



SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 9th December, 2013 at 9.30 am

(A pre-meeting will take place for ALL Members of the Board at 9.00 a.m.)

MEMBERSHIP

Councillors

- B Anderson (Chair) - Adel and Wharfedale;
J Bentley - Weetwood;
A Blackburn - Farnley and Wortley;
D Coupar - Cross Gates and Whinmoor;
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;
M Robinson - Harewood;
N Walshaw - Headingley;

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

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Chief Democratic Services Officer at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</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 - 11 NOVEMBER 2013</p> <p>To confirm as a correct record, the minutes of the meeting held on 11 November 2013.</p>	1 - 4
7			<p>TACKLING EXTREMISM</p> <p>To consider a report from the Director of Environment and Housing on the work taking place across the city to tackle extremism.</p>	5 - 14
8			<p>BULKY WASTE COLLECTION SERVICE POLICY</p> <p>To consider a report from the Director of Environment and Housing on proposals for changes to the policy for bulky waste collection across the city.</p>	15 - 22
9			<p>WORK SCHEDULE</p> <p>To consider the Board's work schedule for the forthcoming municipal year.</p>	23 - 42

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			DATE AND TIME OF NEXT MEETING Monday, 13 January 2014 at 10.00am in the Civic Hall, Leeds (Pre-meeting for Board Members at 9.30am)	

Agenda Item 6

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 11TH NOVEMBER, 2013

PRESENT: Councillor B Anderson in the Chair

Councillors A Blackburn, D Coupar,
P Davey, R Grahame, M Harland,
P Harrand, J Jarosz, M Robinson, C Towler
and N Walshaw

44 Chair's Opening Remarks

The Chair welcomed everyone to the meeting and reminded the Board that there would be a two-minute silence at 11 am to mark Remembrance Day.

45 Late Items

There were no late items.

46 Declarations of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting. In relation to the item entitled, 'Progress Review: Consultation on the Police and Crime Plan', Councillor J Jarosz drew the Board's attention to her position as Chair of the Youth Offending Partnership (Minute No. 49 refers).

47 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor J Bentley and Councillors N Buckley and G Hyde, with Councillors M Robinson and C Towler in attendance as substitutes.

48 Minutes - 21 October 2013

Further to minute no. 39 in relation to tracking the fuel poverty inquiry recommendations, the Board referred to recent announcements made by energy companies to increase prices up to 10 per cent and expressed its concern that such increases would put further pressure on fuel bills. The Board requested that the next fuel poverty tracking report reflects the potential impacts of such price increases.

RESOLVED –

(a) That the minutes of the meeting held on 21st October 2013 be confirmed as a correct record.

(b) That the potential impacts of recent fuel price increases are reflected within the next fuel poverty tracking report.

Draft minutes to be approved at the meeting
to be held on Monday, 9th December, 2013

49 Progress Review: Consultation of the Police and Crime Plan

The report of the Head of Scrutiny and Member Development referred to the recent consultation launched by the West Yorkshire Police and Crime Commissioner to gain feedback from stakeholders and partners on how the West Yorkshire Police and Crime Plan 2013-2018 is currently working.

The Commissioner's consultation document 'Progress Review: The Police and Crime Plan' was attached to this report, along with a full version of the West Yorkshire Police and Crime Plan 2013-2018.

The following were in attendance for this item:

- Councillor Peter Gruen, Executive Board Member for Neighbourhoods, Planning and Support Services
- Neil Evans, Director of Environment and Housing
- Keith Gilert, Chief Officer Community Safety.

In consideration of the consultation document, the Scrutiny Board agreed to provide a more general response to the consultation. However, Board Members were encouraged to also respond individually to the questions set out within the consultation document in terms of reflecting on how the Plan has made an impact within their own localities.

The key points raised during the Board's discussion were as follows:

- Acknowledging that the relationship with West Yorkshire Police remains strong and that the Safer Leeds Partnership continues to work positively and proactively together.
- That whilst the Safer Leeds Partnership has developed a good relationship with the Police and Crime Commissioner, this has not necessarily added to the commitment already demonstrated by the Partnership in responding to the community safety priorities of the city, as set out in the Safer Leeds Strategy.
- Members referred to the Commissioner's commitment towards Neighbourhood Policing, as set out in the Police and Crime Plan, and emphasised the importance of the Commissioner maintaining this commitment.
- Acknowledging the important role of the Commissioner in supporting victims, particularly victims of serious sexual offences, and the associated links in terms of promoting greater public confidence in the broader criminal justice system.
- The Commissioner's on-going commitment in working closely with the Youth Offending Partnership.
- The importance of the Commissioner continuing to consult effectively with partners and the public to better inform and deliver effective services.
- The valuable role of volunteers, including special constables.

- The need for further clarity in terms of the evidential data to support the narrative in future Plans.

RESOLVED – That the Principal Scrutiny Adviser, in liaison with the Chair, provides a general response to the Commissioner’s consultation to reflect the Board’s discussion today.

50 2013/14 Quarter 2 Performance Report

The report of the Director of Environment and Housing presented a new way of reporting performance which reflected the outcomes of discussions between the Director and the Scrutiny Board. The new quarterly highlight report referred to the position at Quarter 2 in relation to the performance areas that fall within the Director of Environment and Housing’s responsibilities.

The following were in attendance for this item:

- Neil Evans, Director of Environment and Housing
- Debra Scott, Head of Performance and Service Review.

In consideration of this report, the following issues were discussed:

- Missed bin collections – Members acknowledged that work is on-going to assess and improve data quality and performance monitoring around missed bin collections. Issues were also raised around effective workforce management during peak service times.
- Consultation and engagement with refuse staff – it was noted that Supervisors meet more regularly with crews and improvements have also been made in terms of appraisal and staff development processes. Particular reference was also made to the significant benefits arising from the input received from collection crews in rolling out alternate weekly collections of residual and recyclable waste.
- Tonnage to landfill (domestic waste only) – it was noted that reference to the 142,000t was the minimum target associated with tonnage to landfill performance.
- Recycling rates and comparisons with other core cities.
- Household Waste Sorting Sites – Members were pleased to note the programme of staff development and support aimed at enabling staff to engage more proactively with the public and provide assistance at sites.
- Fly-tipping and bulky waste – issues were raised around improving service responses to fly-tipping and collecting bulky waste.

The Board was reminded that in addition to receiving a quarterly highlight report, Members had also asked for separate more detailed alternate quarterly reports covering the Safer and Stronger aspects of the Board’s remit from the Directors of Environment and Housing and Citizens and Communities. It was therefore agreed that the next performance report would focus on the Safer aspect of the Board’s remit.

RESOLVED –

- (a) That the Scrutiny Board continues with the format of the quarterly highlight report and notes the content of the Quarter Two performance position.
- (b) That the next quarterly highlight performance report will also include a separate more detailed report covering the Safer aspects of the Board's remit.

51 Work Schedule

The report of the Head of Scrutiny and Member Development presented the Board's latest work schedule for the forthcoming municipal year.

The Chair highlighted that a report on the provision of the bulky waste service will now be brought to the Board's December meeting.

In relation to Scrutiny of the initial 2014/15 budget proposals relevant to the Board's remit, the Chair confirmed that this would be undertaken via a working group meeting in December and also during the Board's January meeting.

Reference was also made to the request that had been made by the West Yorkshire Police and Crime Panel back in July to have a coordinated review undertaken by the five West Yorkshire Scrutiny Committees on the role, number and targeting of PCSOs in West Yorkshire (Minute No. 26 refers). The Chair reported that whilst the timeline for all Scrutiny Boards to report their findings to the Panel is still yet to be determined, the Scrutiny Board has agreed to undertake work immediately via a working group meeting to enable initial views from Scrutiny to also be considered as part of the budget setting process for 2014/15. This would then dovetail into the wider piece of work requested by the West Yorkshire Police and Crime Panel.

RESOLVED –

- (a) That the Board's work schedule be updated to reflect the above additional pieces of work.
- (b) That the Principal Scrutiny Adviser liaises with Board Members to confirm details of the working group meetings relating to the work around PCSOs and the initial 2014/15 budget proposals relevant to the Board's remit.

52 Date and Time of Next Meeting

Monday, 9 December 2013 at 10.00 a.m. (Pre-meeting for all Board Members at 9.30 a.m.)

(The meeting concluded at 11.20 am).

