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## SCRUTINY BOARD (DEVELOPMENT)

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Meeting to be held in on  
Tuesday, 20th June, 2006 at 10.00 am

A pre-meeting will take place for ALL Members of the Board  
in a Committee Room at 9.30 am

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### MEMBERSHIP

#### Councillors

B Cleasby (Chair)	-	Horsforth
P Davey	-	City and Hunslet
D Hollingsworth	-	Burmantofts and Richmond Hill
G Latty	-	Guiseley and Rawdon
R Lewis	-	Pudsey
M Lobley	-	Roundhay
A Lowe	-	Armley
A Millard	-	Wetherby
A Ogilvie	-	Beeston and Holbeck
N Taggart	-	Bramley and Stanningley
Whips Nominee	-	

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

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**Principal Scrutiny Adviser:**  
**Richard Mills**  
**Telephone No: 2474557**

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Rules (in the event of an Appeal the press and public will be excluded).</p>	
2			<p><b>EXCLUSION OF THE PUBLIC</b></p> <p>To identify items where resolutions may be moved to exclude the public.</p>	
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstance shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 13 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p>	
6			<p><b>MINUTES OF LAST MEETING OF SCRUTINY BOARD (CITY DEVELOPMENT)</b></p> <p>To receive the attached minutes of the meeting of Scrutiny Board (City Development) held on 25<sup>th</sup> April 2006.</p>	1 - 6

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7			<p><b>UPDATE FROM THE DIRECTORS OF DEVELOPMENT AND NEIGHBOURHOODS AND HOUSING</b></p> <p>To receive a presentation from the Director of Development and Director of Neighbourhoods and Housing outlining current and future issues facing the departments in the preparation for setting the initial work programme for the Board 2006/07.</p>	7 - 8
8			<p><b>WORK PROGRAMME</b></p> <p>To receive the report of the Head of Scrutiny and Member Development proposing guidelines for the development of a work programme for Scrutiny Board (Development).</p>	9 - 26
9			<p><b>DATES AND TIMES OF FUTURE MEETINGS</b></p> <p>To agree the proposed dates and times of future meetings:</p> <p>20<sup>th</sup> June 2006, 18<sup>th</sup> July 2006, 12<sup>th</sup> September 2006, 10<sup>th</sup> October 2006, 21<sup>st</sup> November 2006, 19<sup>th</sup> December 2006, 23<sup>rd</sup> January 2007, 20<sup>th</sup> February 2007, 20<sup>th</sup> March 2007 and 24<sup>th</sup> April 2007.</p> <p>All meetings to be held at 10.00am in the Civic Hall, Leeds.</p>	

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# Agenda Item 6

## SCRUTINY BOARD (CITY DEVELOPMENT)

25<sup>th</sup> APRIL 2006

**PRESENT:** Councillor Cleasby in the Chair  
Councillors Grayshon, Harington,  
Hollingsworth, Latty and Millard

**102 Welcome**

The Chair welcomed everyone to the April meeting of the Scrutiny Board (City Development).

**103 Late Item**

In accordance with his powers under Section 100(b)(4)(b) of the Local Government Act 1972, the Chair agreed to admit to the agenda as a late item of urgent business, the Scrutiny Board (City Development)'s Annual Report (Agenda Item 12, Minute No. 112 refers), in order to expedite the work of the Board.

**104 Declarations of Interests**

There were no declarations of Interest.

**105 Apologies for Absence**

Apologies were submitted on behalf of Councillors Barker and Hamilton. Apologies were also submitted on behalf of Councillor Atha who had however attended and contributed to the discussions at the pre-meeting.

**106 Minutes of Last Meeting**

**RESOLVED** – That the minutes of the meeting held on 21<sup>st</sup> March be approved as a correct record.

**107 Executive Board Minutes**

**RESOLVED** – That the minutes of the meeting of the Executive Board held on 22<sup>nd</sup> March 2006 be received and noted.

**108 Overview and Scrutiny Minutes**

**RESOLVED** – That the minutes of the meeting of the Overview and Scrutiny Committee held on 6<sup>th</sup> March 2006 be received and noted.

