



SCRUTINY BOARD (CITY DEVELOPMENT)

Meeting to be held in Civic Hall on
Tuesday, 19th June, 2007 at 10.00 am

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

MEMBERSHIP

Councillors

R Pryke (Chair)	-	Burmantofts and Richmond Hill
G Driver	-	Middleton Park
J Dunn	-	Ardsley and Robin Hood
P Ewens	-	Hyde Park and Woodhouse
J Harper	-	Armley
M Lobley	-	Roundhay
J Monaghan	-	Headingley
R Procter	-	Harewood
B Selby	-	Killingbeck and Seacroft
A Shelbrooke	-	Harewood
N Taggart	-	Bramley and Stanningley

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

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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 Rules (in the event of an Appeal the press and public will be excluded).</p>	
2			<p>EXCLUSION OF THE PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public.</p>	
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 circumstance shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF INTERESTS</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 12 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p>	
6			<p>MINUTES OF LAST MEETING</p> <p>To receive and approve the minutes of the last Scrutiny Board (Development) meeting held on 24th April 2007.</p>	1 - 4
7			<p>EXECUTIVE BOARD MINUTES</p> <p>To receive the Executive Board minutes of the meeting held on 16th May 2007.</p>	5 - 10

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8			<p>OVERVIEW AND SCRUTINY MINUTES</p> <p>To note the minutes of the Overview and Scrutiny Committee meeting held on 2nd April and 16th May 2007.</p>	11 - 18
9			<p>SCRUTINY BOARD (CITY DEVELOPMENT) - TERMS OF REFERENCE</p> <p>To consider a report of the Head of Scrutiny and Member Development outlining the arrangements for Scrutiny for 2007/08 and the Scrutiny Board (City Development)'s Terms of Reference.</p>	19 - 24
10			<p>THE BOARD'S WORK PROGRAMME - SOURCES OF WORK AND ESTABLISHING THE BOARD'S PRIORITIES</p> <p>To consider a report of the Head of Scrutiny and Member Development proposing guidelines for the development of the Board's work programme, together with a copy of the Forward Plan of Key Decisions pertaining to this Board's Terms of Reference for the period 1st June 2007 to 30th September 2007.</p>	25 - 36
11			<p>PERFORMANCE MANAGEMENT INFORMATION</p> <p>To consider a report of the Head of Scrutiny and Member Development presenting performance management information relevant to the Board's portfolio, covering the full 2006/07 year.</p>	37 - 46
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting of the Board will be held on 24th July 2007 at 10.00am with a pre-meeting for Board Members at 9.30am.</p>	

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Agenda Item 6

SCRUTINY BOARD (DEVELOPMENT)

TUESDAY, 24TH APRIL, 2007

PRESENT: Councillor B Cleasby in the Chair
Councillors D Hollingsworth, G Latty,
R Lewis, M Lobley, A Millard and A Ogilvie

88 Chair's Welcome

The Chair welcomed Members and Officers to the final meeting of the Board for the Municipal year.

89 Late Items

There were no late items, however Minute No. 67 of the Executive Board Minutes of 20th September 2006, which was relevant to Item 9 'Town and District Centre Car Parking Strategies' (Minute No. 95 refers), was circulated for information.

90 Declaration of Interests

Councillors Latty and Lobley declared personal interests in Agenda Item 9 (Minute No. 95 refers), 'Town and District Centre Car Parking Strategies', as their respective Area Committees had commissioned consultants Mouchel Parkman to carry out a town and district centre parking study.

91 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor Davey.

92 Minutes of Last Meeting

RESOLVED – That the minutes of the meeting held on 20th March 2007 be approved as a correct record.

93 Executive Board Minutes

RESOLVED – That the minutes of the Executive Board meeting held on 14th March 2007 be noted.

94 Overview and Scrutiny Minutes

RESOLVED – That the minutes of the Overview and Scrutiny Committee meeting held on 5th March 2007 be noted.

95 Town and District Centre Car Parking Strategies

Draft minutes to be approved at the meeting
to be held on Tuesday, 19th June, 2007

The Director of Development submitted a report updating Members on work being undertaken to develop a framework to set the priorities and guide the future development of parking strategies for town and district centres. Attached was the report to the Executive Board of 20th September. The minute from the Executive Board, relevant to this item, was also circulated to the Board.

The Chair welcomed to the meeting Steve Speak, Chief Strategy and Policy Officer and Andrew Hall, Policies and Programme Manager, both from the Development Department. Members were advised that it was envisaged that the results of the study and the consultant's recommendations would be available by the end of May 2007.

Lengthy discussion ensued on the contents of the report. Members understood that parking in town and district centres needed to be managed otherwise local economies would suffer.

In brief the following issues were discussed:

- **Charging for parking**
- **Park and Ride**
- **Local Businesses**
- **Partnership working**
- **Public transport**
- **The changing face of town and district centres**
- **Resources required to implement the consultant's recommendations**
- **The City Region Partnership**

RESOLVED –

- (a) That the general approach adopted by the Executive Board be supported.
- (b) That the Director of Development submit a report, following publication of the consultant's findings, to this Scrutiny Board or its successor in the new municipal year, prior to the matter being considered by the Executive Board.

96 Annual Report 2006/2007

The Head of Scrutiny and Member Development submitted a report presenting the Board's draft contribution to the composite Scrutiny Board Annual Report that would be approved by Council.

Members requested that the section on 'Parking in Town and District Centres' be expanded to take account of this meeting's discussions and that the layout be simplified for ease of reference.

RESOLVED – That the Scrutiny Board (Development)'s draft contribution to the Annual Report be approved subject to the amendments as above.

Members gave their best wishes to the Chair in his forthcoming term as Lord Mayor and the Chair thanked Board Members and Officers for their contributions during the year.

The meeting concluded at 10.45am.

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EXECUTIVE BOARD

WEDNESDAY, 16TH MAY, 2007

PRESENT: Councillor A Carter in the Chair

Councillors M Harris, R Brett, J L Carter, R Harker,
P Harrand, J Procter, S Smith, K Wakefield and J Blake

Councillor Blake – Non-voting Advisory Member

237 Exclusion of the Public

RESOLVED – That 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 the exempt information so designated as follows:

- (a) Appendix 1 to the report referred to in minute 254 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because publication could prejudice the Council's commercial interests as the appendix contains commercial information confidential to the Council.

238 Declaration of Interests

Councillor Wakefield declared a personal interest in the item relating to the review of 14-19 provision in Leeds as a member of the Learning and Skills Council.

239 Minutes

RESOLVED – That the minutes of the meeting held on 4th April 2007 be approved.

ADULT HEALTH AND SOCIAL CARE

240 Response to Deputation from Parents and Carers Action Group for Terry Yorath House

The Director of Adult Social Services submitted a report in response to the Deputation before Council on 18th April and on issues relating to the future provision of service at Terry Yorath House.

RESOLVED – That consideration of this matter be deferred pending the submission of a further report.

LEISURE

Draft minutes to be approved at the meeting
to be held on 13th June 2007

241 River Safety Management at Wharfemeadows Park, Manor Park and Tittybottle Park, Otley

RESOLVED – That consideration of proposals to improve water safety at Wharfemeadows Park, Manor Park and Tittybottle Park, Otley be deferred to the June meeting of the Board excepting that the Chief Recreation Officer be requested to progress fencing proposals by the river in the vicinities of the weir and the children’s play area.

CHILDREN'S SERVICES

242 Review of 14 - 19 Provision in Leeds

Further to minute 151 of the meeting held on 24th January 2007 the Chief Executive of Education Leeds submitted a report on the Review of 14-19 Provision in Leeds and on the proposed next stage of development.

RESOLVED – That consideration of the vision and approach and the development of an implementation plan be deferred to the June meeting of the Board to allow consideration in the light of the proposals of the Learning and Skills Council.

ADULT HEALTH AND SOCIAL CARE

243 Older People's Long Term Care Strategy - Reprovision for Greenlands Home for Older People

The Director of Adult Social Services submitted a report providing an update on progress on the strategy for Local Authority provision of long term care for older people and on a proposal to transfer a site in Guiseley to Anchor Trust at less than best consideration for an extra-care housing development to replace a Home for Older People.

