



SCRUTINY BOARD (CITY DEVELOPMENT)

Meeting to be held in Civic Hall on
Tuesday, 24th July, 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

Agenda compiled by:
Governance Services
Civic Hall
LEEDS LS1 1UR
Telephone No:

Janet Pritchard

247 4327

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>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 meeting held on 19th June 2007.</p>	1 - 6
7			<p>EXECUTIVE BOARD MINUTES</p> <p>To receive the Executive Board minutes of the meetings held on 13th June and 4th July 2007.</p>	7 - 22

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 4th June 2007.</p>	23 - 26
9			<p>PRESENTATION BY CHIEF OFFICERS OF THE CITY DEVELOPMENT DEPARTMENT</p> <p>To consider a report of the Head of Scrutiny and Member Development providing Members with short briefing papers on the respective roles and responsibilities of Chief Officers in the City Development Department. (Note that the briefing paper on Strategy and Policy will follow.)</p>	27 - 38
10			<p>PRESENTATION ON THE LEEDS INITIATIVE</p> <p>To consider a report of the Head of Scrutiny and Member Development introducing a presentation by representatives of Leeds Initiative on progress with the restructure and also detailing how the Local Area Agreement will affect the Leeds Initiative.</p>	39 - 40
11			<p>20 MPH ZONES</p> <p>To consider a report of the Head of Scrutiny and Member Development attaching a report from the Director of City Development which details the position and future proposals with respect to the introduction of 20mph zones in Leeds.</p>	41 - 48
12			<p>WORK PROGRAMME</p> <p>To consider the attached report of the Head of Scrutiny and Member Development regarding 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 1 July 2007 to 31 October 2007.</p>	49 - 60

Item No	Ward/Equal Opportunities	Item Not Open		Page No
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting of the Board will be held on 18th September 2007 at 10.00am with a pre-meeting for Board Members at 9.30am.</p>	

Agenda Item 6

SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 19TH JUNE, 2007

PRESENT: Councillor R Pryke in the Chair

Councillors G Driver, P Ewens, J Harper,
J Monaghan, R Procter, B Selby,
A Shelbrooke and N Taggart

1 Welcome

The Chair welcomed everyone to the first meeting of the Scrutiny Board (City Development) for the municipal year 2007/08.

Jean Dent, Director of City Development, Tom Smith, Head of Performance, City Services and Paul Maney, Head of Performance Management, City Development Department, were introduced to the Board.

2 Late Items

The Chair, in accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, admitted to the agenda revised performance information under Appendix 1, Agenda Item 11 (Minute No. 8 refers). This was due to an incorrect version of the performance information previously having been circulated.

3 Declaration of Interests

There were no declarations of interest at this point in the meeting, however Councillor Harper declared a personal interest under Agenda Item 10 (Minute No. 10 refers).

4 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Dunn and Lobley.

5 Minutes of Last Meeting

RESOLVED – That the minutes of the Scrutiny Board (Development) held on 24th April 2007 be received.

6 Executive Board Minutes

RESOLVED – That the minutes of the Executive Board meeting held on 16th May 2007 be noted.

7 Overview and Scrutiny Minutes

Draft minutes to be approved at the meeting
to be held on Tuesday, 24th July, 2007

RESOLVED - That the minutes of the Overview and Scrutiny Committee meetings held on 2nd April and 16th May 2007 be noted.

8 Scrutiny Board (City Development) - Terms of Reference

The Head of Scrutiny and Member Development submitted a report presenting the arrangements for Scrutiny for 2007/08 and the Scrutiny Board (City Development)'s Terms of Reference.

Jean Dent, Director of City Development, commented on the report and advised Members of the wider functions that now came under her remit. She advised the Board that culture and leisure functions of her Department would be scrutinised by the new Scrutiny Board (Culture and Leisure), although tourism under economic services remained within the portfolio of this Scrutiny Board.

Members commented on and sought further clarification with regard to the functions detailed in Appendix 2 of the report and in particular those of:

- **Sport and recreation.**
- **Environmental management and climate change.**
- **Cycling and walking.**
- **Leeds Bradford International Airport.**
- **Transport.**

RESOLVED –

- (a) That the arrangements for Scrutiny and the Scrutiny Board (City Development)'s Terms of Reference be noted.
- (b) That Chief Officers for the City Development Department attend the next meeting of the Board to give brief presentations on their particular service areas
- (c) That each Chief Officer be asked to provide in advance of their presentation a short briefing paper on their roles, responsibilities and an overview of the services provided. These to be circulated by email to all Members of the Board.
- (d) That the Director of City Development circulate by email to all Members of the Board details of:
 - i) the Leeds City Region Transport Vision; and
 - ii) a breakdown of planning appeals by panel and officer decisions.

(Note: Councillor Monaghan left the meeting at 10.20am during the consideration of this item.)

9 Performance Management Information

The Head of Scrutiny and Member Development submitted a report presenting performance management information relevant to the Scrutiny Board (City Development)'s portfolio, covering the full 2006/07 year.

Jean Dent, Director of City Development, Paul Maney, Head of Performance Management, City Development Department and Tom Smith, Head of Performance, City Services presented the Quarter 4 Performance Report for 2006/07 and responded to queries and comments from the Board.

In brief summary the main issues discussed were:

- That the figures were for the whole of the city and did not reflect the **wide differences in contrasting areas of the city**.
- Indicator CP-ED52 – the increase in the number of **international students enrolled at the City's universities**, the problems potential overseas students had in obtaining visas and the marketing of the City.
- **Road traffic accident** indicators.
- Indicator BV-219b/c – **Conservation Areas** and the lack of staff resources.
- **Data Quality Issues** (column 14) and their particular categorisations as either 'No', 'Some' or 'Significant' concerns, in the light of comments expressed at the Overview and Scrutiny Committee, in particular for BV-111 and BV-204. Members were advised that the categorisation was a reflection on the quality of the data and how robust the information was.
- Indicator BV-215a – **repairs to street lighting** – Members were advised that there had been concerns regarding the quality of the information but work had been carried out with SEC to improve the administrative process and now officers were confident that the data was robust and this was no longer a matter of concern.
- Indicator BV-165 – percentage of **pedestrian crossings with facilities for disabled people** – Officers advised the Board of the audit currently being undertaken on this indicator referred to in the extract report submitted to Overview and Scrutiny Committee.
- **Pre-application discussions**.
- **Planning guidance on the Internet**.
- **Training** of Ward Members as well as Plans Panel Members.