Report of Director of Environment & Housing

Report to Scrutiny Board (Safer and Stronger Communities)

Date: 9th December 2013

Subject: Tackling Extremism

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

Summary of main issues

1. This report aims to set out the main strands of the Governments Counter -Terrorism Strategy, CONTEST, and the work taking place in Leeds under each strand of the strategy to tackle extremist behaviour, improve resilience within our communities, and reduce the risk of terrorist activity.
2. It also provides a brief summary of the partnership approach undertaken in the city, to manage events which seek to promote non-mainstream views.

Recommendations

3. The Safer and Stronger Scrutiny Board are asked to:
 - (a) Note the work that is taking place across the city to tackle extremism
 - (b) Note the approach taken via a range of partners in the city to effectively manage events organised by groups and organisations that support non-mainstream views.
 - (c) Agree the formation of a small Elected Member reference group that will receive updates in relation to the work that partners undertake to make Leeds a safer and stronger community with regards to managing the issues outlined in this report (subject to appropriate security vetting).
 - (d) Subject to recommendation C above being agreed, for scrutiny to consider the elected members who might be asked to attend the reference group meeting, in relation to the relevance of the CONTEST strategy and the communities/portfolio's that they represent.

1.0 Purpose of this report

1.1 To inform scrutiny of the activity that takes place across various agencies to combat extremism and terrorist activity under the Governments CONTEST Strategy.

2.0 Background information

2.1 CONTEST (an abbreviation of **COUNTER TERRORIST STRATEGY**) is the Governments strategy to reduce the risk to the UK and its interests overseas from international terrorism to that people can go about their lives freely and with confidence. CONTEST is grounded in a set of core or shared values: human rights, the rule of law, democracy, justice, freedom, tolerance and opportunity for all and aims to protect, respect and promote these values at home and abroad.

2.2 Between 11 September 2001 and 31 March 2013, 330 individuals have been convicted of terrorism-related offences, including murder, illegal possession of firearms and explosives offences. Andrew Parker, the director general of MI5, recently disclosed that 34 terrorist plots against the UK had been foiled since the July 7 outrage in 2005 but there were “several thousand” extremists still in the UK.

2.3 The **CONTEST** strategy is organised around four workstreams: **PURSUE**, **PREVENT**, **PROTECT**, and **PREPARE**.

2.4 The **PURSUE** workstream aims to stop terrorist attacks. It is the Governments most immediate counter-terrorism priority. Terrorists operate in secret. Intelligence is therefore essential to stop attacks so there has been a significant increase in resources in this area in the last few years.

2.5 The **PREVENT** workstream aims to stop people becoming terrorists or supporting terrorism. It aims to do this by working in partnership with statutory partners and communities to challenge the ideology of violent extremism, disrupt those who promote it, and protect and support vulnerable individuals from radicalisers using the greater understanding gained into how individuals become radicalised

2.6 The **PROTECT** workstream aims to strengthen our physical protection against a terrorist attack. Terrorists want to cause maximum impact with their attacks, whether that is through mass casualties or damage to the essential services that keep the UK running - crowded public places and our national infrastructure are therefore targets. The Government is working in partnership with industry to both reduce the risk to existing places and to make new developments more resilient to terrorist attacks. Making our borders more secure is a key element of Protect work and the Government is introducing new technologies and systems to deliver effective border controls.

2.7 The **PREPARE** workstream aims to mitigate the impact of an attack where it cannot be stopped. The Government works with the emergency services, the security and intelligence services and the Armed Forces to maintain and regularly exercise their response capabilities to ensure they are ready and appropriately

equipped to deal with a terrorist attack. The **PREPARE** strand also includes training and awareness raising for Businesses, to ensure that they have adequate plans in place to mitigate risks and prepare them should an terrorist incident occur.

3.0 Main Issues

- 3.1 Prevent – The Prevent strategy is the most challenging workstream of the CONTEST strategy as all the work takes place within the pre-criminal space before any illegal activity has taken place. Our work on Prevent in Leeds dates back to 2007 when the local authority was selected as a pilot area for the Preventing Violent Extremism Pathfinder Programme.
- 3.2 A national response to stopping people becoming terrorists or supporting terrorism will only go part way to addressing this complex issue – on its own, a security and enforcement response, although vital, will not be enough. A sustained partnership approach, building resilience in our local communities, and supporting individuals who may be vulnerable to extremist voices and messages are therefore a key priority at a local level.
- 3.3 Our work on Prevent is guided by the 3 national objectives of the strategy:
- § To respond to the **ideological challenge** of terrorism and of those extremist views conducive to it. At one end of the spectrum that means taking action against people who have broken the law. It means excluding people who wish to come to this country to promote violence or extremist views. But it also means ensuring that people engaged in radicalisation do not take advantage of public spaces – libraries, education, prisons to name just three - and that their activities are restricted.
 - § To **protect vulnerable people** from being drawn into terrorism by developing and expanding programmes to identify who they are and then to provide them with support. This objective will build on Channel, the existing multi-agency programme.
 - § To do much more to support the wide range of **sectors and institutions** where the ideology, the ideologues and vulnerable people come together and where there are either risks of radicalisation or opportunities to prevent it – or both. That means education, health, faith, charities, prisons and probation, and of course the particular and vital issue of the internet
- 3.4 To date, we have established the Gold, Silver, and Channel partnership groups to share information between organisations and develop a coordinated approach and response to the threats associated with the Prevent agenda. We are using these groups to ensure that we undertake a holistic approach to supporting vulnerable individuals, addressing the grievances of communities and individuals, and to tackle the drivers of extremism. Partners involved include the Police, Children Services, Probation, Health, FE/HE sector, and the Youth Offending Service. We are committed to continue work with a wide range of

partners from across a variety of sectors to ensure that we develop and deliver a co-ordinated response.

- 3.5 The Gold Group provides a strategic steer for the delivery of the four CONTEST workstreams, based on the current and emerging terrorism risk to the Leeds area. The group is responsible for oversight of the action plan for Leeds and briefings are provided on issues including mapping of risks and heat spots, and the impact of global conflicts within local communities. The group meets on a quarterly basis and involves senior officers from the Council, Police, CTU and Probation.
- 3.6 The Silver Group's main objective is to identify and manage the terrorism risk to the city through a range of activities involving both statutory and VCF partners and in the form of a comprehensive Prevent Action Plan. Representatives for this group have been drawn from Safer Leeds, Children's Services, FE and HE partners, Emergency Planning, Probation, Police and CTU. The Silver Group also meets on a quarterly basis.
- 3.7 The Channel Group meets every 6 weeks and includes representatives from the Police, Safer Leeds, Youth Offending Service, FE sector, and health professionals. The group has a specific remit to consider cases that have been referred to the group due to their susceptibility to extremist rhetoric, and develop packages of support and intervention for the individual so that they are drawn away from this kind of behavior and groups.
- 3.8 We continue to encourage communities to be at the heart of this agenda and to take a proactive approach in developing and delivering a response to it. This type of collaborative work sends out a united response and undermines the messages of isolation and conflict that is so often used by those who wish to divide communities.

We seek to engage with local communities through a variety of ways. This includes:

- active engagement with local communities through local forums and events;
- visits to faith groups and networks;
- building the capacity of community and faith organisations to reject extremist voices;
- develop strong leadership within local communities to provide them with a voice;
- support to schools to enable them to understand the role they have to play within the Prevent agenda and how we can assist them in this area of work; and
- development of projects such as development of materials and literature that refute extremist narratives, engagement with young people involved with gangs that could be particularly susceptible to extremist messages, and training and support for staff and students at colleges and schools.

3.9 Work to safeguard children and adults, providing early intervention to protect and divert people away from being drawn into extremist activity, is a key objective within the Prevent strategy. This work in Leeds is supported through the Channel programme. Channel is a core component of Prevent and is a multi-agency approach to protect people at risk from radicalisation. Within Leeds, Channel uses existing collaboration between local authorities, statutory partners (such as the education and health sectors, social services, children's and youth services and offender management services), the police and the local community to:

- identify individuals at risk of being drawn into terrorism;
- assess the nature and extent of that risk; and
- develop the most appropriate support plan for the individuals concerned.

Leeds has a varied cohort of referrals to the Channel programme, from across the broad spectrum of extremist ideologies.

3.10 The Leeds Prevent Programme has the support of many communities in Leeds and this can be attributed to our personalised approach to the agenda where we have been very honest and open with communities about the Prevent agenda, what it aims to achieve, and what our approach in Leeds will be. This has been embraced by the communities we hope to work with and is already providing real benefits to the city.