RESOLVED –

- (a) That earlier approvals of the Board for the development of the extra-care housing scheme at Guiseley in partnership with Anchor Trust be confirmed.
- (b) That the land identified in the report be transferred to Anchor Trust on a 125 year lease at nil consideration as outlined in the report, subject to a clawback agreement to recover any excess development profit arising on completion of the scheme.
- (c) That further reports be brought to this Board as the long term care strategy is developed.

CENTRAL AND CORPORATE

244 Illegal Money Lending Project - Legal Authorisations

The Assistant Chief Executive (Corporate Governance) submitted a report on the authorisation given to Birmingham City Council and officers of the illegal Money Lending Team in partnership with West Yorkshire Trading Standards Service, to investigate and institute proceedings against illegal money lenders operating within the Leeds District.

RESOLVED –

- (a) That it be noted that the Assistant Chief Executive (Corporate Governance), under her delegated authority, has authorised Birmingham City Council and the Illegal Money Lending Team to investigate and institute proceedings against illegal money lenders operating within the district of Leeds.
- (b) That a further report be brought to the Board at such time that initial progress can be measured and on comparisons with the Birmingham initiative.

DEVELOPMENT

245 Procurement of a New Strategic Partnership for the Provision of Professional Highways and Transportation Services

The Director of City Development submitted a report on a proposal to commence the procurement of a contract to provide a new Strategic Partnership for the Council for the provision of professional highway and transportation services to replace the existing partnership contract which expires in September 2008.

RESOLVED – That the Director of City Development be authorised to procure a new strategic partnership contract for the provision of professional highways and transportation services to take effect from September 2008.

NEIGHBOURHOODS AND HOUSING

246 Extension of ALMO Management Agreements

The Director of Environment and Neighbourhoods submitted a report setting out a proposal to extend the Management Agreements with the ALMOs until 2013.

RESOLVED – That approval be given to an extension in the term of contract for the ALMOs of five years, extending the existing agreement to 31st January 2013.

247 Neighbourhoods and Housing Lettings Policy Review

The Director of Environment and Neighbourhoods submitted a report on the proposal to implement a revised lettings policy from 4th June 2007.

RESOLVED – That approval be given to the implementation of the lettings policy from 4th June 2007.

248 Food and Health Service Plan 2007/08

Draft minutes to be approved at the meeting
to be held on 13th June 2007

The Director of Environment and Neighbourhoods submitted a report on the proposed Food and Health Team Service Plan 2007/08 prior to submission to full Council for approval as part of the Budget and Policy Framework in June 2007.

RESOLVED – That Council be recommended to approve the 2007/08 Food and Health Service Plan.

249 Area Delivery Plans and Area Function Schedules for 2007/08

The Director of Environment and Neighbourhoods submitted a report giving an overview of the Area Delivery Plans for 2007/08 recently agreed by Area Committees and presenting updated Area Function Schedules for 2007/08.

RESOLVED – That the ten Area Committee Action Plans and the updated Area Function Schedules for 2007/08 be endorsed.

250 Leeds Building Schools for the Future - Phase 1 - Financial Summary at Financial Close on 3rd April 2007.

The Deputy Chief Executive submitted a report summarising the financial position agreed by the parties at financial close and comparing this position to the various approvals and authority given by Executive Board on 24th January (Minute 53) and 14th March 2007 (Minute 205).

RESOLVED – That the report be noted and that staff involved in achieving this outcome be thanked for their contributions.

251 Amendments to the Home to School Transport Policy

The Chief Executive of Education Leeds submitted a report on proposed amendments to the Home to School Transport Policy to be implemented from September 2008 and on legislative changes for primary schools to be implemented in September 2007 in accordance with the Education and Inspections Act.

RESOLVED – That consideration of proposed amendments to the Home to School Transport Policy be deferred and that a revised report be brought to the June meeting of the Board.

LEISURE

252 Landscape Works to Sharp Lane Development, Middleton

The Chief Recreation Officer submitted a report on proposals to carry out landscaping works in accordance with the Section 106 agreement between the City Council and Cofton Limited at a cost of £2,661,890 from a fully funded injection to the 2007/10 Capital Programme.

RESOLVED –

- (a) That approval be given to the injection to the 2007/10 Capital Programme of £2,661,890 funded by Cofton Limited in accordance with the Section 106 agreement with the Council dated 10th February 2005

Draft minutes to be approved at the meeting
to be held on 13th June 2007

and that authority be given to spend £2,322,990 on construction cost and £338,900 on design fees.

253 Rothwell Sports Centre Changing Rooms Refurbishment

The Chief Recreation Officer submitted a report on a proposed scheme to refurbish the wet side changing rooms and sauna area of Rothwell Sports Centre to include new family/group changing facilities.

RESOLVED – That authority be given to spend £520,000 on the refurbishment of the wet side changing rooms at Rothwell Sports Centre.

254 Approval of the Affordability of the New Leaf Leisure Centres PFI Project and Progress Report

The Chief Recreation Officer submitted a report on the affordability of the New Leaf Leisure Centres PFI Project and on progress of the project.

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

RESOLVED – That the affordability of the New Leaf Leisure Centres Project as set out in the exempt appendix 1 to the report and its annex be approved.

255 Deputation to Council regarding St George's Day

The Head of Arts and Events submitted a report in response to the deputation to Council by the Royal Society of St George on 18th April 2007.

RESOLVED – That a further report be brought to this Board on proposals for the celebration of St George's Day in Leeds in 2008 and that the Royal Society of St George be informed of the Council's support for St George's Day.

DATE OF PUBLICATION – 18TH MAY 2007

LAST DATE FOR CALL IN – 25TH MAY 2007

(Scrutiny Support will notify Directors of any items Called In by 12.00 noon on 30th May 2007).

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OVERVIEW AND SCRUTINY COMMITTEE

MONDAY, 2ND APRIL, 2007

PRESENT: Councillor G Driver in the Chair

Councillors B Anderson, B Cleasby,
P Grahame, B Lancaster, T Leadley and
R Pryke

Apologies Councillor J Bale

90 Late Items

The Chair indicated that in accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, he had agreed to accept as a late item of urgent business the draft Scrutiny Annual Report 2006/07, which had not been ready at the time of agenda despatch, because this was the last scheduled meeting of the Committee in the 2006/07 municipal year, and it was important for this report to be approved for submission to Council at the earliest possible opportunity, rather than be left for the newly constituted OSC to deal with after the Annual Meeting.

91 Declaration of Interests

The following declarations of interest were made:-

Councillor Grahame – Gambling Act 2005 – Council’s Statement of Gambling Policy – Leeds Large Casino Development – personal interest in her capacity as a member of a casino (Agenda Item 9, Minute No 95 refers)

Councillor Anderson - Gambling Act 2005 – Council’s Statement of Gambling Policy – Leeds Large Casino Development – personal and prejudicial interest in his capacity as Chair of the Leeds Casino Task Group (Agenda Item 9, Minute No 95 refers)

Councillor Lancaster - Gambling Act 2005 – Council’s Statement of Gambling Policy – Leeds Large Casino Development – personal interest in her capacity as a member of Gala Bingo (Agenda Item 9, Minute No 95 refers)

Councillor Leadley – (a) Request for Scrutiny – Disability Equality Scheme – personal interest in his capacity as a relative of a disabled person (Agenda Item 10, Minute No 96 refers) and (b) Draft Annual Report – Planning Performance – personal interest in his capacity as a Member of Plans Panel West and the Development Plan Panel (Agenda Item 12, Minute No 98 refers)

Councillor Cleasby – Draft Annual Report – Planning Performance – personal interest in his capacity as a Member of the Development Plan Panel (Agenda Item 12, Minute No 98 refers)

92 Minutes - 5th March 2007

RESOLVED – That the minutes of the meeting held on 5th March 2007 be confirmed as a correct record.