The Director of City Development agreed to let Councillor Shelbrooke know whether the updated planning guidance was available on the internet and supply Councillor R Procter with details of accident figures on the A58 Seacroft to Wetherby Road, broken down in to those caused by careless driving and those as a result of a highways issue.

The Chair thanked the officers for attending the meeting.

RESOLVED –

- (a) That the report and appendices be noted.
- (b) That the performance information contained in the revised Appendix 1 to the report be noted.
- (c) That a presentation on prioritisation and progress with regard to introducing 20 mph zones across the city be added to the Board's Work Programme for July 2007.

- (d) That a representative from the Central Performance Unit be invited to attend the Scrutiny Board meeting when the quarterly performance figures were presented.

(Note: Councillor Shelbrooke joined the meeting at 10.50am during the consideration of this item.)

10 The Board's Work Programme - Sources of Work and Establishing the Board's Priorities

The Head of Scrutiny and Member Development submitted a report outlining the guidelines for the development of a work programme for the Scrutiny Board (City Development) and proposing that the Board make suggestions for issues to be included on the work programme.

Richard Mills, the Principal Scrutiny Adviser, presented the report.

A Member suggested that the majority of the issues could be grouped under the two themes of Going up a League and Regeneration.

Specific issues identified to be included on the Board's Work Programme were:

- **Conservation Areas** and the resources available to the Conservation Unit to carry out the Council's legal obligations in reviewing our 60 Conservation Areas, advise developers and residents in Conservation Areas submitting planning applications and give advice to Plans Panels.
- Support for **independent retailers**.
- Examination of **Section 106 and Section 278** processes.
- The supply of **one and two bedroom flats** in the city, the vacancy levels and how it was ensured appropriate developments had an adequate number of shops, doctors surgeries and dentists.
- **Pinch points** in traffic management.
- **20 mph zones** – July meeting.
- **BV165 percentage of pedestrian crossings with facilities for disabled people** - to receive a report on the outcome of the current audit.
- The result of the consultation on the **city centre area action plan**.
- Progress Report on the **transfer of services into City Development department**.
- **Performance targets**.
- Progress report on the implementation of the **Strategic Review of Planning** – September meeting.
- **Local Area Agreement**.
- **Leeds Initiative** – July meeting.
- The operation of the **Leeds City Market** including its vacancy rates and the future of the Council's car boot sale on the **Cross Green site** – September meeting.
- **Town and District Centre Review** – possibly December meeting.
- Progress report on achieving the spend regarding the allocation of £15m from the **Local Enterprise Growth Initiative (LEGI)**.

The Board agreed at this stage not to consider in this municipal year the city region, the Engineering Partnership, the Strategic or Water Asset Management Plans or issues relating to cycling and walking unless a specific request was submitted

Councillor Harper declared a personal interest during the discussions on this item as a Member of the Local Enterprise Growth Initiative (LEGI) Board for Inner West.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the issues flagged up as above for inclusion on the Board's work programme, be noted and that the Chair, in liaison with the Principal Scrutiny Adviser, incorporate these issues into the Work Programme timetable and bring the revised Work Programme back to the July meeting for the Board's approval.

11 Date and Time of Next Meeting

RESOLVED – To note that the next meeting of this Board would be held on Tuesday, 24th July 2007 at 10.00am with a pre-meeting for Board members at 9.30am.

The Chair thanked everyone for their attendance and the meeting concluded at 12.05pm.

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Agenda Item 7

EXECUTIVE BOARD

WEDNESDAY, 13TH JUNE, 2007

PRESENT: Councillor M Harris in the Chair

Councillors R Brett, A Carter, J L Carter,
R Finnigan, R Harker, P Harrand, S Smith,
K Wakefield and J Blake

Councillor Blake – Non-voting Advisory Member

1 **Late Items**

There were no late items but supplementary/additional information was provided since the despatch of the agenda as follows:

- Minute 9 - Additional supplementary information in relation to consultations and discussions undertaken contained in a report circulated on 11th June 2007 and a further report tabled at this meeting.
- Minute 11 - The current draft of the Council Plan 2007/08 document tabled at this meeting.
- Minute 14 - The Children and Young People's Plan Review document circulated on 7th June 2007.
- Minute 19 - A revised version of appendix 2 to the report tabled at this meeting.

2 **Exclusion of 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) The appendix to the report referred to in minute 10 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 as disclosure would, or would be likely to, prejudice the commercial interests of the Council, disclosure of costs and details about the relationships between parties could prejudice the Council's position in dealing with claims and future negotiations. Maintaining the exemption protects the Council's negotiating position and prevents potential wasteful public expenditure.

3 **Declaration of Interests**

Draft minutes to be approved at the meeting
to be held on Wednesday, 4th July, 2007

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.

Councillor Finnigan declared a personal interest in the same item as a governor of Joseph Priestley College.

4 Chair's Announcements

- (a) The Chair reported that Paul Rogerson, the Chief Executive was not present at the meeting by reason of the investiture of his award of Commander of the British Empire on this same day. The Board expressed congratulations to Mr Rogerson upon his receipt of the award which reflected upon his services to the City and the region.
- (b) The Chair announced that the Council had on the day of this meeting received an award from CIPFA in respect of its financial reporting arrangements.
- (c) The Chair welcomed Councillor Finnigan to his first meeting of the Board.

5 Minutes

RESOLVED - That the minutes of the meeting held on 16th May 2007 be approved.

CHILDREN'S SERVICES

6 Review of 14 - 19 Provision in Leeds

Further to minute 242 of the meeting held on 16th May 2007 the Chief Executive of Education Leeds submitted a report on progress of the review of 14-19 provision and on the proposed next stage to develop a detailed implementation plan in conjunction with key partners.

RESOLVED – That approval be given to the vision and approach outlined in the report and to the development of a detailed implementation plan based on the model proposed in the report.

7 Deputation to Council - Community Language Teaching in Leeds Secondary Schools (Sikh Welfare Trust)

The Chief Executive of Education Leeds submitted a report on the deputation to Council on 18th April 2007 regarding community language teaching in Leeds secondary schools.

RESOLVED –

- (a) That the concerns expressed by the deputation and the next steps described in the report be noted.
- (b) That a further report be brought to the Board following the conclusion of the consultation exercise currently underway.