**109 Inquiry into Leeds City Region**

The Head of Scrutiny and Member Development submitted a covering report summarising the evidence the Board had so far received on the development of the city region concept nationally and locally. A report was attached from the Chief Executive's Department providing brief background information on the key issues of transport and skills which had been identified by the Council Plan as areas for development and which would be the particular focus of the April meeting. It was explained that connectivity/transport and skills/labour supply had been recognised by the Leeds City Region Partnership as two of the six fundamental areas where a step change was needed in order to boost overall economic growth in the region. The report also provided information

on the witnesses attending the meeting and information on recently published information.

Nicole Brock, Head of Regional Policy, Leeds City Council, introduced the session and the witnesses; to speak on how transport was not fully aligned with the labour market and travel to work patterns at a sub regional and city region level were John Jarvis, Northern Way Transport Project Director, Paul Roberts, Planning Manager at METRO, and Dave Gilson, Head of Transport Policy, Leeds City Council; to speak on interventions to improve skill levels and the mismatch between labour location and supply were David Hodges, Yorkshire and Humber Regional Skills Director from the Learning and Skills Council, Martin Dean, Senior Programme Manager from the Leeds Initiative, and Val Snowden, Head of Jobs and Skills from Leeds City Council.

Firstly John Jarvis gave a presentation on the Northern Way's Transport investment priorities for strategic projects across the three northern regional development agencies. Then Paul Roberts gave a Powerpoint presentation on how the transport agenda was being delivered in the sub region and city region. He spoke of the work underway to develop a new Vision for Transport across the city region and the newly formed city region Congestion Partnership which is likely to look to a potential TIF transport innovation fund bid.

Members asked questions and raised points on;

- whether the £18.5m of the £100m Northern Way Growth Fund was sufficient,
- transport connections across the Pennines,
- who provides the finance,
- the present capacity of the A65 Skipton to Leeds route,
- commercial transport,
- using the waterways for freight,
- whether there was a hierarchy of transport, reducing congestion and incentives to use public transport,
- overcrowding on trains,
- the need for a rail link to Leeds Bradford International Airport,
- whether there was dialogue with other city regions, and
- opportunities for involvement of individual Councillors.

Next David Hodges gave a presentation on the work of the Learning and Skills Council in Yorkshire and the Humber. David was joined by Martin Dean and Val Snowden who provided more information from the Leeds perspective.

Members asked questions on and were given more information on the issues around;

- the sharing and collection of data,
- funding,
- worklessness,
- involvement of employers in skills training,
- the Train to Gain initiative,
- the Junior Job Guarantee programme,

- bringing together skills and employment within Leeds, and
- how national policies were being translated into local initiatives.

Nicole Brock concluded the session by advising Members that a business case had been submitted by the Leeds City Region Partnership to Rt Hon David Miliband MP in February 2006, and was outlined in the document 'Your City Your Future'. An extract from this document, covering the agreed proposals for transport and skills which aimed to achieve a greater strategic fit at a city region level, was included in the report under Appendix 1.

The Chair thanked the witnesses for attending the meeting and for their presentations.

(Note: Councillor Harington left the meeting at 11.45am during the above discussions.)

**RESOLVED –**

- (a) That the report be noted.
- (b) That the presentations from the witnesses be noted.

**110 Members' Questions**

The Head of Scrutiny and Member Development submitted a report outlining the provisions contained in the Scrutiny Board Procedure Rules for Members to ask questions of the Director who Chairs the corresponding Corporate Priority Board (in this case, Jean Dent, Director of Development) on a range of service issues.

The Board agreed that there were no questions to ask of the Director of Development at this meeting.

**RESOLVED –** That the report be noted.

**111 Planning a Better Future – Planning and Development Services**

The Head of Scrutiny and Member Development submitted a covering report summarising the background to the request for further information by the Board on the Strategic Review of Planning and Development Services. Attached was a report from the Director of Development explaining that the purpose was to consult with Scrutiny Board on the key issues that had been identified for attention in the attached draft final report 'Planning a Better Future – a Strategic Change Programme for Planning and Development Services in Leeds' and proposals to address these issues.