93 Minutes - Executive Board, 14th March 2007

Further to Minute No 85 of the OSC meeting held on 5th March 2007, the Chair drew Members attention to Minute No 209 of the Executive Board meeting held on 14th March 2007, and the fact that the Executive Board had now formally requested OSC to undertake a Scrutiny Inquiry into Leeds Comprehensive Performance Assessment issues, with particular focus on the Council's predicted CPA position in future years.

RESOLVED – That subject to the above, the minutes of the Executive Board meeting held on 14th March 2007 be received and noted.

94 Scrutiny Inquiry - "Narrowing the Gap" - Draft Final Report

The Committee considered a draft of its proposed final report in respect of its Inquiry into the Council's 'Narrowing the Gap' strategic priority, together with the responses of the Director of Neighbourhoods and Housing, Councillor Harris, Joint Leader of the Council and Executive Member (Central and Corporate) and the Director of Leeds Initiative to the Committee's recommendations.

Various suggested amendments were discussed. Overall Members considered that they were not in a position to finalise their report until they had discussed again with the respondents their various responses, and that another special meeting of OSC should be arranged in order to enable these discussions to take place.

RESOLVED – That the Head of Scrutiny and Member Development, in consultation with the Chair, arrange a further meeting of the Committee to finalise this report.

95 Gambling Act 2005 - Council's Statement of Gambling Policy - Leeds Large Casino Development

The Director of Legal and Democratic Services submitted a report regarding proposals to review and revise Part F of the Council's Statement of Licensing Policy, which dealt with the way the Council would handle any applications for a large casino licence in its area, following Leeds' successful bid to licence a new large casino in its area.

Michael Romagnoli, Legal and Democratic Services, attended the meeting and informed Members that last week's decision in the House of Lords effectively meant that the Government was going to have to review and rethink its strategy in respect of casinos, which gave the Council longer to review and refine its own policies. He therefore proposed that a full and revised report be submitted to a future OSC meeting.

RESOLVED – That in the circumstances, consideration of this matter be deferred to a later date.

(NB Councillor Anderson declared a personal and prejudicial interest in this item (see Minute No 91) and left the meeting whilst this item was being discussed)

96 Request for Scrutiny - Disability Equality Scheme

Further to Minute No 83, 5th March 2007, the Committee considered a further report submitted by the Chief Officer (Executive Support), as requested by Members at the last meeting.

RESOLVED –

- (a) That in the light of the evidence received, the Committee endorses the Council's approach to a combined equality scheme, and does not consider an Inquiry is warranted at this time
- (b) That an update report be submitted to OSC in six months time.

97 Scrutiny Board Procedure Rules - Guidance Notes

The Head of Scrutiny and Member Development submitted a report relating to some proposed minor variations to the Scrutiny Board Guidance Notes to take account of changed circumstances

RESOLVED –

- (a) That the proposed removal of guidance notes 1 and 8 be approved for the reasons outlined in the report.
- (b) That the Head of Scrutiny and Member Development be authorised to make other minor changes in relation to officers job titles within the guidelines.

98 Draft Annual Report to Council

The Head of Scrutiny and Member Development submitted a draft of the proposed Annual Report of Scrutiny Boards, which had to be submitted annually to Council. Each of the other Scrutiny Boards was considering their contribution to the report during the current cycle of meetings.

RESOLVED – That the proposed final draft, incorporating the contribution of the other Boards, be submitted for consideration at the extra OSC meeting referred to in Minute No 94.

The meeting concluded at 11.27 am.

OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 16TH MAY, 2007

PRESENT: Councillor G Driver in the Chair

Councillors B Anderson, J Bale, B Cleasby,
P Grahame, B Lancaster, T Leadley and
R Pryke

99 Declaration of Interests

No declarations of interest were made.

100 Minutes - 2nd April 2007

RESOLVED – That the minutes of the meeting held on 2nd April 2007 be confirmed as a correct record.

101 Minutes - Executive Board, 4th April 2007

RESOLVED – That the minutes of the meeting of the Executive Board held on 4th April 2007 be received and noted.

102 Scrutiny Inquiry - Narrowing the Gap - Draft Final Inquiry Report

Further to Minute No 94, 2nd April 2007, the Committee considered the draft final report of its Inquiry into 'Narrowing the Gap', together with comments and observations thereon from the Leeds Initiative, Councillor Mark Harris, Alternate Leader of the Council and Executive Member (Central and Corporate) and Neil Evans, Director of Environment and Neighbourhoods.

Councillor Harris, Neil Evans, Steve Williamson, Chair of the Narrowing the Gap Executive, and Kathy Kudelnitsky, Director, and Andrea Tara Chand of the Leeds Initiative, attended the meeting, expanded on their written observations and responded to Members' queries and comments. In brief summary, the main points of discussion were:-

- The inherent tensions and potential conflicts posed by the 'Narrowing the Gap' and 'Going Up A League' initiatives, and the need to give priority to the former in the view of the Committee;
- The deletion of reference to the proposed new casino and arena in Leeds from the 'Introduction and Scope' section of the report in view of the unproven effect either or both would have in terms of the Narrowing the Gap agenda;
- In the same section, the replacement of the phrase 'we do not want to look back at a string of failed schemes' with the more proactive 'We need to be more rigorous when assessing schemes';

Final minutes approved at the meeting
held on 4th June 2007.

- Leeds Initiative was in the process of reviewing its structures, including how the District Partnerships could evolve to include a greater degree of political input and accountability. The review was aimed at making greater use of local structures to address issues in a sustainable manner at local level, taking into account OSC's views regarding the dangers of 'solutions' being imposed on local communities. The Local Area Agreement (LAA) and the Intensive Neighbourhood Management initiatives would inform this review. Part of the process had to be looking at how data was analysed and used. Another part concerned how and what was monitored. Partnership working in Leeds, although not yet perfect, had been recognised nationally as at the forefront of developments in this area, and the LAA review of 2008 and the Government White Paper on greater local scrutiny of services would help to focus partners on joint working and funding arrangements;
- Whilst acknowledging the importance of working with communities at local level, it was also recognised that local people needed to be encouraged to take advantage of City-wide as well as local resources and employment opportunities and issues such as improved transport links were crucial in this regard.

The Chair concluded by thanking everyone who had contributed to the Committee's Inquiry. As part of Scrutiny's recommendation tracking system, progress on the recommendations would be considered by OSC in September.

RESOLVED – That subject to the above minor amendments, the Committee's final report of its 'Narrowing the Gap' Inquiry be approved and circulated appropriately by the Head of Scrutiny and Member Development.

(NB: Councillor Bale joined the meeting at 9.20 am and Councillor Pryke joined the meeting at 9.37 am during the consideration of this item)

103 Draft Annual Report to Council

Further to Minute No 98, 2nd April 2007, the Committee approved the Scrutiny draft Annual Report 2006/07 for submission to Council, subject to two minor amendments.

RESOLVED – That subject to two minor amendments, the Scrutiny Annual Report 2006/07 be approved for submission to Council.

104 Scrutiny Board Arrangements 2007/08

The Head of Scrutiny and Member Development reported that at its meeting earlier that morning, the Council's Corporate Governance and Audit Committee had approved proposed arrangements for the organisation of Scrutiny Boards in the 2007/08 municipal year, which would be submitted for approval at the Annual Council Meeting on 24th May. The recommended arrangements, which linked Boards to Director portfolios, were as follows:

Overview and Scrutiny Committee -	Chief Executive, Deputy Chief Executive, Assistant Chief Executive (Policy Planning and Improvement), Assistant Chief Executive (Corporate Governance), plus co-ordinating and advisory role
Scrutiny Board (Resources) -	Director of Resources
Scrutiny Board (City Development) –	Director of City Development
Scrutiny Board (Culture and Leisure) –	Director of City Development
Scrutiny Board (Environment and Neighbourhoods) -	Director of Environment and Neighbourhoods
Scrutiny Board (Children’s Services) –	Director of Children’s Services
Scrutiny Board (Health and Adult Social Care) –	Director of Adult Social Services

RESOLVED- That the report be noted.

105 Chair's Closing Remarks

Councillor Driver stated that he would not be chairing meetings of OSC in 2007/08 and he thanked Members and officers for all their contributions and hard work during the last municipal year.