3.11 For example, the Prevent partnership, which includes LCC Officers, Neighbourhood Policing Teams and other statutory partners, have played a crucial role in managing community tensions arising due to the EDL protest in October 2009 and subsequent EDL protests following the murder of Lee Rigby in Woolwich this year, which resulted in minimal disturbances in the city. Prevent also played a substantial role in liaising and working with communities following the disturbances in Chapeltown in 2011.

3.12 It is clear that this is a hugely important agenda that is impacted upon daily through national and international events and conflicts. Moving forward, it is our intention to continue to support local communities and individuals that can be affected, and influenced, by extremist groups and narratives to ensure they are less vulnerable to those elements that seek to divide our communities.

3.13 Protect & Prepare - Protect focuses on the reduction in our vulnerability to terrorist attack within four areas; critical national infrastructure, crowded places, transport systems and UK borders. Each of these is managed within Leeds through a variety of partnerships and work programmes. Prepare focuses on minimising the impact of a terrorist attack through an effective response and recovery process. This strand of CONTEST is also managed through a variety of partnerships and work programmes.

3.14 The two strands are highly inter-connected, just as all four strands contribute to CONTEST. These resilience based activities form a part of individual organisational work programmes, however as far as is reasonably practicable, collaboration at a local level joins up agencies such as Leeds City Council, North East Counter-Terrorist Unit, NaCTSO, Home Office, West Yorkshire Police and

other agencies. Public and private sector engagement takes two approaches. One approach is in relation to identified key sites that have been assessed as being at a level of risk where specific vulnerabilities require addressing and preparedness arrangements are necessary. The other approach is training and education to sites that fall below this risk threshold. This year in Leeds we have trained approximately 1500 key personnel from some of the major employers. This then initiates further internal work for that organisation.

- 3.15 The two strands are approached as one in Leeds as it is efficient to tackle both aspects when we are working with the business sector. We help them build organisational resilience whilst at the same time sharing initiatives including City Centre Evacuation, Leeds Alert and detailing some of the city wide capabilities.
- 3.16 There is a strong ongoing relationship with many of the Home Office 'key sites' however there are barriers to some vulnerabilities being addressed due to cost factors associated with infrastructure improvement.
- 3.17 In relation to 'Prepare' capabilities, Leeds is one of only a few national cities to have advanced and embedded plans for both CBRN (Chemical Biological Radiological Nuclear) and MTFA (Marauding Terrorist Firearms Attack). This year both capabilities have been tested through live deployment exercises. There are broader capabilities to manage other terrorist based scenarios. These same capabilities apply to conventional risks such as flooding or severe weather and include things like humanitarian assistance, warning / informing, evacuation, command and control.
- 3.18 Pursue – activity delivered locally under this strand of the CONTEST strategy is not within the public domain. The Pursue strand of the strategy deals with how new resources and techniques are used to disrupt terrorist operations in the UK and overseas and prosecute those responsible.
- 3.19 New objectives for Pursue over the next three years include: an increase in detection and investigation capability and capacity; an increase in the effectiveness of the prosecution process, from evidential collection to post-prison supervision; to develop more effective non-prosecution actions; and to improve capacity to disrupt terrorist activities overseas (*CONTEST: The United Kingdom's Strategy for Countering Terrorism, July 2011 - Home Office website*)

4.0 Managing events organised by groups or organisations that support non-mainstream views (which may be political, culturally or ideologically inspired)

- 4.1 The number of events organised in Leeds and West Yorkshire by organisations that promote non-mainstream views, has proved a challenge for partners such as Leeds City Council and West Yorkshire Police. The potential of these events to divide our communities and increase tensions is present and requires careful management. Such events are costly to manage and come with a great deal of uncertainty around numbers attending and intent of the crowds on the day. We operate within a very controlled legal environment where a fine balance is required between enabling freedom of speech and stopping hate.

- 4.2 Leeds has a strong track record of successfully managing these types of events using existing capabilities and skills within both our resilience function (Peace & Emergency Planning) and through Community Safety networks and partnerships. At present a more formal documentation of these command and control arrangements are being developed which will clearly set out defined roles and responsibilities when such events are scheduled. This would also apply to wide-spread disorder and public protest.
- 4.3 Tactics applied by Police Forces across the country to manage these types of events, are guided by relevant reports and guidance such as Adapting to Protest (2009) and the manual of guidance on Keeping the Peace and Policing Public Order (2011).

5.0 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 It is proposed that a small working group of elected members is formed that will receive updates on the progress of work under the CONTEST Strategy on a 6 monthly basis. This will allow elected members to seek reassurances on how local tensions and risks are being managed and minimised, which in turn will assist in supporting and reassuring local communities. It will also provide a forum to share information on emerging risks and threats that elected members need to be made aware of and indeed contribute towards reducing.
- 5.1.2 If supported, discussion will be required with WYP to establish the security vetting requirements for members, so that they are able to access relevant information which may not be in the wider public domain. Elected Members who agree to become Members of the working group
- 5.1.2 CONTEST is the Government's national policy to reduce the risk to the UK and its interest overseas from the risk of terrorism. At a local level, we have consulted widely with local communities about our approach and work on the Prevent agenda, and highlighted the importance of developing the capacity and confidence of communities to tackle extremist ideology and groups, and provide support to vulnerable individuals.
- 5.1.3 We have been open and honest with local communities about the aim of the Prevent agenda and how it is being delivered. We have actively sought their input into the commissioning of activities and continue to work with local people to up skill them to be able to support vulnerable individuals. Our approach over the years has included regular meetings and briefings with community and faith leaders and the delivery of training and grassroots initiatives. This has won the support of many diverse communities, including migrant communities, that has led to the development of many new important relationships with communities in Leeds.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 The events of the July 2005 bombings have had a significant impact on Leeds and have demonstrated that there is a real need to deliver Prevent in the city. In addition, global events and conflicts are playing an ever increasing role within local communities. These can sometimes lead to community tensions, fuel suspicion, and create divisions between people from different cultures, faiths, and backgrounds.
- 5.2.2 We are encountering a range of threats, nationally and locally, that have the potential to divide communities in Leeds leading to unrest, anxieties, and local grievances. The importance of managing such issues, especially during times of austerity, cannot be overstated.

5.3 Council policies and City Priorities

- 5.3.1 Effectively tackling extremist behaviour forms a key strand of the Safer Leeds Plan 2011-2015 that aspires to create safer and stronger communities. Building cohesion and integration includes promoting a shared sense of belonging and ensuring that we can build better relationships between people from different cultures and backgrounds. Extremist messages can stem from some of the most cohesive communities which is why we need to undertake a more targeted approach to tackling extremism and building the resilience of individuals and communities. A sustained partnership approach, building resilience in our local communities, and supporting individuals who may be vulnerable to extremist voices and messages are a key priority at a local level.

5.4 Resources and value for money

- 5.4.1 As a priority area for delivery of Prevent (there are currently 30 priority areas in the country) Leeds City Council receives funding for a Prevent coordinator up to Government 'Grade 7' equivalent salary. Programme funds are also available for the delivery of targeted projects and activity. However, before any programme funds are approved, any proposed Prevent project is rigorously assessed against its ability to and likelihood to deliver against the new Prevent objectives by Office for Security and Counter Terrorism, and a clear agreement between the local authority and OSCT is required.

5.5 Legal Implications, Access to Information and Call In

- 5.5.1 This report is not subject to call in.

5.6 Risk Management

- 5.6.1 It is imperative that the city has robust plans in place to mitigate against all risks, known and/or potential, in relation to the city being involved in, or subject to a terrorist attack.
- 5.6.2 The work undertaken within the pre-crime environment via the Prevent programme, seeks to safeguard individuals and groups, who may be vulnerable to extremist narrative from a range of sources. The programme aims to support

such people to move away from activities that could be potentially harmful to themselves or other people.

- 5.6.3 Leeds City Council works in partnership with West Yorkshire Police and other key partners, to ensure that action plans are in place to deal with threats, and regularly undertakes simulations of potential critical incidents to ensure that our plans to deal with such incidents are fit for purpose.
- 5.6.4 The Gold Contest partnership group, is responsible for reviewing risk and agreeing actions to mitigate potential problems. The establishment of a Contest Members group, will help to strengthen this further, particularly in relation to managing community tensions which can arise from time to time in connection with this agenda.