Jean Dent, Director of Development, gave a Powerpoint presentation and responded to Members' questions. Also in attendance from Development were Helen Cerroti, Development Project Manager, Sue Wraith, Head of Planning Services and Steve Speak, Chief Strategy and Policy Officer. Apologies for not being able to present the report were submitted on behalf of Ian Andrews, the report author.

Members were advised that Leeds City Council provided one of the biggest and busiest planning services in the country, receiving approximately 7,500 applications per year. The Section had generally met targets for the last three

years but at the cost of good customer service and high staff turnover. The reasons for change, a vision for the service and priorities for change were detailed. Finally the key themes to come out of the review to improve the service were outlined.

Members were advised that it was hoped that a review and action plan would be presented to the Executive Board in June and that the proposed improvements would be implemented on a phased basis. The Scrutiny Board's views were being sought on the report's findings at the meeting and Members would also be welcome to pass on any comments after the meeting to the Director before the middle of May.

Members generally expressed their support for the review and the seven key themes and recommendations. Certain aspects of the report were discussed in more detail and questions were asked in particular on the issues of Member training, the use of the private sector, the appropriateness of placing planning notices in the press and staffing. The Board's views in particular to solutions on staff recruitment, retention, training and remuneration were given.

**RESOLVED –**

- (a) That the reports and Members' comments be noted.
- (b) That progress on the solutions to the issues as outlined in the report be scrutinised at a future meeting of the Board.

**112 Late Item - Annual Report**

The Head of Scrutiny and Member Development submitted a report which presented the first draft of the Scrutiny Board (City Development)'s contribution to the Scrutiny Board Annual Report.

Members expressed the view that the draft report should be amended to include more emphasis on the Board's concerns and recommendations on the topics discussed. The report should then be circulated to Members for approval before being submitted for inclusion in the Scrutiny Board Annual Report.

**RESOLVED –** That the Scrutiny Board (City Development)'s draft contribution to the composite Annual Report to Council be amended as above and circulated to Members for approval.

**113 Work Programme**

The Head of Scrutiny and Member Development submitted a report on the Board's Work Programme, together with the Forward Plan of Key Decisions pertaining to this Board's Terms of Reference covering the period 1<sup>st</sup> April to 31<sup>st</sup> July 2006, for Members' consideration.

The Principal Scrutiny Adviser advised that, as this was the final meeting of the municipal year, suggestions from Members for issues to be carried over into the next municipal year, in addition to those listed in the attached work programme, were being sought.



**RESOLVED –**

- (a) That the report and Appendices be noted.
- (b) That items on the Review of Planning and Development Services, Public Transport and Leeds Bradford International Airport be added to the outstanding issues to be carried over into the next municipal year.

The Chair thanked the Board Members for their participation over the year and the meeting concluded at 1.15pm.

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Originator: R Mills

Tel: 2474557

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Development)

Date: 20<sup>th</sup> June 2006

Subject: Update from the Directors of Development and Neighbourhoods and Housing

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**Electoral Wards Affected: All**

**Specific Implications For:**

Ethnic minorities

Women

Disabled people

Narrowing the Gap

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## 1.0 INTRODUCTION

- 1.1 As part of the work programme setting process, the Chair has invited the Directors of Development and Neighbourhoods and Housing to attend the first meeting of the Board in order to discuss current and future issues facing the departments.
- 1.2 Members may also wish to raise issues with the Directors in preparation for setting the initial work programme. An invitation has also been extended to the Executive Board Member responsible for Development.

## 2.0 RECOMMENDATION

- 2.1 Members are requested to note the discussion and consider the work programme for the coming year in the light of the issues raised.

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Originator: R Mills

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**Report of the Head of Scrutiny and Member Development**

**Scrutiny Board (Development)**

**Date: 20<sup>th</sup> June 2006**

**Subject: Work Programme**

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**Electoral Wards Affected:**

**Specific Implications For:**

Ethnic minorities

Women

Disabled people

Narrowing the Gap

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**1.0 INTRODUCTION**

1.1 This report proposes guidelines for the development of a work programme for this Scrutiny Board.

1.2 Members will be aware that Scrutiny Boards are now aligned to Executive Board portfolios. For this Board, the remit includes the responsibilities within the portfolio of the Executive Board Member for Development. These areas of responsibility are identified in **appendix 1**.