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Report of the Head of Scrutiny and Member Development

Scrutiny Board City Development

Date: 19th June 2007

Subject: Scrutiny Board City Development – Terms of Reference

Electoral Wards Affected:



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

1.1 The Council's change programme has established the posts of five Directors and two Assistant Chief Executives:

- a) Children's Services – incorporating the Local Area Agreement (LAA) theme of 'Children and Young people'
- b) Adult Social Services – incorporating the LAA theme of 'Healthier Communities and Older People'
- c) Environment & Neighbourhoods – incorporating the LAA theme of 'Safer and Stronger Communities'
- d) City Development – incorporating the LAA theme of 'Economic Development and the Environment'
- e) Resources
- f) Assistant Chief Executive (Policy, Planning and Improvement)
- g) Assistant Chief Executive (Corporate Governance)

1.2 This has necessitated the need to review Scrutiny Board arrangements.

2.0 Main Issues

2.1 Arising from a review of Scrutiny Board arrangements, Full Council on 24th May agreed the proposal to map Scrutiny Boards to *Director* portfolios, (with an Overview and Scrutiny Committee mapping on to the two Assistant Chief Executive portfolios).

Council also agreed the establishment of a Scrutiny Board to look specifically at leisure and cultural issues.

Scrutiny Boards Mapped to Director Portfolios

OFFICER	SCRUTINY BOARD
Chief Executive, Deputy Chief Executive, Assistant Chief Executive (policy Planning and Improvement), Assistant Chief Executive (Corporate Governance) Plus co-ordinating/advisory role	Overview and Scrutiny Committee
Director of Resources	Scrutiny Board (Resources)
Director of City Development	Scrutiny Board (City Development) Scrutiny Board (Culture & Leisure)
Director of Environment and Neighbourhoods	Scrutiny Board (Environment and Neighbourhoods)
Director of Children's Services	Scrutiny Board (Children's Services)
Director of Adult Social Services	Scrutiny Board (Health and Adult Social Care)

- 2.2 This arrangement has coherent links with the Local Area Agreements and the White Paper's drive to encourage scrutiny to focus on more strategic issues.
- 2.3 The terms of reference for this Scrutiny Board as presented to full Council on 24th May are attached as Appendix 1.
- 2.4 A guide to the service areas for which the Director of City Development has responsibility for is set out in Appendix 2 and is included for Members reference purposes.

3.0 Recommendations

- 3.1 Members are asked to note the arrangements for Scrutiny and this Board's terms of reference.

Appendix 1

Scrutiny Board (City Development)

1. In relation to **City Development**,¹ to exercise the functions of a Scrutiny Board including the following:
 - (a) to review or scrutinise the exercise of any council or executive function, or any other related matter²;
 - (b) to make reports or recommendations to Council or the Executive in connection with the exercise of any functions of the Council or the Executive including proposals for changes to policies and practices;
 - (c) to receive and review external audit and inspection reports;
 - (d) to act as the appropriate Scrutiny Board³ in relation to the Executive's initial proposals for a plan or strategy within the Budget and Policy Framework; and
 - (e) to review corporate performance indicators and to make such reports and recommendations as it considers appropriate.

2. To receive and monitor formal responses to any reports or recommendations made by the Board.

¹ These are

- the functions delegated to the Director of City Development under (a)-(d) of the officer delegation scheme (council functions) and 1 and 2 (a)-(m) of the officer delegation scheme (executive functions); and
- the functions delegated to the Chief Planning Officer under the officer delegation scheme (council functions)
- the functions delegated to the Director of City Services under (a)-(o) of the officer delegation scheme (council functions) and function (c) of the officer delegation scheme (executive functions).

² including matters pertaining to outside bodies and partnerships to which appointments have been made by the authority

³ under the Budget and Policy Framework Procedure Rules

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Appendix 2

Director of City Development Responsibilities related to City Development Scrutiny Board

Property and Asset Management

Economic Development

Transport Policy

Planning Policy

Planning Services

Building Control / Safety at Public Grounds

Land Drainage Activities

Economic Regeneration

Architectural and Highways Design Services

Regeneration

Corporate Issues “Going up a League” and the “Regional Capital” part of the Vision for Leeds

City Centre Management

Business Development Inward Investment

Operation of Retail and Wholesale Markets

Tourism and Promotions

Leeds Renaissance Programmes

Environmental Management – climate change, policy development strategic waste management, environmental improvements

Responsibilities Transferred from City Services Department

Highways Maintenance

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Originator: R L Mills

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 19th June 2007

Subject: The Board's Work Programme – Sources of Work and Establishing the Board's Priorities

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 This report proposes guidelines for the development of a work programme for the City Development Scrutiny Board.
- 1.2 Members will be aware that Scrutiny Boards are now aligned to Director portfolios, with the Overview and Scrutiny Committee mapping on to the two Assistant Chief Executive portfolios of Policy Planning and Improvement and Corporate Governance.
- 1.3 Whilst the remit of this Board is aligned to the area of responsibility of the Director of City Development, Members will be aware that the Comprehensive Performance Assessment for the Council highlighted the need to focus on the corporate priorities outlined in the Corporate Plan. Formulating scrutiny work programmes that demonstrate linkage to the Council's Corporate Plan is, therefore, an ongoing activity, as outlined in the 2005/6 and 2006/7 Scrutiny Annual Reports.
- 1.4 Members will also be aware that the CPA harder test focuses on performance management and the involvement of Members. This includes having a record of focused Member involvement in performance and identifying areas of under performance. The Overview and Scrutiny Committee's newly agreed, more robust, method for dealing with budget and performance information will therefore be embedded into the scrutiny process during 2007/8. A separate item on performance management appears later on in this agenda.
- 1.5 Developments with the Local Area Agreement priorities and targets may form a potential source of work throughout the year for the Board.

2.0 Work Programme

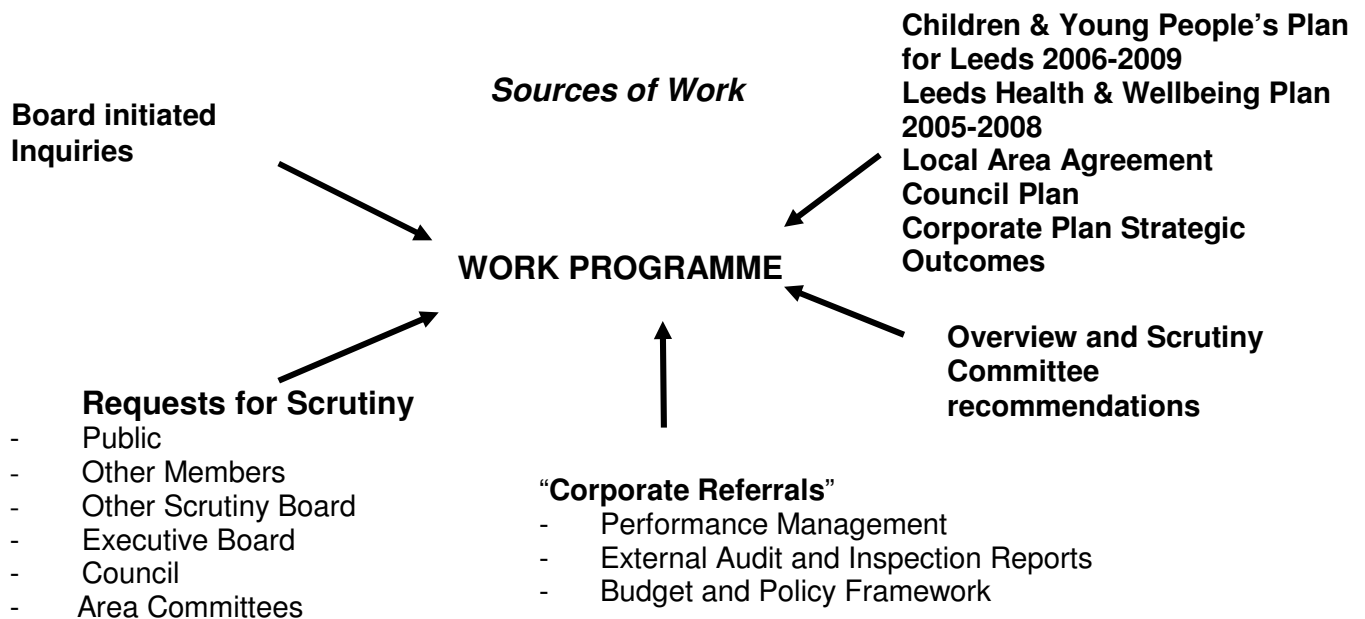
2.1 Scrutiny Boards perform a number of roles. These include:

- 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;
- evaluating and monitoring initiatives and pilot work;
- undertaking tasks as determined within the Council's Constitution.