6.0 Recommendations

- 6.1 The Safer and Stronger Communities Scrutiny Board are asked to:
- (a) Note the work that is taking place across the city to tackle extremism
 - (b) Note the approach taken via a range of partners in the city to effectively manage events organised by groups and organisations that support non-mainstream views.
 - (c) Agree the formation of a small Elected Member reference group that will receive updates in relation to the work that partners undertake to make Leeds a safer and stronger community with regards to managing the issues outlined in this report (subject to appropriate security vetting).
 - (d) Subject to recommendation C above being agreed, for scrutiny to consider the elected members who might be asked to attend the reference group meeting, in relation to the relevance of the CONTEST strategy and the communities/portfolio's that they represent.

7.0 Background documents¹

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.

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Report of Director of Environment & Housing

Report to Scrutiny Board (Safer and Stronger Communities)

Date: 9th December 2013

Subject: Bulky Waste Collection Service Policy

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

Summary of main issues

1. The purpose of this report is to give Scrutiny Board (Safer and Stronger Communities) the opportunity to comment on proposals for changes to the policy for bulky waste collection across the city. It also provides a response to Recommendation 4 of the Scrutiny Board's consideration of the initial budget proposals for 2012/13 agreed on 14th January 2013.
2. The Council's commitment to Leeds residents for the kerbside collection of waste and recyclables is being developed based on the principles of a social contract whereby the Council sets out clearly its service standards, but with an expectation of residents working in partnership to assume responsibilities and ensure that services can be provided effectively and efficiently, and that the associated benefits to the City are realised.
3. The report describes a series of proposals for changes to the current bulky waste policy which support the above, and that also support the Council's refuse collection policies, and describes the reasons for these changes.

Recommendations

4. It is recommended that the Scrutiny Board (Safer and Stronger Communities) note and comment on this report.

1 Purpose of this report

- 1.1 The purpose of this report is to give Scrutiny Board (Safer and Stronger Communities) the opportunity to comment on proposals for changes to the policy for bulky waste collection across the city.
- 1.2 The report also provides a response to Recommendation 4 of the Scrutiny Board's consideration of the initial budget proposals for 2012/13 agreed on 14th January 2013. The recommendation was that *"...in line with the proposals for the disposal of commercial waste and the collection of bulky household waste, the Scrutiny Board recommends that the Director of Environment and Neighbourhoods ensures that the monitoring and enforcement of fly-tipping remains adequately resourced."*

2 Background information

- 2.1 An Executive Board Report is currently being drafted to formalise the Council's commitment to Leeds residents for the kerbside collection of household waste and recyclables and bulky waste. This is scheduled for Executive Board in January 2014.
- 2.2 The report seeks Executive Board approval to the formal adoption of the following operational kerbside collection policies:
 1. Residual waste collection service;
 2. SORT recycling collection service;
 3. Garden waste collection service;
 4. Bulky waste collection service.
- 2.3 These service commitments have been developed based on the principles of a social contract whereby the Council sets out clearly its service standards, but with an expectation of residents working in partnership in assuming responsibilities to ensure that services can be provided effectively and efficiently, that excessive waste is not encouraged and is recycled or disposed of through the appropriate routes provided, and that the associated financial and environmental benefits to the City are therefore realised.
- 2.4 Furthermore, in order to provide the most efficient and economically sustainable service possible, the council needs to focus on the areas of greatest need and to make sure that the service is provided to support residents who have no other options, rather than to supplement residents who could use other mechanisms, such as household waste sites or furniture reuse organisations, to manage their waste.
- 2.5 Leeds City Council currently offers a bulky waste collection service to residents for large items that cannot be collected through the normal kerbside collection services. The service is free for all and can be used up to 12 times per year. At each of these 12 collections, residents can currently book up to 4 large items or 10 bags of waste (excluding food waste). Collections are

booked in advance and, whilst the Council advises that waiting times can be up to eight weeks, the current waiting time is three to four weeks.

- 2.6 Since April 2013 the citywide Bulky Waste Collection service has been managed within Environmental Action Services through the South and Outer East Locality Team, rather than through the Waste Management Service as has historically been the case. Further work to fully integrate this service with the rest of Locality Team services is ongoing (see sections 3.6-3.8).

3. **Main issues**

Bulky Waste Policy Proposals

- 3.1 Some of the agreed and approved changes to refuse collection policies (particularly associated with fortnightly collections and other initiatives to increase recycling) mean that elements of the bulky waste collection service policy are not now compatible and need to be amended accordingly. For example the collection of general waste (i.e. that can be disposed of through the normal residual waste/black bin collection service) through the bulky waste service undermines the alternate weekly collection policies agreed by Executive Board in October 2013.
- 3.2 Many items collected by the Council could be collected for reuse by other organisations through the existing network of third sector organisations or via websites such as Freecycle or eBay. The Council has been actively working with and supporting the Furniture Reuse Network in Leeds in order to build skills and capacity within this sector. The current process for the Council to make referrals to these organisations could be improved and work is ongoing, including support in procuring ICT systems and work towards a single point of contact for all Leeds based furniture reuse organisations. This would be expected to increase the proportion of bulky items such as furniture which are reused (thus also contributing to the Council's own Waste Strategy priority in this regard), and to provide a faster and more bespoke service to customers (most furniture reuse organisations collect within 48 hours and from inside your home), thus also reducing the level of collections which need to be provided by the Council.
- 3.3 In 2012/13, 34,500 bulky collections were requested (around 660 per week). Only a small minority of Leeds' households use the bulky waste collection service (around 8%), with 97% of users using the service three times or less a year. The 3% of households who used the service more than three times in 2012/13 equate to 673 households; around 0.2% of households in Leeds.
- 3.4 Of the other seven core cities only one, Nottingham City Council, operates an unrestricted and free service. All of the others either restrict the number of collections, or charge for collection. The table below summarises the current policy in each of the eight core cities.

Core City	Number of free collections	Chargeable collections
Leeds	12	0
Birmingham	1	£25 per collection
Bristol	0	£15 per collection Limited to three per year.
Liverpool	5	0
Manchester	1	£27 per collection
Nottingham	Weekly	0
Newcastle	0	£15 per collection
Sheffield	0	Ordinary rate: 3 at £18 rising to 10-12 at £54 per collection. Concessionary rates: 3 at £10 rising to 10-12 at £35 per collection.

3.5 The Council is therefore proposing four main changes to the Bulky Waste Collection policy:

- Proposal 1 – Households should be restricted to three collections per year. This restriction will enable the Service to manage and deploy this resource more effectively and will encourage heavy users of the Service to manage their waste more effectively and use the other, preferred opportunities for waste minimisation, re-use and recycling available to them.
- Proposal 2 – Restricting the number of items collected to four, regardless of waste type. This will allow us to better plan the service, release capacity in the service, and again encourage heavy users to manage their waste more effectively.
- Proposal 3 – Residual waste which can be disposed of through the standard black bin collection service will not be collected by the bulky waste collection service since adequate capacity is already provided through the normal service. The residual waste policy specifically provides for exceptions, e.g. large families, so it should not be necessary to use the bulky waste service for general waste if household are managing their waste effectively. This change also supports the agreed policies associated with alternate weekly collection (see 3.1).
- Proposal 4 – Where households do not receive a separate brown bin garden waste collection service, the allowance of four items may be used for four bags of garden waste. Where households are provided with a brown bin collection service, garden waste will not be collected through the bulky waste collection service. The brown bin garden waste collection service is intended primarily to divert waste from black bins, not to increase overall levels of waste being collected. As stated

earlier, these households will be advised to compost their excess garden waste at home, or to take it to their nearest household waste recycling site.

Response to Scrutiny Board Recommendation 4

- 3.6 Work is ongoing with Housing Leeds colleagues to develop models of integrated environmental working. As part of the move of council housing services back into the council the decision has been made to transfer many of the environmental activities currently undertaken by Housing Leeds over to Locality Teams. In addition to this, since April 2013, the council's bulky waste collection service has also been under the responsibility of Locality Teams.
- 3.7 The Locality Teams are therefore developing new structures for 'one environmental service' in Locality areas which take on these new responsibilities, but also seek to improve the current service and make it even more locally accountable. This will involve a move to more zonally based resources and a more flexible workforce.
- 3.8 This move to one service providing all elements of environmental management, including the delivery of the bulky waste service and the enforcement and removal of fly-tipping, will not just deliver efficiency of resource use and management, but also greater accountability in terms of the delivery of these services. In this way the monitoring and enforcement of fly-tipping and any links between this, and the bulky waste collection service, will be enhanced and lead to a more flexible and effective service in future.
- 3.9 In addition the Council continues discussions with colleagues within Safer Leeds and the Police about the role of PCSOs in environmental enforcement to contribute to investigatory & enforcement work in relation to flytipping.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.2 The Executive Board Member for Environmental Services has reviewed the policies and supports the proposal to formally adopt them.
- 4.3 Area Committee Environmental Sub Groups are also being consulted on these proposals.