1.3 Whilst the remit of the Board is now aligned to Executive responsibilities, Members will be aware that the Comprehensive Performance Assessment for the Council has highlighted the need to focus on the corporate priorities outlined in the Corporate Plan. Members may wish therefore to focus the work programme on those issues which include the following priorities within the Corporate Plan:

- Develop high-quality transport.
- Create Leeds as a leading city in Europe which has an international reputation.
- Further develop the role of Leeds as the regional capital.
- Make sure the skills of the workforce match the skills needed to stay competitive.

A list of the activities and measures of success relating to these priorities, as outlined in the Corporate Plan is at **appendix 2**.

1.4 The policy development areas include:

- The provision of strategic property and asset management services;
- Economic, transport and planning policy development;
- Planning and building control services;
- Land drainage activities;
- The provision of architectural and highways design related services;
- Regeneration
- the 'Going up a League' and the 'Regional Capital' aims of the Vision for Leeds, and
- Leeds Renaissance programmes

**2.0 WORK PROGRAMME**

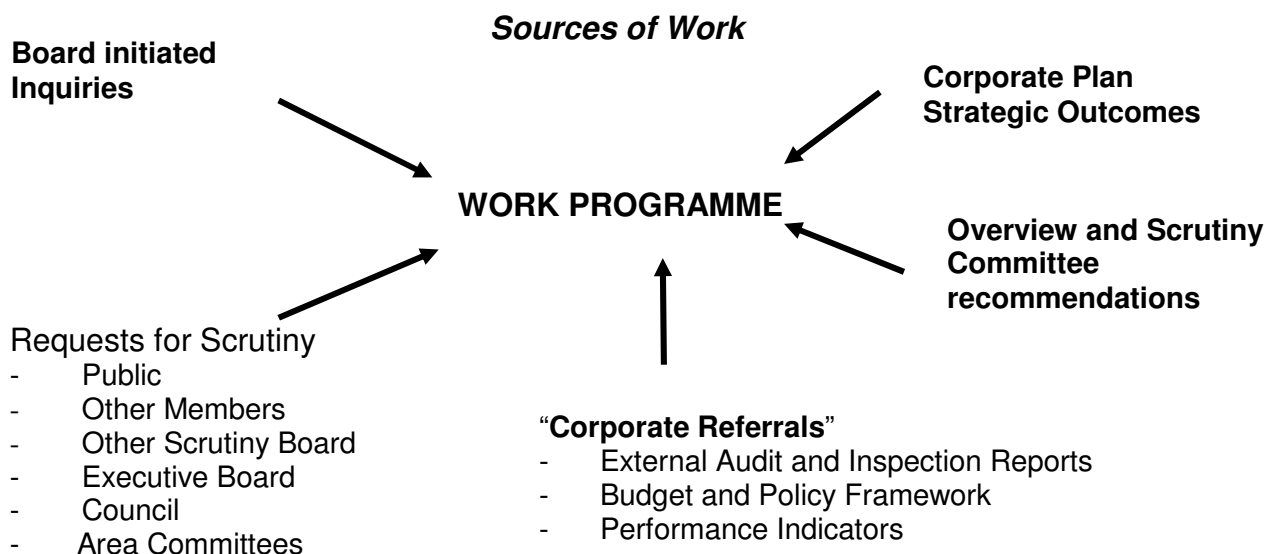
2.1 Scrutiny Boards perform a number of roles. These include:

- holding the Executive to account including the review of executive decisions;
- review and development of policy;
- performance monitoring and review in relation to the objectives set out in the Corporate Plan 2005/08 and Council Plan;
- undertaking tasks as determined within the Council's Constitution;
- evaluating and monitoring initiatives and pilot work.<sup>1</sup>

2.2 The development of a manageable work programme enables Members to undertake:

- Effective planning of the Board's time and workload;
- The identification of priorities for inquiry, based on the Corporate Plan 2005/08 priorities;
- The allocation of financial and human resources to support the Board;
- Planning of evidence from Councillors, Officers and potential external witnesses allowing the provision of written submissions in advance where required;
- Informing the public in advance of the Board's proposed activities, thereby enhancing their ability to participate.