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:



2.4 In addition, the 2007 Democratic Services survey of Members' opinion of the Scrutiny function highlighted possible areas for further work. A relatively low level of Member satisfaction with "the extent of scrutiny of external partners" indicates that this area might be usefully explored. A lower level of satisfaction "that scrutiny recommendations make a difference" has been partially addressed in the 2007/8 scrutiny action plan with the emphasis on Boards developing SMART (Specific, Measurable, Achievable, Relevant and Timely) recommendations and a new method for tracking and monitoring recommendations in 2007/8. Later in the year, the Board might wish to assess how

well this tracking system works in practice and further investigate the issue of how effective Leeds scrutiny recommendations are in 'making a difference'.

- 2.5 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. The Board is advised to consider 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.
- 2.6 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.

3.0 Work Programming

- 3.1 The Chair has invited the Director of City Development to attend the first meeting of the Board in order to discuss current and future issues facing the services he has responsibility for. Members may also wish to use this opportunity to ask questions of the Director in preparation for setting the initial work programme.
- 3.2 Having regard to the discussions in 3.1 it is proposed that the Board 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
- 3.3 It is proposed 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. A draft work programme is attached as appendix 1 and the current Forward Plan is attached at appendix 2.

3.0 Recommendation

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

Item	Description	Notes	Type of item
Meeting date – June 2007			
Performance Management Information	To receive performance information relating to resources.		PM
Meeting date – July 2007			
Meeting date – September 2007			
Performance Management Information	To receive performance information relating to resources.		PM
Meeting date – October 2007			
Meeting date – November 2007			
Performance Management Information	To receive performance information relating to resources.		PM
Meeting date – December 2007			

Key:

CCFA / RFS – Community call for action / request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

Item	Description	Notes	Type of item
Meeting date – January 2008			
Meeting date – February 2008			
Performance Management Information	To receive performance information relating to resources.		PM
Meeting date – March 2008			
Meeting date – April 2008			
Annual Report	To approve the Board's contribution to the Scrutiny Boards Annual Report 2007/08		

Key:
 CCFA / RFS – Community call for action / request for scrutiny
 RP – Review of existing policy
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Unscheduled Items			
Working Groups			
Working group	Membership	Progress update	Dates of meetings

Key:

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RP – Review of existing policy

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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 June 2007 to 30 September 2007

Appendix 2

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
EASEL Area Action Plan Preferred Options To seek approval of Area Action Plan preferred outlines for formal public consultation.	Executive Board (Portfolio: Development)	13/6/07		The report to be issued to the decision maker with the agenda for the meeting	
Leeds Town Hall as a First Class Concert Hall To consider the feasibility of Leeds Town Hall as a first class concert hall	Executive Board (Portfolio: Development)	4/7/07	Consultation with the public, interested groups and partners within Leeds City Council	The report to be issued to the decision maker with the agenda for the meeting	
Otley Heavy Goods Vehicle Traffic To seek approval for proposals for HGV management in the Otley area	Executive Board (Portfolio: Development)	4/7/07	Neighbouring Local Authorities	The report to be issued to the decision maker with the agenda for the meeting	

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
Pudsey Bus Station - Associated Highway Works Authority to implement highway works associated with the redevelopment of Pudsey Bus Station	Executive Board (Portfolio: Development)	4/7/07	Ward Members have been presented with the redevelopment proposals and are in support. A public exhibition was held in July 2005. METRO is to submit a Planning Application early in 2007. Consultation with key stakeholders, emergency services and other affected bodies (specific to the highway works) will commence in February 2007	The report to be issued to the decision maker with the agenda for the meeting	
Aire Valley Action Plan preferred options Approval of area Action Plan preferred outlines for formal public consultation.	Executive Board (Portfolio: Development)	4/7/07		The report to be issued to the decision maker with the agenda for the meeting	

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

Executive Board Portfolios

Central and Corporate

Development & Regeneration

Environmental Services

Neighbourhoods and Housing

Leisure

Children's Services (Lead)

Children's Services (Support Learning)

Adult Health and Social Care

Leader of Morley Borough Independent Group

Leader of the Labour Group

Advisory Member

Executive Member

Councillor Mark Harris

Councillor Andrew Carter

Councillor Steve Smith

Councillor John Leslie Carter

Councillor John Procter

Councillor Richard Brett

Councillor Richard Harker

Councillor Peter Harrand

Councillor R Finnigan

Councillor Keith Wakefield

Councillor Judith Blake

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Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 19th June 2007

Subject: Performance Management Information

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 INTRODUCTION

1.1 This report presents performance management information relevant to the Scrutiny Board's portfolio, covering the full 2006/07 year.

2.0 BACKGROUND

2.1 Performance management information is routinely reported to all Scrutiny Boards on a quarterly basis, in line with arrangements agreed through the Overview and Scrutiny Committee.

2.2 Attached as appendix 1 is the 2006/07 performance information relevant to the Scrutiny Board (City Development) portfolio. Officers will be in attendance at the meeting to respond to member's questions arising from the performance information.

2.3 In addition the Overview and Scrutiny Committee in June will be considering a corporate report which highlights performance issues across the council arising from the year end performance information, in line with the new arrangements. Overview and Scrutiny Committee is invited to refer any particular matters of concern to individual Scrutiny Boards for further investigation. Any referrals relevant to this Scrutiny Board will be reported verbally at the Board meeting. Appendix 2 is an extract from the report to the Overview and Scrutiny Committee which is relevant to this Board.

3.0 RECOMMENDATION

3.1 It is recommended that the Board considers the performance information and highlights any areas for further scrutiny, as part of developing its work programme for 2007/08.

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Accountability Reporting Guidance

Column No.	Column Title	Key Description	Colour Code
1	Reference	<p>An indicator can have multiple references allowing it to be identified for different purposes. E.G. indicators included in the CPA assessment are prefixed with CPA.</p> <p>Listed below are the prefixes used to identify the different indicators types.</p> <p>CPA – The indicator is included in the CPA Assessment BV – The indicator is part of the Best Value suit of indicators LKI – This indicator is one of Leeds Local Key Indicators CP – This indicator supports objects within the Corporate Plan LAA – This indicator is part of the Local Area Agreement.</p>	
4	Frequency and Measure	<p>This column identifies how frequently the performance information is collected, E.G. Annually. This column also identifies if the data is a % a Number (No.) or collected in days etc...</p>	
5	Good Performance	<p>This column identifies if the performance information in columns 6,7 and 8 should increase or decrease if the service is performing well. You may also see yes or no in this column. There are a number of performance indicators where the audit commission do not specify if the results should rise or fall, for these indicators good performance is N/A.</p>	
8	Current position	<p>The blue shading identifies that data is not available, this will be for one of two reasons.</p> <ol style="list-style-type: none"> 1. The indicator is reported annually, this can be identified by checking the frequency column 2. The information was not available by the reporting deadline, in this case there will be an explanation in the comments column. 	
9	Predicted Full Year Result	Predicted Full year result Will meet target	
		Although the full year result Will Not meet target, a tolerance has been set which scores the indicator as amber.	
		Predicted Full year result Will Not meet target	
10	Year on Year Improvement	Improvement in performance year on year	↑
		Decline in performance year on year	↓
		No improvement or decline in performance year on year	↔
11	All England Top Quartile Based on 2005/06 Year end data	Leeds performance = Top Quartile	
	Satisfaction indicators are based on the 2006/07 quartile information.	Leeds performance = Median Quartiles	
	(Will be updated for 2006/07 in January 2008)	Leeds performance = Bottom Quartile	
12	Core Cities Average (Based on 2005/06 Year End Data)	Core Cities comparison are taken from our following benchmarking partners – Birmingham, Bristol, Leeds, Liverpool, Manchester, Newcastle, Nottingham and Sheffield. To ensure data quality we only compare audited and verified information supplied by the Audit Commission.	
13	Core City position 1 = Top - 8 = Bottom (Based on 2005/06 Year-End data)	This column details where the 2005/06 result is ranked in the results of the 8 Core Cities, with 1= top and 8 = bottom. This is currently based on 05/06 year-end data, we anticipate receiving the 06/07 year end data by February 2008.	
14	Data Quality Issues – Together with projected performance, data quality issues are part of the risk assessment process that is undertaken for each PI included in this report.	Significant Concerns	
		Some Concerns	
		No Concerns	