LEISURE

8 Proposed Development of a Dance Headquarters on Quarry Hill for Northern Ballet Theatre Company and Phoenix Dance Company

Further to minute 114 of the meeting held on 15th November 2006 the Director of City Development submitted a report on the proposed development at Quarry Hill for the Northern Ballet Theatre and Phoenix Dance Company. Following consideration of the history of negotiations to date with private developers, it was concluded that partnership with a commercial developer via a developer led delivery model was unlikely to result in the required dance facilities. The report considered proposed delivery models with the Council taking the lead in the delivery of the project namely the Council acting as developer or the Council taking the lead on the project. The report also outlined the option of the Council taking no action, of relocating the proposed development or of attracting another commercial developer to the project.

RESOLVED –

- (a) That the current position regarding the proposed development of a new dance/theatre headquarters on site 1 Quarry Hill for Northern Ballet Theatre and Phoenix Dance Company at a total estimated cost of £11,675,000 be noted.
- (b) That support be given to the principle of a revised delivery mechanism to be pursued for the development of a new dance/theatre headquarters on site 1 Quarry Hill for use by Northern Ballet Theatre and Phoenix Dance Company, the specific mechanism to be agreed by the Director of City Development under the Council's scheme of delegation
- (c) That an additional £7,025,000 be injected into the Capital Programme for expenditure on the proposed development of a new dance/theatre headquarters, to be funded by a grant of £3,560,000 from Arts Council England, £400,000 from Northern Ballet Theatre and an additional contribution of £3,065,000 from the City Council.
- (d) That additional expenditure of £7,025,000 on the proposed development of a new dance/theatre headquarters on site 1 Quarry Hill for use by Northern Ballet Theatre and Phoenix Dance Company be authorised.
- (e) That the thanks of the Board be conveyed to those officers involved in the progression of this development since its first inception.

(Under the provisions of Council Procedure Rule 16.5 Councillor Finnigan required it to be recorded that he voted against this decision).

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

Further to minute 241 of the meeting held on 16th May 2007 the Chief Recreation Officer and Assistant Chief Executive (Corporate Governance) submitted a report presenting the previous report on the need for water safety measures at the above location, on public meetings held and on the intention to circulate a further report to the Board following a display of the options at Otley Civic Centre on 8th June 2007.

Draft minutes to be approved at the meeting
to be held on Wednesday, 4th July, 2007

Further reports as referred to in minute 1 were also considered.

RESOLVED –

- (a) That the scheme to erect signage and to fence parts of the parks adjacent to the River Wharfe as detailed graphically in Appendix four to the report submitted to the Board on 16th May 2007 be implemented as soon as is practically possible.
- (b) That the height, design and colour of the fencing be as described in the report tabled at this meeting following the recent consultation exercise.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this decision).

10 Swimming and Diving Centre, John Charles Centre for Sport

Further to minute 127 of the meeting held on 13th December 2006 the Director of City Development submitted a report on the anticipated final budget shortfall in respect of the above scheme, on the work areas that have contributed to the shortfall, the reasons and the actions taken and being undertaken, to try and reduce the anticipated shortfall.

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

RESOLVED – That the recommendations identifying funding to meet the anticipated final budget shortfall, as contained in the exempt appendix to the report, be approved.

CENTRAL AND CORPORATE

11 The Council Plan 2007/08

The Chief Officer Executive Support submitted a report on the production of the Council's Best Value Performance Plan – the Council Plan 2007/08 to be submitted to the Council meeting on 20th June 2007 for approval to publish on 30th June 2007.

Copies of the current draft of the Plan were circulated at the meeting.

RESOLVED – That Council be recommended:

- (a) To approve the Council Plan to allow publication by 30th June 2007
- (b) To authorise the Chief Executive to upgrade and complete the Council Plan with any outstanding information prior to its publication on 30th June 2007
- (c) To authorise the Executive to make any necessary in-year amendments to the Council Plan subject to the amendments being reported to the next available Council meeting.

12 Performance Outturn 2006/07

The Director of Resources submitted a report on the Council's financial performance for the year ending 31st March 2007 prior to the submission of the annual accounts to the Corporate Governance and Audit Committee for approval, and subject to audit.

RESOLVED – That the report be noted and that approval be given to the creation of an earmarked reserve and an injection to the capital programme in respect of the Housing Revenue Account as detailed in paragraph 7.8 of the submitted report.

DEVELOPMENT AND REGENERATION

13 EASEL Area Action Plan Preferred Options

The Director of City Development submitted a report on proposals to consult on the Preferred Options for the EASEL Area Action Plan.

The report detailed actions taken to date to arrive at the Council's preferred options and presented the Council's response to comments received on the Alternative Options consultation, the summary of the Area Action Plan Sustainability Appraisal Report and the preferred options development plan document.

RESOLVED –

- (a) That the outcome of the informal consultation undertaken as part of the preparation of the Preferred Options be noted
- (b) That the East and South East Leeds Preferred Options be approved for publication together with its Sustainability Appraisal Summary Report and other supporting documents and that representations be formally invited between 18th and 30th July 2007.

CHILDREN'S SERVICES

14 The 2007 Review of the Children and Young People's Plan and the Annual Performance Assessment

The Director of Children's Services submitted a report on the 2007 Review of the Children and Young People's Plan.

A copy of the revised Plan had been circulated subsequent to the despatch of the agenda.

RESOLVED –

- (a) That the Children and Young People's Plan Review be approved as necessary in year amendments to the Plan and those amendments be reported for information to the next meeting of the Council.
- (b) That the final document be submitted to the next meeting of this Board for information.

15 The Future of Youth Services in Leeds

The Director of Children's Services submitted a report on the implications of the Education and Inspections Act 2006 for youth services in Leeds.

RESOLVED –

- (a) That an Integrated Youth Support Service as described in the report, be established in Leeds as from April 2008
- (b) That approval be given to the full integration of Leeds Youth Service and the localised Connexions Service into the Integrated Youth Support Service as part of a wider universal offer for 0-19 year olds.
- (c) That the Director of Children's Services progress all aspects set out in the report for the integration of services for young people.
- (d) That 2007/08 be regarded as a year of transition and change.

16 Design and Cost Report - New Wortley Children's Centre

The Acting Chief Officer for Early Years and Youth Services submitted a report on the construction of an extension to the existing Castleton Primary School to create New Wortley Children's Centre.

RESOLVED – That approval be given to the transfer of £935,000 from the Phase 2 Children's Centre Parent Scheme 12394 and that authority be given to incur expenditure of £768,000 on construction, £40,000 on equipment and £127,000 on fees.