2.3 Scrutiny Board work comes from a number of different sources:



<sup>1</sup> Leeds City Council Comprehensive Performance Assessment Report – Audit Commission December 2002 e.g. Headingley Streetscene Pilot was evaluated by City Services in 2003/4

- 2.4 These different elements will require forward planning and the Board will need to consider giving priority to the Corporate Plan 2005/08 strategic outcomes. The Board will also need to create a manageable workload. Over the last few years of Scrutiny Board work, experience has shown that the process is more effective if the Board seeks to minimise the number of substantial inquiries running at one time. Overview and Scrutiny Committee advice is that the Board considers the benefits of single item agendas (excluding miscellaneous information and minutes) in order to focus on all the relevant evidence and complete the inquiry in a shorter period of time. There are various mechanisms available to assist the Board in concluding inquiries quickly whilst the issues are pertinent, such as working groups and site visits.
- 2.5 Previous experience has shown that the majority of work is initiated by the Board itself and given that there will be a number of competing demands, this work needs to be carefully selected in order to reflect the priorities associated with the relevant strategic outcome within the Corporate Plan 2005/08 and Council Plan to ensure the Council is achieving those stated aims.
- 2.6 Carry over items from the previous municipal year under Scrutiny Board (City Development) are included in the work programme provided at **appendix 3**.

### **Overview and Scrutiny Committee**

- 2.7 The Board should also be aware that the Overview and Scrutiny Committee has the power to undertake inquiries into matters which fall within the remit of more than one Scrutiny Board.
- 2.8 The Overview and Scrutiny Committee will from time to time also recommend Inquiry subjects to relevant Boards, which should be taken into account when the Board discusses its work programming.

### **Work programming**

- 2.9 Following discussions with the Directors, and/or the Executive Member at the first meeting of the municipal year, it is proposed that Board Members make suggestions for:
- (a) Inquiries (taking into account the corporate priorities in the Corporate Plan)
  - (b) Inquiries into emerging policy issues, reviewing existing policies, reviewing performance of significant parts of the service or issues of high public interest
  - (c) Reviews of proposed executive decisions using sources such as the Forward Plan of Key Decisions (attached at **appendix 4**)
- 2.10 It is suggested that the Board agrees an outline work programme that prioritises the issues to be investigated. The work programme would need, in accordance with the protocols, to fairly reflect minority party concerns.

## **3.0 RECOMMENDATION**

- 3.1 Members are requested to agree the details of the Board's work programme.

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## Scrutiny Alignment with Executive Member Portfolios

Appendix 1

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<p><b>Overview and Scrutiny</b></p>	<p><b>Central and Corporate</b> Cllr Mark Harris Liberal Democrat Group</p> <p><b>Customer Services</b> Cllr David Blackburn Green Group</p>	<p>Chief Executive, Director of Corporate Services and Director of Learning and Leisure (functions relating to Jobs and Skills only<sup>1</sup>)</p>	<ul style="list-style-type: none"> <li>• Equality and diversity, communications, performance, customer services, procurement, risk management and international relations activities;</li> <li>• HQ support services including ICT, Human Resources, legal and financial services;</li> <li>• Democratic services including member support, committee/scrutiny support, corporate governance and the Lord Mayor's office;</li> <li>• Corporate support for Public Private Partnership ventures.</li> <li>• Jobs and skills</li> <li>• 'Narrowing the Gap' aim of the Vision for Leeds.</li>   <li>• The delivery of the Council's 'Customer Strategy';</li> <li>• The provision and further development of the Council's Contact Centre, One Stop Shops and Welfare Rights services.</li> </ul>

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<sup>1</sup> Function (a) of the officer delegation to the Director of Learning and Leisure  
Part 3 Section 3B  
Page 1 of 5  
Issue 1 –May 2006

## Scrutiny Alignment with Executive Member Portfolios

Appendix 1

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<p><b>Development</b></p>	<p><b>Development</b> Cllr Andrew Carter Conservative Group</p>	<p>Director of Development Director of Neighbourhoods and Housing (Functions relating to Regeneration only<sup>2</sup>)</p>	<ul style="list-style-type: none"> <li>• The provision of strategic property and asset management services;</li> <li>• Economic, transport and planning policy development;</li> <li>• Planning and building control services;</li> <li>• Land drainage activities;</li> <li>• The provision of architectural and highways design related services;</li> <li>• Regeneration</li> <li>• the 'Going up a League' and the 'Regional Capital' aims of the Vision for Leeds, and</li> <li>• Leeds Renaissance programmes</li> </ul>