4.4 Equality and Diversity / Cohesion and Integration

- 4.4.1 An equality impact screening report has been completed for the proposed policies as part of the report for Executive Board.

4.3 Council Policies and City Priorities

- 4.3.1 Delivery of kerbside collection services that are safe, efficient and reliable and meet the needs of residents are key to Leeds realising its target to meet 55% by 2016 and exceed 60% recycling in the longer term. These targets support

wider aspirations for Leeds set out in the new Leeds Vision, City Priority Plans, Directorate Priorities and Cross Council Priorities.

4.3.2 The proposed policies are in support of the Best Council Plan objective of dealing effectively with the city's waste: minimising waste in a growing city, with a focus on:

- ensuring a safe, efficient and reliable waste collection service
- providing a long-term solution for disposing of our waste
- increasing recycling
- reducing landfill tax costs.

4.3.3 The five new City Priority Plans developed by the Partnerships Boards cover the period 2011-2015 with the most relevant in relation to the policies being:

- Safer and Stronger Communities- including city-wide cleanliness
- Sustainable Economy- including low carbon economy

4.4 Resources and Value for Money

4.4.1 Adoption of formal operational policies will ensure services are consistent and efficient, and will support the realisation of the substantial savings anticipated to arise from the implementation of alternate week collections. More generally, implementation of these collection policies will ensure that collection services are more targeted and efficient, and will encourage residents to utilise these services more effectively, thus driving up participation in recycling and diverting more materials from landfill or other disposal.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications of this report.

4.6 Risk Management

4.6.1 The main risks associated with a failure to establish clear waste collection policies relate to the resulting significant potential for uneconomical deployment of resources, greater levels of resident dissatisfaction with services and the environmental impact of not maximising the opportunity to minimise waste and maximise recycling.

5 Conclusions

5.1 Having reviewed the Bulky Waste Collection Service it is clear that several changes are necessary to ensure that the service is efficient and sustainable (both financially and operationally) and supports the Council's refuse collection policies.

5.2. Adoption of these policies will provide all stakeholders with a clear understanding of the services that the Council offers and ensure that

consistency in its approach to requests for any deviation from the standard service.

- 5.3 In keeping with the principles of a social contract, residents can be clear about the service they can expect to receive and, in return, what the Council expects of them so as to ensure the provision of an efficient service that supports the city's objectives in terms of sustainable waste management.

6 Recommendations

- 6.1 It is recommended that the Scrutiny Board (Safer and Stronger Communities) note and comment on this report.

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.

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Report of Head of Scrutiny and Member Development

Report to Safer and Stronger Communities Scrutiny Board

Date: 9th December 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

Purpose of this report

1. The Scrutiny Board's work schedule is attached as appendix 1. The work schedule has been provisionally completed pending on-going discussions with the Board. The work schedule will be subject to change throughout the municipal year.
2. Also attached as appendix 2 are the minutes of Executive Board on 6th November 2013.

Recommendations

3. Members are asked to:
 - a) Consider the Board's work schedule and make amendments as appropriate.
 - b) Note the Executive Board minutes

Background papers¹

4. 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.

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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
Tackling Domestic Violence and Abuse			Scoping terms of reference WG - 20/08/13 @ 10 am
Alternate weekly collections of recyclable and residual waste – phase 1 evaluation		Session 1 - progress update WG – 24/07/13 @ 2pm	Session 2 – analysis of evaluation findings WG – 29/08/13 @ 1 pm
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
Tackling Domestic Violence and Abuse	Agree terms of reference for review SB 09/09/13 @ 10 am	Session 1 of the review WG 30/10/13 @ 11.30 am	Session 2 of the review WG – 25/11/13 @ 11.30 am
Alternate weekly collections of recyclable and residual waste – phase 1 evaluation		Summary report of the Board SB 21/10/13 @ 10 am	
Briefings			
Crime and Disorder Committee work.	Tackling Illegal Money Lending SB 09/09/13 @ 10 am		Progress Review: WY Police and Crime Plan. Scrutiny response to the consultation. SB 11/11/13 @ 10 am The role, number and targeting of PCSOs in Leeds WG 26/11/13 @ 12.30 pm
Budget & Policy Framework Plans			
Recommendation Tracking	Strategic Partnership Review – formal response SB 09/09/13 @ 10 am	Grounds Maintenance SB 21/10/13 @ 10 am Fuel Poverty Review SB 21/10/13 @ 10 am	
Performance Monitoring	Overview of performance indicators relevant to the Board's portfolio. WG – 25/09/13 @ 11 am		Performance Management Report SB 11/11/13 @ 10 am

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
Tackling Domestic Violence and Abuse	Session 3 of the review – visit to Women’s Health Matters – 04/12/13 Session 4 of the review WG 10/12/13 @ 10.30 am	Session 5 of the review – TBC	Session 6 of the review -TBC
Bulky Waste Collection Service	Bulky Waste Collection Service Policy SB 09/12/13 @ 10 am		
Determining appropriate waste collection options for non-AWC areas		Initial WG meeting to be confirmed.	
Briefings			
Crime and Disorder Committee work.	Tackling Extremism SB 09/12/13 @ 10 am The role, number and targeting of PCSOs in Leeds WG - TBC	Tackling Illegal Money Lending – improving communications WG - TBC	Tackling Illegal Money Lending – improving communications SB – 10/02/14 @ 10 am
Budget & Policy Framework Plans	Review of the 2014/15 Initial Budget Proposals WG – 11/12/13 @ 3 pm	Review of the 2014/15 Initial Budget Proposals SB 13/01/14 @ 10 am	
Recommendation Tracking		Strategic Partnership Review SB 13/01/14 @ 10 am Recycling Review SB 13/01/14 @ 10 am	Parish and Town Council review SB 10/02/14 @ 10 am
Performance Monitoring			

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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		
	March	April	May
Tackling Domestic Violence and Abuse	Session 7 of the review – TBC	Agreeing final report SB 14/4/14 @ 10 am	
Assessment of the Strategic Partnerships	To undertake an annual assessment of the relevant Partnership Boards SB 10/03/14 @ 10 am		
Briefings			
Crime and Disorder Committee work.			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	Performance Management Report (Safer) SB 10/03/14 @ 10 am		

Other agreed work items to be scheduled (in order of priority):

- Development of a citywide approach to bulk fuel purchasing
- Reviewing other options for reducing or diverting waste from landfill
- Reviewing the role of the third sector within localities and exploring how links can be strengthened
- Reviewing the allocation of resources for street cleanliness in terms of delivering value for money
- Promoting localism and exploring future opportunities in delivering services underpinned by the locality design principles

EXECUTIVE BOARD

WEDNESDAY, 6TH NOVEMBER, 2013

PRESENT: Councillor J Blake in the Chair

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

SUBSTITUTE MEMBER Councillor J Procter

106 Chair of the Meeting

Under the terms of Executive and Decision Making Procedure Rule 3.1.5, in the absence of the Leader, Councillor Wakefield, who had submitted his apologies for absence from the meeting, Councillor Blake, as Deputy Leader, presided as Chair of the Board for the duration of the meeting

107 Substitute Member

Under the terms of Executive and Decision Making Procedure Rule 3.1.6, Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter, who had submitted his apologies for absence from the meeting.

108 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 A to the report entitled “Park and Ride” referred to at Minute 121 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information), which if disclosed to the public would, or would be likely to, prejudice the commercial interests of that person or of the Council. The appendix sets out the detail of the tender returns from the bus operators and recommends the preferred bidder; and as the award of the contract is yet to be announced, it is therefore deemed in the public interest not to disclose this information at this time for reasons of commercial confidentiality and proper contract procedures
- b) Appendix A to the report entitled “Sovereign Square” referred to in Minute 124 is exempt under Access to Information Rule 10.4 (3) of Schedule 12A(3) of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular

Draft minutes to be approved at the meeting
to be held on Wednesday, 18th December, 2013

person (including the authority holding that information). The appendix sets out the details of the budget requirements for the delivery of the whole scheme and it is considered that the public interest in maintaining the exemption in relation to this confidential appendix outweighs the public interest in disclosing the information by reason of the fact that it contains information and financial details which, if disclosed would adversely affect the business of the Council and may also adversely affect the business affairs of the other parties concerned.