17 Primary Review - Guiseley Primary Planning Area

The Chief Executive of Education Leeds submitted a report on the outcome of a review of primary provision in the Guiseley Planning Area.

The report presented options which had been considered as follows:

- 1 Increase the admissions number at both Guiseley Infant School and St Oswald's Junior School from 80 to 90 with effect from September 2009
- 2 Expand provision at either Tranmere Park or Hawksworth
- 3 Expand provision in Queensway
- 4 Convert both Guiseley Infants School and St Oswald's Junior School into through primaries (either 1.5FE or 2FE)

RESOLVED – That the choice of Option 1, with consultation taking place through the Annual Admissions process, be noted

18 Primary Review - Wetherby Primary Planning Area

The Chief Executive of Education Leeds submitted a report on the outcome of a review of primary provision in the Wetherby Planning Area.

The report presented options which had been considered as follows;

- 1 Maintain all current provision
- 2 Reduce the admissions limit of Deighton Gates Primary from 60 to 45
- 3 Reduce the admissions limit of Deighton Gates Primary from 60 to 30

- 4 Amalgamation of Deighton Gates with Crossley Street to form a 2 form entry school
- 5 Amalgamation of Deighton Gates with St James CE (VC) to form a 2 form entry school

RESOLVED – That the choice of option 1 be noted

19 Amendments to Home to School Transport Policy

The Chief Executive of Education Leeds submitted a report on proposed amendments to the Home to School Transport Policy in accordance with the Education and Inspections Act 2006 to be implemented from September 2008.

A revised version of appendix 2 to the report was circulated at the meeting.

RESOLVED – That the report be noted and that the revised policy, as contained in the tabled appendix 2 to the report, be approved for implementation.

DATE OF PUBLICATION: 15TH JUNE 2007
LAST DATE FOR CALL IN : 22ND JUNE 2007

(Scrutiny Support will notify Directors of any items called in by 12.00 noon on Monday 25th June 2007)

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EXECUTIVE BOARD

WEDNESDAY, 4TH JULY, 2007

PRESENT: Councillor M Harris in the Chair

Councillors A Carter, R Brett, R Finnigan,
R Harker, P Harrand, J Procter, S Smith,
K Wakefield and J Blake

Councillor J Blake – Non-voting advisory member

20 Late Items

The Chair admitted the following late items to the agenda:

Minute 25- A report on the impact of recent flooding in the City prepared following the events and after the despatch of the agenda.

Minute 33- A report on the proposed introduction of the Local Development Scheme prepared following a response from the Secretary of State and admitted to the agenda to allow approval to a variation to the date of implementation at the earliest opportunity.

21 Exclusion of 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 the 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.) The appendix to the report referred to in minute 31 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 as disclosure would, or would be likely to, prejudice the commercial interests of the Council, by virtue of the fact that the appendix contains the Council's estimate of the fee that the proposed legal advisors would seek for providing the legal advice required by the Authority and, if this were disclosed, would prejudice the Council's position during the competitive procurement process for such legal advisors. By maintaining the exemption, it increases the Council's chance of securing a competitive and value for money tender for the commission.

22 Declaration of Interests

Councillor Brett declared a personal interest in the item relating to provision of a new children's centre at Allerton C of E Primary School (Minute 26) as Chair, and Councillor Harker as a member, of the Children Leeds Partnership.

A further declaration made during the meeting is referred to in minute 30 (Councillor Blake)

23 Minutes

RESOLVED – That the minutes of the meeting held on 13th June 2007 be approved as a correct record.

ADULT HEALTH AND SOCIAL CARE

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

The Director of Adult Social Services submitted a report responding to issues raised by the deputation to Council on 18th April 2007 regarding the future provision of service at Terry Yorath House. The report concluded that whilst consultations were still at an early stage, the Parents and Carers Action Group would be treated as a key stakeholder throughout the process.

RESOLVED – That the response of the Director to the deputation be noted and that a further report be submitted to the Board in November 2007 on the outcomes of the consultation and making appropriate recommendations.

CITY DEVELOPMENT

25 Impact of Flooding Events in June on the Leeds District

The Directors of City Development and Resources submitted a report on the impact of a number of significant flooding incidents between 15th and 25th June 2007 which affected areas across the whole of the Leeds district. The report highlighted the nature of the flooding, the initial understanding of its causes and made some preliminary suggestions as to how the Council and its partners might seek to respond to the events.

RESOLVED – That the report be noted and endorsement given to the proposed preliminary actions.

CHILDREN'S SERVICES

26 Design and Cost Report - Allerton C of E Primary School - Provision of a new Children's Centre

The Chief Executive of Education Leeds submitted a report on proposals to incur expenditure of £650,000 in respect of a scheme to provide a Children's Centre at Allerton C of E Primary School. The report explained that the new Allerton C of E Primary School was to open in September 2007 following the amalgamation of Archbishop Cranmer C of E Primary School and Fir Tree Primary School. As a result, the site of the new school had been identified as a location for a Children's Centre.

RESOLVED –

- (a) That the design proposals in respect of the scheme to provide a Children's Centre at Allerton C of E Primary School be approved;
- (b) That expenditure of £650,000 from capital scheme 13767/CEN/000 be authorised.

LEISURE

27 Design and Cost Report - Improvements to Golf Courses

The Chief Recreation Officer submitted a report requesting authority to spend £589,400 on improvement works at Temple Newsam, Roundhay Park, Middleton Park and Gotts Park golf courses arising from the Capital Receipt from the long-lease of Oulton Park golf course to De Vere's Hotels, the funds from which were injected into the 2006/07 Capital Programme.

RESOLVED – That approval be given to incur expenditure of £589,400 on golf course improvement works.

ADULT HEALTH AND SOCIAL CARE

28 Capital Spending Plan - Improvements to Care Homes

The Director of Adult Social Services submitted a report on a proposal to inject £1,645,000 into the capital spending plan and to spend up to that amount on improvements to care homes. The report outlined that the injection would be made up of a £1,040,000 grant from the Department of Health alongside the £650,000 capital receipt from the sale of the Breece holiday home in Scarborough, designated for improvements to Local Authority care homes.

Both Local Authority and independent care homes had been asked to submit bids for funding for improvements, following which it had been agreed that £700,000 would be allocated to fifty six independent homes, with £327,000 to be spent within sixteen Local Authority facilities.

RESOLVED –

- (a) That approval be given for the remaining £650,000 of the capital receipt from the sale of the Breece be used to fund the capital scheme for improvements to care homes;
- (b) That approval be given for the injection of the scheme into the capital programme alongside authority to incur expenditure of £1,645,000;
- (c) That it be noted that the Director of Adult Social Services has delegated powers to vary individual awards and promote schemes from the reserve list.