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<sup>2</sup> Function (d) of the officer delegation to the Director of Neighbourhoods and Housing  
Part 3 Section 3B  
Page 2 of 5  
Issue 1 –May 2006

## Scrutiny Alignment with Executive Member Portfolios

Appendix 1

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<b>City Services</b>	<b>City Services</b> Cllr Steve Smith Liberal Democrat Group	Director of City Services	<ul style="list-style-type: none"> <li>• Highway Maintenance</li> <li>• Parking enforcement</li> <li>• Catering</li> <li>• Building maintenance and cleaning</li> <li>• Corporate fleet management</li> <li>• Client transport services</li> <li>• Street cleaning</li> <li>• Refuse collection and waste management</li> </ul>
<b>Neighbourhoods and Housing</b>	<b>Neighbourhoods and Housing</b> Cllr John Leslie Carter Conservative Group	Director of Neighbourhoods and Housing (excluding Regeneration) <sup>3</sup>	<ul style="list-style-type: none"> <li>• Housing (condition and occupation)</li> <li>• The reduction of crime, disorder and anti-social behaviour</li> <li>• Environment and consumer protection</li> <li>• Neighbourhood renewal and area-based working arrangements</li> </ul>

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<sup>3</sup> Functions (a) to (c) and (e) to (g) of the officer delegation to the Director of Neighbourhoods and Housing  
Part 3 Section 3B  
Page 3 of 5  
Issue 1 –May 2006

## Scrutiny Alignment with Executive Member Portfolios

Appendix 1

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<b>Children's Services</b>	<b>Children's Services Lead Executive Member</b> Cllr Richard Brett Liberal Democrat Group	Director of Children's Services; Director of Learning and Leisure <sup>4</sup> and the Chief Social Services Officer <sup>5</sup> (in so far as functions relate to children)	<ul style="list-style-type: none"> <li>• functions of the authority in its role as children's services authority (including arrangements to promote co-operation to improve the well-being of children);</li> <li>• social services functions so far as they relate to children (and young people leaving care);</li> <li>• health services – functions exercisable on behalf of an NHS body so far as they relate to children;</li> <li>• functions of the authority as LEA</li> </ul>
	<b>Children's Services Support Executive Member</b> Cllr Richard Harker Liberal Democrat Group	Director of Children's Services and Director of Learning and Leisure (functions pertaining to early years, education and youth services) <sup>6</sup>	
<b>Leisure</b>	<b>Leisure</b> Cllr John Procter Conservative Group	Director of Learning and Leisure (functions pertaining to Leisure) <sup>7</sup>	<ul style="list-style-type: none"> <li>• Libraries, record repositories, museums and art galleries, public entertainments, halls and venues and the arts;</li> <li>• Parks</li> <li>• Sports facilities</li> <li>• Countryside management</li> <li>• cemeteries, crematoria, burial grounds and mortuaries;</li> </ul>

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<sup>4</sup> Functions (b) and (g) of the officer delegation to the Director of Learning and Leisure

<sup>5</sup> Function (a), and functions (b), (c) and (d) of the officer delegation to the Chief Social Services Officer, so far as they relate to children.

<sup>6</sup> Function (d) of the officer delegation to the Director of Children's Services, and functions (b) and (g) of the officer delegation to the Director of Learning and Leisure

<sup>7</sup> Functions (c), (d), (e) and (f) of the Officer Delegation to the Director of Learning and Leisure

## Scrutiny Alignment with Executive Member Portfolios

*Appendix 1*

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
<b>Health and Adult Services</b>	<b>Adult Health and Social Care</b> Cllr Peter Harrand Conservative Group	Statutory Health Scrutiny functions for NHS bodies within Leeds  Director of Adult Social Services, and Chief Social Services Officer <sup>8</sup> (in so far as functions do not relate to children)	<ul style="list-style-type: none"> <li>• The provision of adult health and social care services</li> </ul>