109 Late Items

A late item of business entitled, 'Parking Permit Charges" was admitted to the agenda. There was a need to consider the report as a late item of business in order that the matter could be taken into account during forthcoming 2014-15 budget round considerations; to enable the development of a forward strategy for the future management of Residents Parking schemes to commence; and to draw to an early conclusion the present consideration of this matter and provide feedback to the public (Minute No. 125 refers).

110 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests

111 Minutes

RESOLVED – That the minutes of the previous meeting held 9th October 2013 be agreed as a correct record

CHILDREN'S SERVICES

112 Basic Need Programme : Permission to Consult on School Expansion Proposal; Decision to Delay Implementation of opening of Nightingale Primary Academy and Design and Cost Reports for Three Expansion Projects

The Director of Children's Services submitted a report seeking permission to consult on three primary school expansions intended to take effect from September 2015 and seeking approval for the capital proposals outlined for each school development in order to meet the authority's statutory duty to secure sufficient school places. Additionally, approval was sought for a revised opening date for the Nightingale Academy and the report presented Design and Cost Reports for three school expansion projects.

Each of the proposals were detailed in Appendices A to D attached to the report.

A comment made by a Member in respect of the need to establish a comprehensive city wide policy for school places provision was noted. In response, officers confirmed that work was ongoing to continue to develop the draft strategy previously presented to Executive Board on 17th July 2013 in partnership with City Development and Scrutiny Board in order to identify appropriate provision. Officers also provided further detail on the difficulties

experienced in developing the Rufford Park expansion proposals and the establishment of the new Nightingale Primary School

RESOLVED –

- a) That in respect of the proposals contained within **Appendix A**, approval be given for consultation to commence on proposals to expand Broadgate 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 2015;
- b) That in respect of the proposals contained within **Appendix B -**
 - Approval be given for the opening of the Nightingale Academy on 1 September 2014.
 - Authorisation be granted for the programme expenditure of £10,026.3k and Authority to Spend from capital scheme number 16505/FLS/000 to build the new Nightingale Primary Academy at Florence Street.
 - That the programme dates identified in the submitted report in relation to the implementation of this decision be noted. The final delivery date for this scheme is September 2015.
 - To note that the Director of Children’s Services is responsible for implementation.
- c) That in respect of the proposals contained within **Appendix C**
 - Authorisation be given for expenditure of £2.141m from capital scheme number 16585/SHL/000 to enable the construction of additional accommodation at Sharp Lane Primary School.
 - That the programme dates identified in this report in relation to the implementation of this decision be noted. The final delivery date for this scheme is December 2014.
 - To note that the Director of Children’s Services is responsible for implementation.
- d) That in respect of the proposals contained within **Appendix D**
 - That Option 1 be approved - to deliver an expansion of Rufford Park Primary School, where the PFI provider delivers the expansion scheme and risk is transferred to the Council, and ultimately to the Trust if the school converts.
 - That authorisation of expenditure of £1,430,000 from capital scheme number 16585/RUF/PH2 be granted for Phase 2 works to construct a new two storey extension at Rufford Park Primary School.
 - To note the programme dates identified in this report in relation to the implementation of this decision. The final delivery date for this scheme is September 2014.
 - To note that the Director of Children’s Services is responsible for implementation.

113 Outcome of Supplementary Consultation and review of Children's Services School Transport Policy

The Director of Children’s Services submitted a report presenting the outcomes from the recent supplementary public consultation on the current

Children's Services Home to School Transport Policy. Approval was sought for recommendations to be included in a new policy for implementation from 1st December 2013.

A copy of the proposed Policy was contained within Appendix 1 to the report.

In relation to proposals for post 16 SEN transport, the Board noted the intention to present a further report, assessing the implications of the Children and Families Bill once it had been enacted next year. The Board noted the individual comment made by a Member opposing the Policy.

RESOLVED –

That approval be given to the following changes to the current policy:

- a) To remove discretionary free travel on the basis of non-faith or belief;
- b) To remove discretionary free travel on the basis of parental preference on the grounds of the parents' religion or belief for their child to be educated in a single sex educational setting;
- c) To implement the policy for all new applicants from 1st December 2013, but provide transitional discretionary free travel for existing recipients until 31st August 2015. This would be in line with the Board's decision on 17th July 2013, in relation to the removal of discretionary free travel for students on the basis of faith and for those attending school/college (over sixteen).
- d) To note that the Director of Children's Services (the Director) will submit a further report to the Executive Board during 2014 in relation to updated proposals for post 16 SEN transport. This will take place as soon as formal proposals have been designed and agreed, and after the new Children and Families Bill has been enacted.
- e) To note that the Director will publish a new Children's Transport policy on 1st December 2013 (subject to due governance processes). This will be available on the Council's internet pages.

ENVIRONMENT

114 Affordable Warmth in Leeds

The Director of Environment and Housing submitted a report providing an update on the significant external funding opportunities available to increase domestic energy efficiency and improve access to affordable warmth. The report highlighted the leading role the Council had taken in developing and delivering ECO funding initiatives and the opportunities and challenges that this funding presents.

The Executive Member for Environment in presenting the report advocated Member involvement in identifying residents who could benefit from the initiative. The Executive Member for Health and Wellbeing expressed support for the initiative and highlighted how the initiative supported the City's Health and Wellbeing Strategy. In response to comments regarding the targeting of the initiative, the Executive Member for the Environment provided assurance of the wide remit of the scheme to ensure the scheme would provide benefits to the city as a whole. Comments in respect of the re-emphasis of any future Bulk Fuel purchasing initiatives were also noted.

RESOLVED

- a) To note the contents of the report and that the Board extends support to the ongoing work to secure ECO and other funding to improve access to affordable warmth.
- b) To delegate authority to the Director of Environment and Housing to submit a proposal to DECC for a share of the £20m funding available for area based Green Deal/ECO schemes

LEADER OF COUNCIL'S PORTFOLIO

115 Monthly Financial Health Report

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

Comments made in respect of budget for the Sports and Active Recreation service were noted.

RESOLVED – That the projected financial position of the authority after six months of the financial year 2013/14 be noted

116 Capital Programme 2013-16: Quarter 2 Update

The Deputy Chief Executive submitted a report providing the Quarter 2 update for the Capital Programme 2013-16

RESOLVED –

- a) To note the increase in the General Fund and HRA Capital Programme 2013-16 of £41.4m since Quarter 1 largely due to confirmation of additional funding allocations such as Targeted Basic Need and Flood Alleviation;
- b) To note that the borrowing required to fund the Capital Programme in 2013/14 has reduced by £22m, therefore the Capital Programme is affordable within the approved debt budget for 2013/14, and that further work is underway to ensure that future debt costs are maintained within the overall Medium Term Financial Plan;
- c) To approve the injection into the capital programme of the following:
 - £14,589.8k funded by Targeted Basic Need grant to contribute to the delivery of school expansions schemes at five primary schools and two special schools in the city, as detailed in paragraph 3.2.3;
 - £542.3k in relation to Capital Receipts to be utilised by ward Councillors under the Capital Receipts Incentive Scheme (CRIS);
- d) To note that the above decision to inject funding will be implemented by the Chief Officer (Audit & Investment).

117 Treasury Management Strategy Update 2013/14

The Deputy Chief Executive submitted a report providing the Board with a review and update on the 2013/14 Treasury Management Strategy – previously approved by Executive Board on 15th February 2013.

RESOLVED – To note the contents of the update on the Treasury Management borrowing and investment strategy for 2013/14.

118 Citizens@Leeds: Developing a new approach to Poverty and Deprivation

Draft minutes to be approved at the meeting to be held on Wednesday, 18th December, 2013

The Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the actions being taken to develop an approach to tackle poverty and deprivation in the City and seeking approval to implement a range of initiatives intended to provide an integrated package of support for key groups. Additionally, approval was sought for an action plan to tackle high cost lending and to develop a new Community Hub approach for face to face service provision.