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City Development Quarter 4 Performance Report 2006/07

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Reference	Title	Service	Frequency & Measure	Good Performance	2005/06 Year-End	2006/07 Target	Current Position as at 31st March 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Quartile Information)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues	Comments
BV-216a CP-EN50	Number of sites of "potential concern" (within the Local Authority area) with respect to land contamination	Contaminated Land	Annually No.	Rise	682.00	2,466.00	1,687.00	1,687.00	↑	No information supplied by the Audit Commission	2593.00	4	No concerns	350 sites were carried forward from 2005/06 BVPI 216a figure. No additional sites were recorded in the 1st and 4th quarters of 2006/07. An additional 150no. and 430no. sites were recorded in the 2nd and 3rd quarters, respectively
BV-216b	Number of sites for which sufficient detailed information is available to decide whether remediation of the land is necessary, as a percentage of all "sites of potential concern"	Contaminated Land	Quarterly %	Rise	13.30	6.10	6.70	6.10	↓	9.00	14.38	3	No concerns	It should be noted that in 2006/07, 516 sites were dealt with compared to only 332 only sites in 2005/06. This represents an additional workload of 184 sites.
CP-ED50	Increase the proportion of businesses who say they are satisfied that the Council and its partners are helping to create a good business environment in Leeds	Economic Development	Annually No.	Rise	54.20	54.20	39.90	39.90	↓	N/A	N/A	N/A	No concerns	In 2006 116 companies out of a total of 1600 Chamber members responded to the survey this gives a response rate of 7.3% which is slightly lower than the 8.6% in 2005. However, in both instances the response rate can be seen to be particularly low. Furthermore considering that there are 18,215 VAT registered businesses in Leeds, with an estimated total of 43,000 enterprises, the validity of the findings is questionable. A report is being prepared that will present a number of options to address how data are collected for this indicator. The report is due to be completed in June.
CP-ED52	Increase the number of international students enrolled at the City's universities	Economic Development	Annually No.	Rise	8,960.00	Year on Year Increase	8,000.00	8,000.00	↓	N/A	N/A	N/A	No concerns	Data for academic year 2005/6 collected by the Higher Education Statistics Agency (HESA). The figure shows a drop in numbers of 960 from 2004/05. It would be impossible for the council to take any actions to influence the outcome of this indicator. One reason for the decrease in student numbers is due to the way in which the statistics are collected. HESA discount both exchange students and those who study their courses outside of the UK. Both LMU and Leeds University in recent years have started to delivery courses in other countries including China.
CP-ED53	Achieve recognition in the European Cities Monitor as an important business location	Economic Development	Annually No.	Rise	3.00	Year on Year Increase	28.00	28.00	↑	N/A	N/A	N/A	No concerns	In previous years Leeds has only ranked 3rd in a secondary list of 'other' cities with which business leaders were familiar. For the first time in 2006 Leeds broke into the top 33 list of the best cities in Europe to locate a business and therefore the ranking of 28th reflects a significant increase on previous years.
CP-ED55	Increase the number of trips (inward and outward) made on scheduled services from and to Leeds Bradford International Airport	Economic Development	Quarterly No.	Rise	2,165,435.00	Year on Year Increase	2,393,851.00	2,393,851.00	↑	N/A	N/A	N/A	No concerns	Year to date figure (Q4) 2,393,851. Q3 figure revised to 524,681 on receipt of confirmed numbers. Due to seasonality, it is more useful to compare each quarter with its equivalent in the previous year. The passenger numbers in Q4 have increased by 9% compared to the same period in 2006. Passenger numbers in 2006/07 have increased by 10% on previous year.
CP-JS55	Increase the percentage of the population of working age qualified to NVQ level four and five	Economic Development	Annually %	Rise	27.50	25.00	26.20	26.20	↓	N/A	N/A	N/A	Some concerns	The availability of data for this indicator is sporadic. At April 2007, the latest available information is for January to December 2005. It is planned to continue reporting against this indicator, despite the erratic flow of data.
LKI-ED10	Regeneration Support Projects- investment secured from private sector/ public grants by current projects	Economic Development	Annually £	Rise	365.40	197.00	253.38	253.38	↓	N/A	N/A	N/A	No concerns	Actual return consists of: Renaissance Leeds - £ 2,137,000 PPPU - £133,662,000 Property Services - £117,580,000 Total - £253,379,000
LKI-ED11	Total number of companies assisted through business grants (all funding streams)	Economic Development	Annually No.	Rise	194.00	200.00	92.00	92.00	↓	N/A	N/A	N/A	No concerns	
LKI-ED12	Total number of new jobs created through Leeds City Council's Business Grant Programme	Economic Development	Annually No.	Rise	157.00	100.00	132.00	132.00	↓	N/A	N/A	N/A	No concerns	
LKI-ED13	Increased business sales through Leeds City Council's Business Grant Programme	Economic Development	Annually £	Rise	17,035,870.00	250,000.00	25,336,204.00	25,336,204.00	↑	N/A	N/A	N/A	No concerns	
LKI-ED3	Assisting local and new companies to invest in Leeds: Total number of enquiries dealt with	Economic Development	Annually No.	Rise	2,083.00	2,000.00	2,277.00	2,277.00	↑	N/A	N/A	N/A	No concerns	The target for 2006/07 was raised to 2,000 (previously 1,400) to reflect trends in recent years, notwithstanding the fact that the number of enquiries received is influenced by many factors outside the control of the Development Department. The second quarter of the year was exceptionally good, which counteracted slightly disappointing third and fourth quarters. The number of enquiries received was 9.3% higher than the number received in 05-06. The number of online enquiries received has increased by 33% whereas the number of direct enquiries received has fallen by 33%. The trend, therefore, is towards an overall increase, but also towards a marked increased in the use of the online service. The end of year result is 13.9% above target and 9.3% above the previous year's result. Given the fact that the number of enquiries received is influenced by the state of the national/global economy, it is felt that the 2006/07 target of 2,000 enquiries is a suitable target for 2007/08. If the target is exceeded again, then the target for 2008/09 will be reviewed accordingly.