CENTRAL AND CORPORATE

29 Revised Corporate Planning Framework

The Chief Officer (Executive Support) submitted a report on changes to the corporate planning framework for the city. The report identified a number of key changes including proposals to strengthen Elected Member involvement

in corporate planning and Local Area Agreement processes by means of a Member Reference Group.

It was proposed to merge the new Local Area Agreement and the Council's Corporate Plan into one single document entitled the Leeds Strategic Plan, which would sit alongside the Community Strategy, the Council Business Plan and the Annual Performance Plan. These documents were to be added to the Council's Budget and Policy Framework to reflect their status as part of the corporate planning framework for the city.

RESOLVED –

- (a) That the new corporate planning framework be adopted;
- (b) That the proposal to amend the Constitution to include additions to the Council's Budget and Policy Framework be referred to the Corporate Governance and Audit Committee for consideration;
- (c) That the Chief Executive be requested to develop a plan setting out the timetable for implementation of the new framework;
- (d) That the proposal to establish a Member Reference Group to oversee developments in relation to the implementation of the new framework be noted.

30 Progress Report on the PPP / PFI Programme in Leeds

The Deputy Chief Executive submitted a report providing a six-monthly update on the governance and management framework for the Authority's PPP and PFI projects. Appended to the report was a breakdown of the status of current Council projects.

RESOLVED – That the current status of the Authority's PPP and PFI projects and programmes be noted.

(During the discussion on this item Councillor Blake declared a personal interest as a governor of Otley Prince Henry's Grammar School).

DEVELOPMENT AND REGENERATION

31 Design and Cost Report - Proposed Arena Development

Further to minute 137 of the meeting held on 13th December 2006, the Director of City Development submitted a report on progress made in the operator procurement process for the proposed arena development.

Following consideration of the appendix to the report designated exempt under Access to Information Procedure Rule 10.4 (3), in respect of which members had no questions or comments, it was;

RESOLVED –

- (a) That the progress made to date in the operator procurement process be noted;
- (b) That the Director of City Development be requested to approve both the long list and shortlist of potential operators and developers during the Competitive Dialogue procurement process;

- (c) That the tender evaluation criteria to be used in the procurement process for the appointment of the preferred developer for the proposed arena be noted;
- (d) That an injection of funds (as detailed in the exempt appendix to the report) into Capital Scheme No. 12589/ARE/000 for the incurred expenditure of the appointment of consultants to provide specialist legal advice to the Council on the operator and development procurement processes through to contract award / financial close be authorised.

32 Design and Cost Report - Neville Street Environmental Improvements

The Director of City Development submitted a report on progress made on environmental improvements to the Neville Street area and a proposal to incur expenditure of £5,091,400, on the scheme of which £3,091,400 would be funded from third party sources. The report explained that the scheme had altered significantly since its inception in 2004 and no longer included Dark Neville Street. As such it was proposed to rescind all previous approvals relating to the original project.

RESOLVED –

- (a) That the scheme design proposals and brief as presented be approved;
- (b) That authority be given to rescind all previous approvals (scheme no. 01195;)
- (c) To approve the funding plan as presented and authorise an injection of £4,604,400 into Capital Scheme No. 13951 and scheme expenditure of that amount.

33 Leeds Local Development Framework - Local Development Scheme

Referring to minute 212 of the meeting held on 14th March 2007 the Director of City Development submitted a report indicating that the response of the Secretary of State had been received after the proposed date of introduction identified in that minute.

RESOLVED – That the Local Development Scheme be formally brought into effect from 5th July 2007.

NEIGHBOURHOODS AND HOUSING

34 Supporting People Programme - Audit Commission Inspection

The Director of Environment and Neighbourhoods and the Director of Adult Social Services submitted a report on the key findings and recommendations arising from the recent Audit Commission inspection of the Supporting People Programme. The report explained that the Council currently administered the programme which comprised the Local Authority, Health and Probation Services. As such, the inspection examined the overall capacity of the Council to administer the programme, for which it received a 'fair' one star rating, with 'promising prospects' for improvement.

RESOLVED – That the Board note the contents of the report and support the actions being undertaken to implement the Audit Commission's recommendations.

35 Lease at Less Than Best Consideration - Agreement to Lease 12 Miscellaneous Properties to LATCH on a 25 Year Lease Agreement

The Director of Environment and Neighbourhoods submitted a report on a proposal to grant a long lease at less than best consideration for 12 Leeds City Council owned miscellaneous properties to Leeds Action To Create Homes Ltd (LATCH.) The report detailed how the proposals would ensure capital investment in the properties to bring them up to decency standard and contribute to the regeneration of the area.

Upon completion the flats would be let as affordable housing to tenants in line with the Council's Housing Strategy, with LATCH assuming responsibility for the full maintenance and repair of the properties over the terms of the lease.

RESOLVED – That approval be given to the principle of a 25 year lease to LATCH at less than best consideration, subject to approval by the Director of City Development of the terms of the lease and a reasonable rental level to be payable during the term of the lease, having regard to the level of social rents receivable and costs of refurbishment, subsequent maintenance, management and other outgoings.

36 Disposal at Less Than Best Consideration - Waterloo Estate, Pudsey - For the provision of affordable housing

The Director of Environment and Neighbourhoods submitted a report on the proposed disposal of two areas of land on the Waterloo Estate at less than best consideration to the Yorkshire Housing Association, for the purpose of developing 30 new build affordable homes through the Housing Corporation's Approved Development Programme.

The report outlined a number of options for the site which had been considered:

- 1 Disposal of sites A and C, as identified on the plan attached to the report, at less than best consideration to Yorkshire Housing for 30 affordable housing units;
- 2 Retention of land for two bungalows for supported housing under the city wide Independent Living Project;
- 3 Marketing of the remainder of the land within the pilot exercise for low cost home ownership, with the potential for a land swap to provide bungalows on the former Waterloo School site.

It was indicated during presentation of the report that 34 and not 30 units as stated in the report would be delivered, two being for social rent and two for shared ownership.

RESOLVED – That approval be given to the principle of disposal of the two subject sites on the Waterloo Estate to Yorkshire Housing Association at £5,000 per plot (less than best consideration) subject to approval by the Director of City Development, in order to deliver 34 new affordable homes, through the Housing Corporation Grant.