Discussion followed on the use of the term “Community Council” in the approach proposed for the local decision making model intended to replace the existing Area Committee structure. It was noted that further consideration of this was required, having regard to the provisions of the Local Government and Public Involvement Act 2007.

The four key propositions of the Citizens@Leeds initiative were outlined within the appendices to the report as being:

- To provide accessible and integrated services
- To help people out of financial hardship
- To help people into work and
- To be responsive to the needs of local communities.

Members acknowledged the need to support residents experiencing financial hardship and noted comments regarding the impact of welfare changes and current position in respect of rent arrears. In conclusion, the Board welcomed the approach outlined and in particular the work already undertaken to address the prevalence of high cost lenders in the city, and noted the intention to present a further report to the December Board meeting which would address the issues of helping people into work and being responsive to the needs of local communities.

RESOLVED

- a) To endorse the “accessible and integrated services” and “helping people out of financial hardship” propositions as detailed in Appendices 1 and 2 of the submitted report;
- b) To support the principle to establish community hubs as a new approach to local face-to-face service provision, in accordance with the draft design principles contained with Appendix 3 of the submitted report, and subject to detailed consultation with services, staff and trade unions;
- c) That, in support of recommendation b) above, the Assistant Chief Executive (Citizens and Communities) be authorised to take forward the development of three ‘pilot’ community hubs at the Compton Centre, St George’s Centre and Armley One Stop Centre working closely with services and partners affected;
- d) To approve the proposed initiatives aimed at providing wrap-around support to the four target groups identified in paragraph 3.6 of the submitted report, delegating authority to the Assistant Chief Executive (Citizens and Communities) to identify funding streams and commission 3rd sector services to support the initiatives;
- e) To authorise the Assistant Chief Executive (Citizen and Communities) to take appropriate action to stop high cost lenders promoting and

Draft minutes to be approved at the meeting
to be held on Wednesday, 18th December, 2013

advertising their services within and on council facilities and assets and seek support from partners to institute similar arrangements in their areas of influence;

- f) To authorise the Assistant Chief Executive (Citizens and Communities) to take forward those discussions and actions set out in paragraph 3.7.4 of the submitted report to seek support for restricting the advertising of high cost lenders on billboards and other public advertising media;
- g) To receive a progress report on the broader high cost lending campaign to a future Executive Board to coincide with the annual progress report of the Illegal Money Lending Team.
- h) To note that a further report will be presented to the December 2013 meeting detailing the proposals for the “helping people in work” and “responsive to the needs of local communities” propositions.

119 Armed Forces Update

The Assistant Chief Executive (Citizens and Communities) submitted a report on the implementation of the Armed Forces Community Covenant in Leeds – adopted to address the wider community and family based issues which are commonly faced by the local Armed Forces community residing in the city. The report provided an update on activity to embed the aims of the covenant into council and partners’ policies and practices, and also presented information on other activity that is taking place to support the Armed Forces community across Leeds. Proposals were also included to further develop and implement activity to deliver the ambitions of the community covenant and to meet the needs and expectations of the Armed Forces community within Leeds.

Comments regarding the delegation of functions to support the aims of the covenant were noted. The important role of members was emphasised and the need to have a lead member for Armed Forces issues. In considering this Members noted the intention to create an all-party member Champion Group and supported officer proposals that such a group should be led and chaired by an Elected Member who would take on the overall lead member role for Armed Forces issues. The introduction of this new member group to be considered by Member Management Committee. In response to a Member comment regarding measuring the success of the Covenant, it was noted that this would be a matter for the Partnership Group to progress

RESOLVED -

- a) To support the proposal that nuclear test veterans are specifically included within the Leeds Armed Forces Community Covenant, to recognise and support at a local level their unique service conditions. As such; the Leeds Armed Forces Community Covenant will be amended with immediate effect to reflect this decision.
- b) To agree that lead responsibility for the council’s and city’s response to the Armed Forces Community Covenant is formally delegated to the Assistant Chief Executive (Citizens and Communities) with immediate effect.
- c) To support the proposal to establish a cross party Armed Forces member champion group, with immediate effect, to support and

promote the Leeds Armed Forces Community Covenant and act as a member advisory group for the development of future Armed Forces Day events.

- d) To support the planned activity being co-ordinated by Museums and Galleries to mark the commemorations of the First World War.
- e) To support the proposals to develop the city's annual Armed Forces Day events through a wider partnership approach led by the Assistant Chief Executive (Citizens and Communities).

HEALTH AND WELLBEING

120 Leeds Drug and Alcohol Strategy and Action Plan 2013 - 2016

The Director of Public Health submitted a report describing how the Leeds Drug and Alcohol Strategy and Action Plan (2013 – 2016) will be used to tackle the impact of drug and alcohol misuse in Leeds. The report also sought approval for the implementation of the Plan ahead of a process of re-tendering drug and alcohol treatment services in 2014.

In presenting the report, the Executive Member for Health and Wellbeing highlighted the partnership working undertaken with the Children's Trust Board and Safer Leeds to produce the Plan and reported an update to the figures presented for the number of on and off-licensed premises for the sale of alcohol in Leeds.

RESOLVED -

- a) To note and approve the Leeds Drugs and Alcohol Strategy and Action Plan for implementation between 2013 and 2016 by the Leeds Drugs and Alcohol Management Board
- b) To delegate responsibility for the implementation of the Leeds Drugs and Alcohol Strategy and Action Plan to the Director of Public Health.
- c) To note that a further report is scheduled for the January 2014 Executive Board setting out plans to re-tender drug and alcohol services in Leeds.

DEVELOPMENT AND THE ECONOMY

121 Response to Council Deputation - Swillington Oulton Woodlesford HS2 Action Together (SOWHAT) Regarding High Speed Rail

The Board considered the report of the Director of City Development setting out the Departmental response to the Deputation presented to the September Full Council meeting by the Swillington, Oulton and Woodlesford HS2 Action Together (SOWHAT) campaign group concerning the Government's proposals for the HS2 Phase 2 route (Birmingham to Leeds) in the vicinity of their communities.

The report considered the request from SOWHAT for support for their campaign to relocate the HS2 route and for a better compensation package for those affected. Members acknowledged the need to balance and separate the strategic and positive impact that HS2 as a national infrastructure project would bring to the City against the perceived local impact.

The report highlighted that Central Government had responsibility for all matters concerning the development of the proposals, including compensation. The Board noted that work would continue to try to secure the best route for Leeds.

RESOLVED –

- a) To note the content of the report and the response to the Deputation;
- b) To recognise the significant and understandable concerns of the local communities situated on the initial proposed route of HS2 and the present limited scope of the Exceptional Hardship Scheme for compensation;
- c) To request that a further report detailing the proposed City Council response to HS2 Phase 2 be submitted for the Board's consideration; and
- d) To note:
 - The timescales for implementation as outlined in section 3.13
 - That the Head of Transport Policy will be responsible for implementation

122 Elland Road Park and Ride

The Director of City Development submitted a report updating the Board on the progress made since April 2013 on proposals for a bus based park and ride site on land adjacent to Elland Road Stadium and seeking approval for the construction and operation of the site.

The report provided detail on the scheme specification, the progress of the associated planning consents, bus service proposals and arrangements for match day car parking provision.

In responding to comments made regarding the viability of the scheme, the Executive Member for Development and the Economy noted that the scheme would take some time to become popular but provided reassurance in respect of the business case. The Board further noted comments in respect of the measures available to ensure the bus service travelled effective routes.

Following consideration of Appendix A to the 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) To approve the construction of the park and ride site, associated link road and bus priority at an estimated cost of £2,800,000;
- b) To approve the injection of an additional £490,000 into the city development capital programme for this scheme (The scheme is currently in the capital programme at £2,310,000), funded from section 106 receipts £175,000, a capital receipt £275,000, and LTP Transport Policy grant £40,000
- c) That authority be given to incur expenditure of £2,800,000 (comprising of works costs £2,330,000, staff fee costs £465,000, and legal / other costs £5,000), funded from the LTP Transport Policy Capital Programme £2,350,000, section 106 receipts £175,000, and a capital receipt £275,000

- d) To endorse Metro entering a 5 year contract for the bus service with the preferred bidder as detailed in Appendix A of the submitted report
- e) To approve the granting of a licence to the preferred bidder to operate from the site and charge a license fee as detailed in Appendix A
- f) And to note:
 - The stages required to implement the decision as outlined in section 3.18 of the submitted report
 - Proposed timescales for implementation as outlined in section 3.18 of the submitted report
 - That the Head of Transport Policy will be responsible for implementation

123 Chapeltown to City Centre Cycle Route - Capital Scheme Number: 16426 / 000 / 000

The Director of City Development submitted a report on the development of the Chapeltown to City Centre Cycle route, seeking authority to fund construction of the works and related fees. Additionally, authority was sought to advertise the proposed amendments to existing Waiting Restriction Traffic Regulation Orders and the provision of new Waiting/Loading Restriction Orders and if no valid objections are received, then to make, seal and implement the orders. The total estimated cost of the proposed scheme was detailed as £1,500,000.