City Development Quarter 4 Performance Report 2006/07

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Reference	Title	Service	Frequency & Measure	Good Performance	2005/06Year-End	2006/07 Target	Current Position as at 31st March 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Quartile Information)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues	Comments
BV-106 CPA-E23	Percentage of new homes built on previously developed land	Planning	Monthly %	Rise	96.10	90.00	97.00	97.00	↑	96.74	95.05	4	No concerns	Figures to end of March are 3523 out of 3635 brownfield housing completions (gross)
BV-109a CP-PL50, CPA-E2	Percentage of planning applications determined in line with the Government's new development control targets to determine a) 60% of major applications in 13 weeks	Planning	Monthly %	Rise	53.30	60.00	61.00	61.00	↑	74.90	64.73	7	No concerns	Senior Technical Officers to be appointed to undertake the complex major casework supported by some outsourcing, employment of freelance planners and overtime arrangements and providing administrative support to maximise the capacity of professional officers.
BV-109b CP-PL50, CPA-E2	Percentage of planning applications determined in line with development control targets to determine b) 65% of minor applications in 8 weeks.	Planning	Monthly %	Rise	70.70	65.00	69.90	69.90	↓	81.07	75.36	6	No concerns	It has been decided to focus on achieving planning decisions rather than year on year improvements. Consequently targets have been set to match and maintain the Government's published targets.
BV-109c CPA-E2	Percentage of planning applications determined in line with development control targets to determine c) 80% of other applications determined within 8 weeks	Planning	Monthly %	Rise	81.00	80.00	83.60	83.60	↑	91.39	85.46	7	No concerns	Targets have been set to match and maintain the Government's published targets.
BV-111 CPA-E3	Percentage of Planning applicants satisfied with the service received	Planning	Annually %	Rise	66.00	66.00	59.00	59.00	↓	80.00	69.29	8	No concerns	The focus has been on the quantitative aspects of service delivery to meet the BV109 targets, which are now stabilised. The service can now change emphasis to customer care improvements. Planned actions include additional resourcing within the service, improved levels of information to customers, web site development, customer focus groups and Chartermark applications..
BV-200a CPA-E41	Did the local planning authority submit the Local Development Scheme (LDS) by 28 March 2005 and therefore maintain a 3 year rolling programme?	Planning	Annually Yes/No	Yes	Yes	Yes	Yes	Yes	↔	No information supplied by the Audit Commission	N/A	N/A	No concerns	
BV-200b CPA-E44	Has the Local Planning Authority met the milestones which the current Local Development Scheme (LDS) sets out?	Planning	Annually Yes/No	Yes	No	No	No	No	↔	No information supplied by the Audit Commission	N/A	N/A	No concerns	
BV-200c	Did the local planning authority publish an annual monitoring report by December of the last year?	Planning	Annually Yes/No	Yes	Yes	Yes	Yes	Yes	↔	No information supplied by the Audit Commission	N/A	N/A	No concerns	
BV-204 CPA-E42	The percentage of appeals allowed against the authority's decision to refuse on planning applications	Planning	Monthly %	Fall	23.50	30.00	37.40	37.40	↓	25.00	28.51	7	No concerns	In the last month 4 out of 12 appeal decisions were allowed, contrary to the Council's decision to refuse. The decisions continue to be reviewed in depth with Area Planning Managers and (where appropriate) Plans Panels. Member training has been programmed and officer training is ongoing to ensure soundness in decision making. We will keep the situation under close review and identify any trends. Clearer policy guidelines for householder and garden development have been produced.
BV-205 CP-PL51, CPA-E43	Quality of the planning services checklist	Planning	Quarterly %	Rise	72.00	82.60	82.60	82.60	↑	100.00	90.74	8	No concerns	Previously the major driver in change for this indicator has been the Pendleton Survey, carried out each December. In December 2006 the survey was not carried out, hence there are no results to contribute to BV-205. It is expected that a PARSOL list of service criteria will be used instead, similar to that used for assessing the Planning Delivery Grant. We have asked for clarification from the Audit Commission due to the non-availability of Pendleton Survey results. When the position is clarified we will be able to report against BV-205. We are going to produce a development prospectus to provide a team development approach for the largest development proposals.
BV- 187 CP-RM54	Percentage of the category 1, 1a and 2 footway network where structural maintenance should be considered	Road Maintenance	Annually %	Fall	30.00	30.00	18.90	18.90	↑	12.00	27.13	6	No concerns	Condition surveys were carried on 50% of the footway network with hierarchy 1, 1a or 2 between 1/4/06 and 31/3/07 this data has been used along with survey data from the other half network to produce the PI using an accredited UKPMS software system. The improved performance on last year can be attributed to the targeted maintenance undertaken on the busiest footways within Leeds including Briggate and Commercial Street.
BV-100	Number of days of temporary traffic controls or road closure on traffic sensitive roads caused by local authority road works per km of traffic sensitive roads	Road Maintenance	Annually DAYS	Fall	0.00	0.40	2.92	2.92	↓	0.10	0.84	1	No concerns	Over the year there has been two major schemes which have contributed to the higher than targeted score. These are Stage 7 of the Leeds Inner Ring Road and the East Leeds Link Road which have contributed 384 days to figures used to calculate the BVPI. The service has also undertaken a major highway and bridge maintenance programme. Overall, closures have been kept to a minimum, conducive to carrying out the works in a cost effective manner. As this work will roll into 2007/08, the targets and tolerances for future years have been adjusted accordingly.

City Development Quarter 4 Performance Report 2006/07

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Reference	Title	Service	Frequency & Measure	Good Performance	2005/06 Year-End	2006/07 Target	Current Position as at 31st March 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Quartile Information)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues	Comments
BV-223 CP-RM50	Percentage of the local authority principal road network where structural maintenance should be considered	Road Maintenance	Annually %	Fall	6.00	6.00	9.00	9.00	↓	No information supplied by the Audit Commission	14.48	1	No concerns	The funding for 2006/07 was focussed on local roads rather than A & B roads. The method of calculating this indicator changed during the year and therefore the targets and tolerances set for 2006/07 are invalid. Due to these changes the 2005/06 figure is not comparable to the 2006/07 figure. The Council's performance on principal roads places it among the best performing authorities for both Mets and Core Cities.
BV-224a CP-RM51	Percentage of the non-principal classified road network where maintenance should be considered	Road Maintenance	Annually %	Fall	13.00	12.00	15.00	15.00	↓	No information supplied by the Audit Commission	19.21	3	No concerns	The funding for 2006/07 was focussed on local roads rather than A & B roads. The method of calculating this indicator changed during the year and therefore the targets and tolerances set for 2006/07 are invalid. Due to these changes the 2005/06 figure is not comparable to the 2006/07 figure. The Council's performance on non-principal roads places it among the best performing authorities for both Mets and Core Cities.
BV-224b CP-RM52, CPA-E11	Percentage of the unclassified road network where structural maintenance should be considered	Road Maintenance	Annually %	Fall	23.51	19.50	26.19	26.19	↓	No information supplied by the Audit Commission	16.56	7	No concerns	Last year's PI was reported based on the survey of half the network. This PI reports the true condition of the whole network and is now a baseline for projection of Targets. The methodology for calculating this indicator has changed, and now we must use a 4 year average. This was only communicated to the authority recently and had City Services known about this before, we would have allowed for this in our target setting. As such, the 2006/07 result isn't comparable to the 2005/06 result. Please note, that had the calculation methodology not changed, we would have exceeded our targets and scored 19%. City Services will continue to track this indicator through a local indicator, LK1 224b.
LKI-HM2	The percentage of repairs to dangerous damage to roads and pavements which were carried out within 24 hours from the time of the authority first becoming aware of the damage.	Road Maintenance	Quarterly %	Rise	99.50	96.50	99.55	99.55	↑	N/A	N/A	N/A	No concerns	City Services has exceeded its target on this performance indicator. This is largely due to the mild weather we have experienced which has reduced the amount of flooding and freeze thaw action which contributes towards the damage to roads and pavements.
BV-99A1 CP-TM52	Number of people KSI in road traffic collisions	Road Safety	Annually No.	Fall	435.00	410.00	352.00	352.00	↑	83.00	291.75	7	No concerns	Figures relate to calendar year 2005
BV-99A2 CP-TM52	Percentage change in the number of people killed or seriously injured (KSI) in road traffic collisions since the previous year	Road Safety	Annually %	Fall	-1.81	-7.45	-19.10	-19.10	↑	-19.28	-1.86	6	No concerns	Figures relate to calendar year 2005, compared to 2004.
BV-99A3 CP-TM52	Percentage change in the number of people killed or seriously injured (KSI) in road traffic collisions since the 1994-98 average	Road Safety	Annually %	Fall	-21.48	-26.00	-36.50	-36.50	↑	-40.43	-13.45	3	No concerns	Figures relate to calendar year 2005, compared to 1994/98 average
BV-99B1 CP-TM53	Number of children (aged under 16 years) killed or seriously injured (KSI) in road traffic collisions	Road Safety	Annually No.	Fall	51.00	64.00	39.00	39.00	↑	11.00	45.50	6	No concerns	Figures relate to calendar year 2005
BV-99B2 CP-TM53	Percentage change in the number of children (aged under 16 years) killed or seriously injured (KSI) in road traffic collisions since the previous year	Road Safety	Annually %	Fall	-10.53	-12.30	-23.50	-23.50	↑	-26.45	-4.64	3	No concerns	Figures relate to calendar year 2005, compared to 2004
BV-99B3 CP-TM53	Percentage change in the number of children killed or seriously injured (KSI) in road traffic collisions since the 1994-98 average	Road Safety	Annually %	Fall	-43.96	-29.70	-57.10	-57.10	↑	-55.73	-35.24	2	No concerns	Figures relate to calendar year 2005, compared to the 1994/98 average.
BV-99C1 CP-TM52	Number of people slightly injured in road traffic collisions	Road Safety	Annually No.	Fall	3,691.00	3,809.00	3,440.00	3,440.00	↑	717.50	2,598.38	7	No concerns	Figures relate to calendar year 2005
BV-99C2 CP-TM52	Percentage change in the number of people slightly injured in road traffic collisions since the previous year	Road Safety	Annually %	Fall	-7.93		-6.80	-6.80	↓	-8.55	-3.94	2	No concerns	Figures relate to calendar year 2005, compared to 2004.
BV-99C3 CP-TM52	Percentage change in the number of people slightly injured in road traffic collisions since the 1994-98 average	Road Safety	Annually %	Fall	-11.47	-8.60	-17.50	-17.50	↑	-21.08	-3.26	3	No concerns	Figures relate to calendar year 2005, compared to 1994/98 average.
BV-215a	The average number of days taken to repair a street lighting fault which is under the control of the local authority	Street Lighting	Quarterly Days	Fall	8.52	6.50	8.50	8.50	↑	3.43	5.03	7	Significant concerns	The information for July to December has been provided by SEC (the PFI provider). Information for quarter 1 is being checked by the Council as issues highlighted in the KPMG audit of the 2005/06 data are being examined. This indicator is now being reported monthly and SEC are having problems producing the Quarter 2 result.
BV-215b	The average time taken to repair a street lighting fault where response time is under the control of a Distribution Network Operator (DNO)	Street Lighting	Quarterly Days	Fall	7.17	8.30	9.00	9.00	↑	14.03	28.71	1	Some concerns	The information for the first half of the year is subject to review following the outcomes and recommendations of the 2005/06 BVPI audit by KPMG. The information for Quarter 2 has not been supplied by SEC and the indicator will now be reported monthly
LKI-SL2	Percentage of street lamps not working as planned	Street Lighting	Quarterly %	Fall	2.00	2.00	2.00	2.00	↑	N/A	N/A	N/A	No concerns	The performance listed for July-December has been provided by SEC (PFI provider). The council is examining the results from quarter 1 in relation to the outcomes of the KPMG audit. The predicted performance level has been set as 2.0 to reflect this examination of quarter 1 data and also because street lighting failures tend to be highest in winter months.