DATE OF PUBLICATION: 6TH JULY 2007
LAST DATE FOR CALL IN: 13TH JULY 2007

(Scrutiny Support will notify Directors of any items called in by 12:00 noon on Monday 16th July 2007.)

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OVERVIEW AND SCRUTINY COMMITTEE

MONDAY, 4TH JUNE, 2007

PRESENT: Councillor P Grahame in the Chair

Councillors S Bentley, T Hanley,
A Harrison, W Hyde and R Pryke

Apologies Councillors B Anderson, S Golton and
E Minkin

1 Chair's Opening Remarks

The Chair welcomed Members and officers to the first meeting of the Committee in the 2007/08 municipal year, and paid tribute to the hard work and contribution of the previous Chair, Councillor Driver, and other Members who were no longer on the Committee – Councillors Bale, Cleasby, Lancaster and Leadley.

2 Declarations of Interests

No declarations of interest were made.

3 Minutes - 16th May 2007

RESOLVED – That the minutes of the two meetings held on 16th May 2007 be confirmed as a correct record.

4 Minutes - Executive Board - 16th May 2007

RESOLVED – That the minutes of the Executive Board meeting held on 16th May 2007 be received and noted.

5 Matters Arising from the Minutes

(a) **Extension of ALMO Management Agreements (Minute No 246 refers)**

Further to Minute No 246 of the Executive Board meeting, 16th May 2007, at a Member's request, it was agreed that the decision to extend the management agreements with the housing Arms Length Management Organisations by a further five years, to 31st January 2013, should be referred to the Scrutiny Board (Environment and Neighbourhoods) with a view to that Board considering conducting a formal review of that decision.

(b) **Services based at Terry Yorath House (Minute No 240 refers)**

Further to OSC Minute No 109, 16th May 2007, and Minute No 240 of the Executive Board meeting, 16th May 2007, and in response to a Member's query, the Head of Scrutiny and Member Development

reported that the Director of Adult Services had now reconsidered her decision, taking into account the views of OSC expressed on 16th May, and had made another delegated decision to continue the contract with The Disabilities Trust for the provision of care services at Terry Yorath House for a further 12 months, with the option of two further 12 month extensions, and including a 4 month notice period in the contract. Following the previous Call-In, this latest decision could not be called-in.

It was agreed that the Scrutiny Board (Health and Adult Social Care) should be requested to monitor the ongoing consultation arrangements with residents and their carers which formed part of the wider review and consultation process relating to the provision of adult residential care services.

6 Minutes - Scrutiny Board (City Services) - 18th April 2007

RESOLVED –

- (a) That the minutes of the above meeting be received and noted.
- (b) That the Head of Scrutiny and Member Development be requested to obtain and circulate to OSC Members details of the outcome of the **Crown Cuisine Inquiry** referred to in Minute No 105(a).

7 Overview and Scrutiny Committee - Terms of Reference

The Head of Scrutiny and Member Development submitted a report setting out the formal terms of reference of the Committee.

In response to Members' queries, the Head of Scrutiny and Member Development undertook to ascertain and circulate to OSC Members further information about the present situation regarding **Corporate Priority Boards**. He also undertook to refer to the Scrutiny Board (Health and Adult Social Care), on a recommendation monitoring basis, the issue of progress on the previous Board's Inquiry into **hospital cleanliness, MRSA** etc.

RESOLVED – That the Committee's terms of reference be noted.

8 Annual Scrutiny Report to Council - Action Plan

The Committee considered a report submitted by the Head of Scrutiny and Member Development regarding the Action Plan associated with the 2006/07 Scrutiny Annual Report to Council, due to be considered by the Council on 20th June 2007.

The Head of Scrutiny and Member Development reported that further guidance from the Government was awaited on issues such as '**community calls for action**' and the extension of scrutiny arrangements to **external partner organisations**, and the Committee would receive update reports as appropriate.

RESOLVED – That the report be noted.

9 Performance Monitoring - Quarter Four 2006/07

The Head of Policy, Performance and Improvement submitted a summary report relating to key performance indicators for each area covered by an officer from Corporate Priority Board, and highlighting key areas of under - performance which OSC or the other Scrutiny Boards might wish to tackle in greater depth. The impact of under - performance in key areas on the Council's overall **Corporate Performance Assessment (CPA)** score was emphasised.

The key areas highlighted at the meeting were:-

- **Planning performance**, and whether or not this was improving – The Chair stated OSC would be receiving an update report at its September meeting, following its Inquiry in 2006/07;
- **VC11c** – Percentage of top 5% of earners that are disabled (excluding schools) and **BV16a** – The number of staff declaring that they meet the DDA disability definition as a percentage of the total workforce;
- **BV12** – The proportion of working days/shifts lost to sickness absence – and the variations between Departments;
- **BV126** – Domestic burglaries per 1,000 of the population – and **BV127b** – Robberies per year per 1,000 of the population – and the variations between different parts of the City;
- **BV203** – The percentage change in the average number of families placed in temporary accommodation;
- **BV201** – Direct payments per 100,000 of the population;
- **Children and Young People** – issues relating to weaknesses in management information and the allocation of resources across the City.
- **CP-AS50** – provision of out of hours services – Members requested details regarding the 55 services referred to in the report.

RESOLVED – That the report be noted, and Scrutiny Chairs, in consultation with the Scrutiny Support Unit and their Boards, decide which key areas of under - performance to investigate during 2007/08.

10 OSC Work Programme 2007/08 - Sources of Work and Establishing the Committee's Priorities

The Head of Scrutiny and Member Development submitted a report regarding establishing the Committee's work programme for 2007/08, together with a relevant extract of the Council's Forward Plan of Key Decisions for the period 1st June to 30th September 2007.

The Committee decided to add reviews of various previous issues to its work programme – **When Contracts Go Wrong, Direct Payments and Elections and Electoral Arrangements** – to refer a review of the previous **Waste**

Strategy Inquiry to the Scrutiny Board (Environment and Neighbourhoods) and also requested an update on the **Grass Cutting Service** contract.

11 **Scrutiny Training Dates**

The Head of Scrutiny and Member Development gave notice of two Scrutiny training sessions – one for **Scrutiny Chairs** on 3rd July, 9.30 am to 12.00 noon, and one for **Scrutiny Members** on 6th July, 9.30 am– 12.00 noon.