In presenting the report, the Executive Member for Development and the Economy highlighted that this route would provide connectivity between existing and proposed routes with the city centre. A Member comment regarding the safety of the route through Sheepscar Interchange was discussed, noting that this scheme provided segregation for cyclists at this point to ensure their safety.

RESOLVED –

- a) To note the proposals contained in this report which are a key element of the Cycle City Ambition Grant.
- b) That authority be given to incur expenditure of £1,310,000 works costs, £140,000 staff costs and £10,000 legal costs, to be funded £1,010,000 from the LTP Transport Policy Capital Programme, and £450,000 from the Sustrans' Link to Communities fund. In addition to this, authority is given to incur expenditure of £40,000 staff fees funded from the LTP Transport Policy capital programme was approved on an initial design and cost report in October 2011.
- c) To note the report and approve (subject to TROs) the proposed highway works as outlined in Section 3.1 of the submitted report and indicated on the overview drawing included as Appendix 1 and General Arrangement drawings HDC/716426/GA/01c and HDC/716426/GA/02b contained in Appendix 2, at an estimated total cost of £1,500,000
- d) To approve the areas of footway to be converted to cycle track (as detailed in drawings TPP 32-02-009-SU1 and 2 included in Appendix 4), and fulfill the requirements of the Highways Act 1980, that allow this (as detailed in paragraph 4.6.3 of the submitted report);
- e) To instruct the City Solicitor to revoke relevant items currently in force in an existing movement restriction and waiting restriction Traffic Regulation Orders and to advertise draft Traffic Regulation Orders in

relation to extending the length covered by various waiting and loading restrictions as indicated on drawing referenced HDC-716426-TRO-01 (see appendix 3) and, if no valid objections are received then make, seal and implement the orders.

- f) To note:
- that should approval be forthcoming, works will be issued to term contractors once the call-in procedure has been cleared.
 - the proposed timescales for implementation as outlined in paragraph 3.2 of the report
 - that the Head of Transport Policy will be responsible for implementation

124 Bridgewater Place

The Director of City Development submitted a report seeking approval from the Executive Board to hold in abeyance the Council's current commission with consultants to design highway baffles across Water Lane on the grounds that Bridgewater Place's owners had confirmed in writing they would progress a comprehensive wind mitigation scheme, including the highway baffles, through design and planning permission.

RESOLVED –

- a) To note the latest developments and to agree that the Council holds in abeyance its commission with consultants to design baffles across Water Lane. This follows the receipt of written confirmation from the agents acting on behalf of the owners of Bridgewater Place, that they will progress through design and planning permission the three identified wind mitigation measures, comprising baffles across Water Lane, a canopy and vertical screens to the building.
- b) To note that:
- As this report is concerned with agreeing to hold in abeyance the design work on a scheme, the action will be complete when approval is granted by the Executive Board
 - The decision will take immediate effect
 - The Chief Officer of Highways and Transportation will be responsible for advising the owners of Bridgewater Place of the Council's decision.

125 Design and Cost Report for Sovereign Square Green Space

The Director of City Development submitted a report providing Members with an update on the current proposals for the Sovereign Street green space (Sovereign Square) and seeking authority to spend for the creation of the new public square. The estimated cost for the delivery of the green space proposals were detailed in Appendix A of the report.

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

RESOLVED –

- a) That authority be given to incur expenditure as set out in confidential Appendix A for the first 2 phases (1&1a) of Sovereign Square, to be funded from the capital programme. Further phases being delivered as

the development plots are completed utilising funds from section 106/CIL payments which will be specifically allocated for this purpose

b) To note:

- the works as outlined in section 3.1 of this document and as detailed in the drawing contained in Appendix B at the estimated cost set out in the confidential Appendix A.
- the proposed timescales for implementation as outlined at paragraph 3.2 of the submitted report
- that the Chief Asset Management and Regeneration Officer will be responsible for implementation.

126 Late Item - Parking Permit Charges

The Director of City Development submitted a report providing an update on the progress and consultation on initial proposals for the introduction of a charge for resident's parking permits and seeking a decision on the further progress of this matter.

The report detailed the outcome of consultation undertaken so far, the findings of a Scrutiny Board review and the outcome of a recent court case - R (on the application of David Attfield) v London Borough of Barnet and discussed the implication of this case on the proposals.

The report concluded that, following completion of the survey and consultation and in the light of the scrutiny review; the initial proposals had been reviewed and reconsidered; and whilst there clearly was a case for considering alternative measures to ensure the longer term and fundability of this service area, at the same time there were a range of issues arising from the consultation process which give reason to reconsider the initial proposal to develop charging proposals. In view of the findings, it was therefore recommended that the present proposals should not be progressed at the present time

In presenting the report, the Executive Member for Development and the Economy noted and welcomed the high public response rate to the consultation and reported that further work would be done to review the usefulness of existing schemes

RESOLVED –

- a) To note the contents of the report and the outcomes of the consultation and survey on initial proposals for making a charge for residents parking permits;
- b) To consider and note the comments of the Scrutiny Board (Sustainable Economy and Culture);
- c) Not to proceed further with the introduction of a charge for residents' parking permits at this time on the basis of the responses and issues raised through the consultation exercise, whilst noting the costs associated with providing this service and the Council's overall challenging budget position;
- d) To request officers further consider the views of residents, with a view to re-evaluating the criteria used to determine residents' parking schemes, ensuring a tailored approach to address the different needs

across the city, reviewing those schemes which are no longer deemed appropriate by the public and considering how further economies can be made in relation to this service.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

127 Deputations to Council and South (Outer) Area Committee on behalf of Residents of Angel Row, Rothwell, and Middleton Lane and Middleton Avenue, Rothwell, opposing the potential housing on site 3081A and B, Hope Farm, Wakefield Road, Rothwell

The Director of Environment and Housing submitted a report setting out the Council's response to the Deputations made to Full Council and South (Outer) Area Committee opposing the potential housing on site 3081A and B, Hope Farm, Wakefield Road, Rothwell.

The verbatim of the Deputation presented to Full Council on 11th September 2013 was included as Appendix 1 to the report with the minutes of the South (Outer) Area Committee held 16th September 2013 included at Appendix 2.

The report addressed a number of local concerns raised through the deputations, and in presenting the report; the Executive Member for Neighbourhoods, Planning and Support Services highlighted that the issues raised were currently being considered as part of the Core Strategy Examination process and preparation of the Site Allocations plan.

RESOLVED – To note the contents of the report

128 2014/15 Council Housing Capital Programme

The Director of Environment and Housing submitted a report on the potential resources available to support the Council Housing Capital Programme in 2014/15. The report outlined the approach proposed to develop the Programme and provided a headline summary of the proposed Programme including the four priority areas used to identify the order of the Programme. Additionally, the report highlighted that the proposed Programme would continue to be developed and consulted upon during the coming months; with the final Capital Programme being reported to the Housing Advisory Board and then included within the Council Budget report to Executive Board in February 2014.

In presenting the report, the Executive Member for Neighbourhoods, Planning and Support Services addressed comments made regarding references to the status of the Programme contained in the recommendations to the report and agreed an amendment in order to refer to the Programme as "draft"

RESOLVED

- a) That the increase in HRA capital resources available in 2014/15 be noted;
- b) To agree the proposed approach for the prioritisation of resources in the draft 2014/15 Council Housing Capital Programme as outlined in the report;
- c) To note the Capital Programme for 2014/15;

Draft minutes to be approved at the meeting
to be held on Wednesday, 18th December, 2013

- d) To agree the next steps to finalise the Capital Programme which will be submitted to Executive Board for approval as part of the Council's Annual Budget Report in February 2014.

DATE OF PUBLICATION: 8th NOVEMBER 2013

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 15TH NOVEMBER 2013

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 18th November 2013)