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Reference	Title	Service	Frequency & Measure	Good Performance	2005/06 Year-End	2006/07 Target	Current Position as at 31st March 07	Predicted Full Year Result	Year on Year Improvement Trend	All England Top Quartile (Based on 2005/06 Quartile Information)	Core City Average (Based on 2005/06 Year-End data)	Core City position 1 = Top 8 = Bottom (Based on 2005/06 Year-End data)	Data Quality Issues	Comments
BV-219a	Total number of conservation areas in the Local Authority area	Sustainable Development	Annually No.	Rise	63.00	65.00	64.00	64.00	↑	No information supplied by the Audit Commission	33.38	1	No concerns	Continued very slow progress due to lack of staff resources has meant no further designations have been possible this quarter. The intention had been to designate at least one of West Park and Far Headingley as CAs but these have not advanced following the delayed receipt of information from community groups and have been put back to 2007-08. However, Gledhow Valley CA was brought forward early due to development pressures.
BV-219b	Percentage of conservation areas in the Local Authority area with an up-to-date character appraisal	Sustainable Development	Annually No.	Rise	4.80	9.00	7.80	7.80	↑	31.81	29.08	6	No concerns	Continued very slow progress due to lack of staff resources has meant no further completed appraisals have been possible this quarter. Holbeck CA was appraised in April. The intention had been to designate and appraise at least one of West Park and Far Headingley CAs but these have not advanced following the delayed receipt of information from community groups and have been put back to 2007-08. However, the appraisal for the newly designated Gledhow Valley CA was brought forward early due to development pressures.
BV-219c	Percentage of conservation areas with published management proposals	Sustainable Development	Annually No.	Rise	0.00	0.00	0.00	0.00	↔	7.70	3.09	5	No concerns	
BV-103 CPA-E14	% of respondents satisfied with local provision of public transport information	Traffic Management	Survey %	Rise	43.00	Year on Year Increase	58.00	58.00	↑	59.50	57.13	4	No concerns	
BV-104	Percentage of respondents satisfied with local bus services	Traffic Management	Survey %	Rise	51.00	Year on Year Increase	62.00	62.00	↑	68.00	63.63	7	No concerns	
BV-165 CPA-E16	The percentage of pedestrian crossings with facilities for disabled people	Traffic Management	Quarterly %	Rise	82.10	96.50	82.10	82.10	↔	99.60	72.50	5	Significant concerns	In December 2006, agreement was reached with KPMG that a revised outcome of 82.1% for 2005-06 was appropriate. A survey to verify the random sample of 40 sites checked by Audit is currently being implemented. Until this is completed, performance will continue to be reported at 82.1%.
CP-TM50	Ensure the assessment of our Local Transport Plan scores an "excellent" progress report assessment	Traffic Management	Annually Text	Rise	N/A	Good	Good	Good		N/A	N/A	N/A		
LKI-TM2 CP-TM51, LAA-EDE21	Increase the percentage of inbound, non-car journeys in the morning peak-period	Traffic Management	Annually %	Rise	43.10	43.50	43.50	43.50	↑	N/A	N/A	N/A	No concerns	On track to achieve both LTP2 and corporate targets.
TM-E19	Intervention by the Secretary of State under Traffic Management Act powers	Traffic Management	Annually Yes/No	No					↔	N/A	N/A	N/A	Some concerns	

	Result	Target*
Percentage of indicators achieving target at year end - based in Predicated Full Year Result	70.5%	Greater than 53%
Percentage of indicators showing a year on year improvement	56.3%	Greater than 67%
Percentage of indicators showing a year on year decline	31.3%	Less than 22%
Percentage of indicators in All England Top Quartile	11.5%	Greater than 12%
Percentage of indicators in All England Bottom Quartile	34.6%	Less Than 34%

Appendix 2

Extract from Report submitted to the Overview and Scrutiny Committee 4th June 2007 relating to City Development

General satisfaction PIs comment

Satisfaction rates in the most recent Best Value survey were lower for many services than recorded performance at the last BV survey. This is true for satisfaction indicator (BV-111) listed below. However, the reason for a decline has been identified, and remedial action has been identified that will hopefully contribute to a rise in satisfaction rates by the next survey.

- **BV-111: Percentage of Planning applicants satisfied with service received**

The focus of the Planning Service over the last year has been on stabilising performance against BV-109 (which relates to time take to process planning applications) to ensure that the Council did not become a Planning Standards Authority. Performance has now stabilised and the service can change its emphasis to customer care improvements. Planned actions include additional resourcing within the service, improved levels of information to customers, web site development, and customer focus groups.

- **BV-165: Percentage of pedestrian crossings with facilities for disabled people**

A thorough, internal inspection audit of 486 pedestrian crossings is currently underway. The city centre crossings have already been inspected, and crossings outside the city centre are now being audited. KPMG have approved the standards/procedure currently being used to audit the crossings, and will use this information as the basis of their own audit, which will start in due course.

- **BV-204: Percentage of appeals allowed against the authority's decision to refuse on planning applications**

In addition to the member and officer training that has been agreed to ensure soundness in decision making, a report was submitted to Overview and Scrutiny Committee (OSC) on Monday 05 March 2007 providing further detail of actions designed to improve the performance of this indicator (compulsory training for panel members, non-compulsory training for non-panel members). The report was approved by OSC, who will receive regular update reports in order to monitor progress.

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