12 **Dates and Times of Future Meetings**

Monday 2nd July 2007
Monday 3rd September 2007
Monday 1st October 2007
Monday 5th November 2007
Monday 3rd December 2007
Monday 7th January 2008
Monday 4th February 2008
Monday 3rd March 2008
Monday 7th April 2008

All at 10.00 am (Pre-Meetings at 9.30 am).

At the request of a Member, the Head of Scrutiny and Member Development undertook to canvass OSC Members regarding OSC meetings always being on a Monday.



Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 24th July 2007

Subject: Presentations by Chief Officers of the City Development Department

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 Scrutiny Board (City Development) in June 2007 asked each Chief Officer of the City Development Department to provide them with a short briefing paper in advance of today's meeting on their respective roles and responsibilities. The briefing papers were circulated to all Members of the Board by email but are attached to this report for ease of reference.
- 1.2 As the Board requested, Chief Officers of the City Development Department have been invited to attend today's meeting to give a short presentation by commenting on or adding to the briefing notes they have already provided to the Board and to respond to Members questions.
- 1.3 The Director of City Development will attend this Board meeting and has advised that the following Chief Officers will attend for this item subject to any last minute changes:
- Paul Stephens, Chief Economic Services Officer
 - Phil Crabtree, Chief Planning Officer
 - Steve Speak, Chief Strategy and Policy Officer
 - Paul Brook, Chief Asset Management Officer
 - Donna McDermott, Chief Design Services Officer

2.0 Recommendations

- 2.1 That Members receive the briefing papers provided by the respective Chief Officers of the City Development Department, listen to their comments and ask questions in order to identify possible further areas for scrutiny and inclusion in the Board's work programme.

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Note for Scrutiny Board

ECONOMIC SERVICES

1 Introduction

Economic Services' key objective is to attract people and investment to the City. Our work is about improving Leeds as a place, and about raising the profile of the City. Key themes for the service are:-

- Urban renaissance and regeneration
- Investment and development
- Competitiveness - of Leeds as a place, and of Leeds' businesses

Perhaps more than most services, we can only achieve results by working with others. Indeed, staff are committed to working in partnership to provide quality services that meet the needs of our customers and stakeholders.

Our services will help deliver the Vision for Leeds and the Council Plan. .

2 Description of Services

The services provided by Economic Services are delivered through 4 business units:

- Business and Enterprise - inward investment, marketing, business support and attracting funding, joint work with Leeds Chamber of Commerce.
- City Centre Management – work to ensure the city centre remains attractive to shoppers, residents, investors, workers and visitors.
- Regeneration Support - major development, including in the City Centre and Holbeck areas, physical regeneration frameworks and projects in neighbourhood renewal areas, and the Leeds Regeneration Partnership, Civic Architects Unit.
- Tourism – Gateway Yorkshire – the Tourist Information Centre, Conference Leeds – the business tourism desk, tourist development and marketing.

3 Achievements 2006/7 include:

- Successful bid for Local Enterprise Growth Initiative funding - £15m+ over 3 years to support enterprise in deprived areas.
- Completion of major city centre public realm improvements – Briggate, Park Square, Merrion Gardens and Assembly Street/Chancellor Court on time and within budget.
- Selection of Leeds as location for a 'large' casino
- Enquiries for sites of premises (inward investment and relocations) 9% higher than 2005/06. Increasing use of on-line search facilities.
- Increasing use of 'urban design' workshops to help investors and developers improve their design and improve the physical functioning (legibility) of the city
- Improvements to customer service at Gateway Yorkshire and increased retail sales
- All promotional material rebranded in the Leedsliveitloveit style and new inward investment web-site launched – locateinleeds.co.uk

4 Issues for 2007/08

a) Co-location of services with the Chamber of Commerce and other business support providers.

From mid June 2007 the Business & Enterprise and Tourism Services have been co-located with the Leeds Chamber of Commerce and Industry, Leeds Media, the West Yorkshire Employers Coalition, the China-Britain Business Council and the British American Business council in refurbished premises – White Rose House on York Place. This will enable closer working with partners and provide a single gateway for businesses. The concept has the strong support of Government Office and Yorkshire Forward. It is hoped that as other organisations see the benefits of co-location they will also want to take part.

b) Partnership Working

Partnership working has always been important in economic development and will continue to be so. Within Leeds co-location is an attempt to make more sense of the multitude of agencies and bodies. There is a real challenge to involve those bodies that have a regional or sub-regional focus and it is hoped that the new Local Area Agreement and 'duty to co-operate' will facilitate this.

c) City Centre Public Realm Improvements

In order to maintain the success of the City Centre and ensure investment continues, continued renewal of the public areas is essential. Major investment is required over the next few years and all potential sources are being explored. We must be able to respond to the challenge from other centres like Manchester and Sheffield as well as the rise of internet shopping and a new 'vision' for the City Centre will be developed to help ensure the continued success of the city centre.

d) Leeds Economy

Expectation around the continued prosperity of the Leeds economy remains high, yet in today's global economy we have to work hard to 'stand still' let alone improve. The attraction of international companies is becoming more important. The challenge is how best to resource this.

BRIEFING NOTE FOR SCRUTINY BOARD

PLANNING AND DEVELOPMENT SERVICES

1. INTRODUCTION

We are responsible for providing Planning services; determining planning applications, completing S106 Agreements, dealing with appeals and breaches of planning control through the enforcement process. We also ensure building regulations are complied with and take action to tidy up derelict/unsightly land and buildings. We also examine the highways and transportation implications of planning applications and prepare Section 276 Agreements for works to the public highway.

Our aim is to support Leeds key strategic objectives of “Going up a League” and “Closing the Gap”, through the management of new development proposals. This means that we must achieve high quality developments and public spaces in a way which meets the ambitions and timescales of the applicant and reflects the concerns of members of the community. This often means resolving competing objectives. We can help to narrow the gap by delivering training packages targeted at the unemployed and ensuring appropriate forms of new investment and job creation take place in the right places.

2. DESCRIPTION OF SERVICES

Planning Services; delivering planning applications, appeals and enforcement cases. Dealing with development enquiries.

Building Standards; dealing with applications for buildings in accordance with the building regulations, safety of sports grounds, and dangerous structures.

Projects; dealing with key applications (eg LIFT), co-ordination of Section 106 Agreements, service improvements, managing the Development Enquiry Centre.

Highways; advising on the highways and transportation implications of development proposals. Completion of Section 278 works for work to the public highway.

