputation.

RESOLVED –

- (a) That the inclusion of the amendment to paragraph 5.1 of the submitted report (as detailed above) be agreed.
- (b) That it be noted and acknowledged that the area in question has a deficiency in sports facilities and pitches. In addition, whilst

recognising the role of the Local Planning Authority, the Board's support be given to the principle of enhancing opportunities for the local community to engage in physical activity in order to improve health and wellbeing in the area.

DEVELOPMENT AND THE ECONOMY

249 Disposal of Cleared Site in Holbeck to Unity Housing Association

The Director City Development submitted a report which sought approval to dispose of a cleared site in Holbeck at less than best consideration and on the basis of a "one to one" negotiation with Unity Housing Association. The report noted that the disposal of the specified site would facilitate the development of an affordable housing scheme in a priority regeneration area of the city.

The proposals detailed within the submitted report were welcomed, as it was noted that such proposals would provide much needed accommodation and would also assist with the regeneration of the area.

Following consideration of Appendix 2 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 a proposal to dispose of a cleared site in Holbeck, as identified at Appendix 1 to the submitted report, be approved, on the basis of a "one to one" negotiation with Unity Housing Association at a less than best consideration, on the terms detailed within exempt Appendix 2 to the submitted report.
- (a) That the necessary authority be delegated to the Director of City Development (with the power to sub delegate) in order to approve the detailed terms of the sale.

250 A58 Inner Ring Road Essential Maintenance Scheme

Further to Minute No. 237, 11th April 2012, the Director of City Development submitted a report providing an update on the progress made in respect of the A58M Leeds Inner Ring Road Essential Maintenance Scheme. In addition, subject to Full Approval from the Department for Transport, the report also sought authority to incur expenditure for the construction stage of the Woodhouse Tunnel Strengthening Scheme.

Responding to a Member's enquiry, clarification was provided to the Board regarding the Department for Transport approvals process.

RESOLVED –

- (a) That the update provided in the submitted report, including the substantial completion of New York Flyover and Lovell Park Bridge, be noted.

- (b) That it be noted that a contractor has been appointed for Woodhouse Tunnel and is currently utilising Early Contractor Involvement to look at the optimum solution for delivery, and also to feed into the Full Approval process.
- (c) That subject to Full Approval by the Department for Transport, expenditure of up to £19,483,000 be authorised in order to implement the construction phase for Woodhouse Tunnel.

DATE OF PUBLICATION: 13TH MAY 2013

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 20TH MAY 2013 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on the 21st May 2013)

This page is intentionally left blank

Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 10th June 2013

Subject: Work Schedule

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

1 Purpose of this report

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

2 Main issues

- 2.1 Further to the discussions already held during today's meeting, Members are now requested to translate the decisions made around the chosen topics for Scrutiny into a work schedule for the forthcoming municipal year.
- 2.2 A draft work schedule is attached. Already included within the draft work schedule are the traditional items of Scrutiny work. These involve performance monitoring, recommendation tracking and Budget and Policy Framework Plans.

3 Recommendations

- 3.1 Members are asked to prioritise the topics identified for Scrutiny and incorporate these into its work schedule for the forthcoming municipal year.

4 Background papers¹

- 4.1 None used

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

This page is intentionally left blank

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	June	July	August
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
Briefings			
Crime and Disorder Committee work.	Crime and Disorder Scrutiny in Leeds SB 10/06/13 @ 10 am		
Budget & Policy Framework Plans			
Recommendation Tracking		Recycling Review – Formal Response SB 22/07/13 @ 10 am Strengthening the Council’s relationship with Parish and Town Councils – Formal Response SB 22/07/13 @ 10 am	
Performance Monitoring	Quarter 4 performance report SB 10/06/12 @ 10 am		

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	September	October	November
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
Briefings			
Crime and Disorder Committee work.			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Quarter 1 performance report SB 09/09/13 @ 10 am		

age 122

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

WG – Working Group Meeting

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	December	January	February
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
Briefings			
Crime and Disorder Committee work.			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Quarter 2 performance report SB 09/12/13 @ 10 am		

Page 129

Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	March	April	May
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
<i>To be determined</i>			
Briefings			
Crime and Disorder Committee work.			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Quarter 3 performance report SB 10/03/14 @ 10 am		

Page 124