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<sup>8</sup> Functions (b), (c) and (d) of the officer delegation to the Chief Social Services Officer, in so far as these do not relate to children.  
 Part 3 Section 3B  
 Page 5 of 5  
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## **Scrutiny Board (Development) portfolio and details within the Corporate Plan**

### **Activities identified within the Corporate Plan**

- We will develop high quality transport
- We will create a leading city in Europe which has an international reputation
- We will further develop the role of Leeds as the regional capital
- We will make sure the skills of the workforce match the skills needed to stay competitive

### **Measures of success within the Corporate Plan**

- Gain a “well above average” assessment for our Local Transport Plan
- Increase the percentage of in-bound non-car journeys at peak period to 45%
- Increase the proportion of local businesses who say they are satisfied that the Council and its partners are helping to create a good business environment in Leeds
- Increase the number of foreign students enrolled at the city’s universities
- Improve our performance in the European Cities Monitor
- Maintain the national ranking (4<sup>th</sup>) of Leeds prime shopping quarter
- Increase the percentage of the population of working age qualified to NVQ level 4 and 5
- Increase the percentage of the population of working age qualified to degree level
- Continue to meet statutory targets (currently 60%) for major commercial and industrial planning applications determined within 13 weeks
- Continue to meet statutory targets (currently 65%) for minor commercial and industrial applications determined within 8 weeks
- Ensure the quality of the Planning Service is 100% when measured against a best practice check list
- Increase the percentage of school leavers progressing to full-time or part-time education and training

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**SCRUTINY BOARD (DEVELOPMENT) - WORK PROGRAMME**

ITEM	DESCRIPTION	NOTES	DATE ENTERED INTO WORK PROGRAMME
<b>Meeting date: 18th July 2006 - The deadline for reports for this meeting is 10am 29<sup>th</sup> June 2006</b>			
<b>Meeting date: 12th September 2006 -The deadline for reports for this meeting is 10am 17<sup>th</sup> August 2006</b>			
<b>Leeds City Region</b>	<b>To consider the Board's final report and recommendations following completion of it's Inquiry on Leeds City Region in April 2006</b>	To consider this report which will include public transport and skills	June 2006
<b>Meeting date: 10th October 2006 - The deadline for reports for this meeting is 10am 21<sup>st</sup> September 2006</b>			
<b>Meeting date: 21st November 2006 -The deadline for reports for this meeting is 10am 2<sup>nd</sup> November 2006</b>			
<b>Meeting date: 19th December 2006 -The deadline for reports for this meeting is 10am 30<sup>th</sup> November 2006</b>			
<b>Planning a Better Future – Planning and Development Services</b>	That progress on the solutions to the issues as outlined in the Director's report be scrutinised at a future meeting of the Board	The Scrutiny Board (City Development) considered a report on this matter on 25 <sup>th</sup> April 2006	June 2006
<b>Meeting date: 23rd January 2007 - The deadline for reports for this meeting is 10am 4<sup>th</sup> January 2007</b>			
<b>Meeting date: 20th February 2007 - The deadline for reports for this meeting is 10am 1<sup>st</sup> February 2007</b>			
<b>Meeting date: 20th March 2007 - The deadline for reports for this meeting is 10am 1<sup>st</sup> March 2007</b>			

### SCRUTINY BOARD (DEVELOPMENT) - WORK PROGRAMME

ITEM	DESCRIPTION	NOTES	DATE ENTERED INTO WORK PROGRAMME
<b>Meeting date: 24<sup>th</sup> April 2007 - The deadline for reports for this meeting is 10am 29<sup>th</sup> March 2007</b>			
<b>Annual Report</b>	To consider the Board's submission to the Scrutiny Boards Annual Report	In accordance with Council Procedure Rules the Overview and Scrutiny Committee co-ordinates submission of the Annual Report to Council.	

