

**Report of the Head of Governance and Scrutiny Support**

**Report to Scrutiny Board (Environment, Housing and Communities)**

**Date: 26 July 2018**

**Subject: Waste Management and Kerbside Collection – Scoping Discussion**

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

**1. Summary of Main Issues**

- 1.1 At its meeting on the 28 of June 2018, Scrutiny Board (Environment, Housing and Communities) considered their work programme for the 2018/19 municipal year. At this meeting the Board considered a request for Scrutiny regarding refuse collection and identified current performance and the developing waste management strategy as a potential area of focus for this municipal year.

**2. Recommendation**

The Scrutiny Board (Environment, Housing and Communities) is recommended to:

- a) note the information contained within this report, and the report of the Chief Officer Environmental Services.
- b) agree the scope of the review/inquiry having regard to advice provided in paragraphs 2.2 and 2.3
- c) agree that terms of reference be drafted by the Principal Scrutiny Advisor and brought to the next Scrutiny Board meeting for consideration and agreement.

## **1 Purpose of this report**

- 1.1 This report sets out information to support the Scrutiny Board in determining the scope of work required for an inquiry into current kerbside collection of domestic waste and the evolving waste management strategy, in order to determine draft terms of reference for agreement at the following Scrutiny Board meeting.

## **2. Determining the Scope of a Scrutiny Review or Inquiry**

- 2.1 At its meeting on the 28 of June 2018, Scrutiny Board (Environment, Housing and Communities) considered their work programme for the 2018/19 municipal year. At this meeting the Board considered a request for Scrutiny regarding refuse collection, and identified current performance and the developing waste management strategy as a potential area of focus for this municipal year

- 2.2 When considering any are of work the Board should

- Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame;
- Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review;
- Seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources;
- Avoid duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue;
- Balanced in terms of the workload across the Scrutiny Boards and as to the type of Scrutiny taking place;
- Sufficiently flexible to enable the consideration of urgent matters that may arise during the year.

- 2.3 When considering the scope of any potential review or inquiry the Scrutiny Board should consider the following:

- What are the specific areas/issues that require further Scrutiny, and where can Scrutiny provide support and challenge, and add value?
- What are the desired outcomes linked to this review?
- Is there a specific deadlines linked to this review?
- What information is required?
- Who needs to be involved, and possible contributors to the review.

For example:

- Leeds City Council Officers
- Elected Members
- Key Partners, Stakeholders, Government Departments and Community Organisations

- 2.4 Draft terms of reference will be drawn up to reflect the Boards conclusions. The Chair and the Principal Scrutiny Advisor will also consult with the relevant Director and Executive Board Members regarding resources in order to determine the scheduling of work, which will be reflected in the work programme presented for

formal consideration and approval by the Scrutiny Board at the next Scrutiny Board meeting. Therefore guidance will be sought from Council Officers by the Principal Scrutiny Advisor in order to develop the terms of reference for the potential review or inquiry.

### **3. Timetable of work**

- 3.1 Any review or inquiry can take place over a limited number of sessions from September 2018 until the end of December 2018. In accordance with the current schedule of meetings any Scrutiny statements or inquiry report arising would need to be agreed on or before the meeting 13 March 2019. The length of any review and range of evidence to be collected is subject to change by agreement of the Board. Any changes may have an impact on the completion date of statements/inquiry report for agreement by the Scrutiny Board.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

The board may undertake consultation should it be deemed appropriate in order to conduct gather necessary evidence.

### **4.2 Equality and Diversity / Cohesion and Integration.**

- 4.2.1 Equality Improvement Priorities have been developed to ensure our legal duties are met under the Equality Act. The priorities will help the council to achieve its ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.
- 4.2.2 Equality and diversity should be a consideration throughout any Scrutiny review/inquiry and due regard should be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.
- 4.2.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to gather evidence.

### **4.3 Council Policies and City Priorities**

The work of the Scrutiny Board should support objectives as defined in The Vision for Leeds 2011 – 2030 and the Best Council Plan 2018/19 – 2020/21.

### **4.4 Resources and Value for Money**

There is no resource or value for money implications relating to this report.

### **4.5 Legal Implications, Access to Information and Call In**

None

### **4.6 Risk Management**

There are no risk implications relating to this report.

## **5 Recommendations**

The Scrutiny Board (Environment, Housing and Communities) is recommended to:

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## **6 Background documents<sup>1</sup>**

None

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<sup>1</sup> 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.