Other Issues to be considered for inclusion in the Board's Programme

Leeds Bradford International Airport

Public Transport

**LEEDS CITY COUNCIL****FORWARD PLAN OF KEY DECISIONS**For the period 1<sup>st</sup> June 2006 to 30th September 2006

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Leeds Local Development Framework and Leeds UDP Review – West Leeds Area Action Plan (DPD, Stage 2C & D)	Executive Board (Portfolio – Development)	14/06/06	Development Department and CMT as appropriate	The report to be issued to the decision maker with the agenda for the meeting	Director of Development
Leeds Local Development Framework and Leeds UDP Review – To consider the Statement of Community Involvement (Stage 3 pre-examination)	Executive Board (Portfolio: Development)	14/06/06	Development Department and CMT as appropriate	The report to be issued to the decision maker with the agenda for the meeting	Director of Development
The former Royal Park Primary School- to note the outcome of the work undertaken to investigate the viability of implementing proposals considered at November 2003 Executive Board meeting, and to seek approval for proposals in respect of marketing the property against a brief requiring the inclusion of community elements and on the premise the Council will retain long term control of the property by granting a long leasehold interest.	Executive Board (Portfolio: Development)	14/06/06	Ward Members and Area Management Committee	The report to be issued to the decision maker with the agenda for the meeting	Director of Development
The Future of Abbey Mills and St Ann's Mills, Kirkstall, Leeds- To consider the options for securing the future of Abbey Mills and St Ann's Mills, Kirkstall, Leeds	Executive Board (Portfolio: Development)	05/07/06	Ward Members, Kirkstall residents and tenants	The report to be issued to the decision maker with the agenda for the meeting	Director of Development

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Leeds Unitary Development Plan Review- to recommend that the Council now agrees to progress the Plan to formal adoption	Executive Board (Portfolio: Development)	05/07/06	As described in the report	The report to be issued to the decision maker with the agenda for the meeting - Schedule of representations received and the Council's Statement of Reasons	Director of Development
Pudsey Bus Station – Associated Highway Works – Authority to implement highway works associated with the redevelopment of Pudsey Bus Station	Executive Board (Portfolio: Development)	16/8/06	Ward Members have been presented with the redevelopment proposals and are in support. A public exhibition was held in July 2005. Consultation with METRO is ongoing. Consultation with key stakeholders, emergency services and other affected bodies (specific to the highway works) will commence in February 2006	The report to be issued to the decision maker with the agenda for the meeting	Director of Development
Leeds City Council's Shareholding in Leeds Bradford International Airport- Leeds City Council to participate in a majority or outright disposal of it's shares in the Leeds Bradford Airport Company	Executive Board (Portfolio: Development)	20/9/06		The report to be issued to the decision maker with the agenda for the meeting	Director of Development
Leeds Local Development Framework and Leeds UDP Review – City Centre Action Plan (DPD, Stage 2C & D)	Executive Board (Portfolio – Development)	20/09/06	Development Department and CMT as appropriate	The report to be issued to the decision maker with the agenda for the meeting	Director of Development

## **NOTES**

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £500,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

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

### **Executive Board Portfolios**

### **Executive Member**

Central and Corporate  
Development  
City Services  
Neighbourhoods and Housing  
Leisure  
Learning  
Children's Services  
Social Care and Health  
Narrowing the Gap  
Leader of the Labour Group  
Advisory Member

Councillor Mark Harris  
Councillor Andrew Carter  
Councillor Steve Smith  
Councillor John Leslie Carter  
Councillor John Procter  
Councillor Richard Harker  
Councillor Brian Jennings  
Councillor Peter Harrand  
Councillor David Blackburn  
Councillor Keith Wakefield  
Councillor Judith Blake

## LEEDS CITY COUNCIL

### BUDGET AND POLICY FRAMEWORK DECISIONS

<b>Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b>
Council Plan	Council	21 <sup>st</sup> June 2006	Via Executive Board in accordance with requirements	Report to be issued to the decision maker with the agenda for the meeting	Chief Executive
Leeds Unitary Development Plan – to agree to progress the Plan to formal adoption	Council	19 <sup>th</sup> July 2006	Via Executive Board in accordance with requirements	Report to be issued to the decision maker with the agenda for the meeting	Director of Development

#### **NOTES:**

The Council's Constitution, in Article 4, defines those plans and strategies which make up the Budget and Policy Framework. Details of the consultation process are published in the Council's Forward Plan as required under the Budget and Policy Framework.

Full Council (a meeting of all Members of the Council) are responsible for the adoption of the budget and policy framework.