3. RECENT WORKLOADS/PERFORMANCE

	04/05	05/06	06/07	1 Apr-30 Jun	07/08 Predicted
Planning Received	7865	7212	7307	2043	8000+
Performance					
Majors	60.6%	53.3%	61%	62.5%	
Minors	65.3%	70.7%	69.9%	81.9%	
Others	80.5%	81%	83.6%	88%	
Appeals Received	226	280	337	63	240
Enforcement Complaints	1427	1608	1612	449	1800
Building Control Rec	5153	5044	4836	1183	4800

- Leeds receives more major planning applications than any other local Planning Authority (approximately 340 per year).
- We receive more big planning applications approximately 60 per year than any other authority (ie over than 200 dwellings or more than 10,000 square metres of industrial/commercial/mixed use floor space).
- Our workload per planning case officer is 166 applications per year. The recommended case load is 150, assuming smaller/less complex schemes. This compares with 105 per officer in Manchester, 103 per officer in Nottingham and 129 per officer in Liverpool.

3. ACHIEVEMENTS IN 2006/07 INCLUDE

(a) Planning

- Determination of the Eastgate/Harewood retail scheme.
- Approving all school PFI schemes
- Approving 7 EASEL projects allowing for the first development to proceed.
- Achieving all best value targets for the determination of applications.
- Confirmation of CPO for Trinity Quarter development

- Delivering the highest level of house completions of any district in the UK (approximately 3,300 units in 2006/07)
- Approval of strategic review of Planning Services

(b) Building Standards

- A growing reputation for dealing with tall buildings (eg Bridgewater Place, Lumiere), an invitation to supervise similar projects elsewhere in the UK (eg Salford Quays).
- Built in quality award for 4 Leeds schemes.
- Production of an access guide for people with disabilities.

(c) Highways

- Completing Section 278 Agreement for Eastgate Quarter.
- Rapid and pro-active response to planning applications.
- Significant progress on Highways Design Guide

4. KEY CHALLENGES FOR 2007/08

Following the Strategic Review of planning issues we are also undertaking a review of Building Standards which is focussing on tackling the ever increasing competition from the private sector and our loss of market share.

Our key priorities are:-

- Improving the quality, public involvement and dealing with major strategic projects in the city. This initiative will also embrace proposals for Planning Performance Agreements as outlined in the Planning White Paper. It will deal with larger projects for example Eastgate/Harewood, Quarry Hill, West End, Kirkstall Forge, EASEL, Kirkstall Road, and Aire Valley. A development prospectus is in the course of preparation.
- Improving customer satisfaction with the planning and building standards services by setting up customer panels and preparing Charter Mark applications.
- Reviewing the performance of the Plans Panels to ensure that they operate in an effective and efficient way thereby helping to promote a positive image of Leeds to our citizens, developers and investors. A report is to be presented to the overview and Scrutiny Board in October 2007.

- Speeding the delivery of e-planning initiatives, to meet Government targets and to provide better access on information for Members, the public and applicants.
- Monitoring planning application performance and reducing the balance of old applications in order to continue to meet Government targets and maximise income from planning delivery grant.
- Improving the effectiveness of our enforcement service with more proactive communication on key complaints.
- Marketing our specialist skills in building standards to gain increased work income and market share.
- Publishing the Street Design Guide for residential development.
- Continuing to secure additional resources to support the planning and development service particularly in order to reduce the workload per planning officer and to provide additional advice and expertise in the fields of Urban Design, Landscape, and Conservation.

BRIEFING NOTE FOR SCRUTINY BOARD

ASSET MANAGEMENT

The Asset Management service is responsible for the strategic management of £3.3 billion of City Council assets. It is responsible for providing Chief Officers with property which is in the correct location and which is fit for purpose.

The following are some of the key issues/challenges faced by the Asset Management service over the next few years:-

1. IMPLEMENTATION OF THE CORPORATE LANDLORD PHILOSOPHY.

The Corporate Landlord Philosophy is one in which all property is 'owned' corporately (rather than by services) and where Chief Officers are freed of the day to day responsibility for property management, thus enabling them to focus on service delivery. Together the Directorates of City Development and Resources are charged with implementing the Corporate Landlord Philosophy over the next 12-18 months.

2. FLEXIBLE WORKING AGENDA

The City Council occupies a significant amount of office accommodation, much of which is in the City Centre – an expensive solution to its needs. It is now appropriate for a number of reasons to review this policy ie:-

- Lifestyle – to examine whether there are different ways of working which can benefit both the Council and its current and future employees.
- Sustainability – can the number and times of journeys to work be reduced so as to reduce CO² emissions and also officer time spent travelling.
- Advances in information technology which now make the above achievable.
- Regeneration – a relocation of Council occupied property could offer a massive regeneration boost to a fringe City Centre area if the options appraisal supports a 'critical mass' type solution.
- Savings through rationalisation

- A project team has been set up to oversee the delivery of a flexible working solution and will take a report to CMT on the next steps later this summer.

3. **CAPITAL RECEIPTS FROM SURPLUS PROPERTY**

The Asset Management service is responsible for the delivery of the capital receipts which support the Executive Board's declared priorities in the Capital Programme. So far this year the service has completed the disposal of Leeds Bradford International Airport (£146m) and has delivered over £10m at the end of Quarter 1 against the 2007/08 target of £20m for other non-airport receipts. Continuing to hit the capital receipts targets is a major challenge for this service.

4. **COMMUNITY ASSETS**

The Government has declared its support for the transfer of some surplus assets to community trusts. Asset Management are working with Environment and Neighbourhoods to identify where the transfer of assets will assist the Council in delivering its corporate objectives. Clearly the disposal of surplus assets for less than best consideration in this way needs to be balanced with the need to deliver the capital receipts in (3) above.

5. **LEEDS ARENA**

The Asset Management service employs a number of project managers/co-ordinators who are responsible for overseeing the delivery of major projects in the city such as the Leeds Arena. Clearly, delivery of the Arena to the deadline approved by Executive Board is a significant challenge.

6. **KIRKGATE MARKET ASSET MANAGEMENT PLAN**

The Kirkgate Market AMP has been consulted upon with all 99 Ward Members in June 2005 and also with the traders. The views expressed by Members and traders have shaped the options which are now due to be shared with the general public.

NOTE FOR SCRUTINY BOARD

DESIGN SERVICES

Design Services is made up of the two Service Areas: Engineering Services and Architectural Design Services. Engineering Services is based at Middleton and Architectural Design Services (ADS) now partnered with Jacobs as the Strategic Design Alliance (SDA) is at Adams Court.

Engineering Services

Engineering Services works with our partners Mouchel Parkman. The in-house service includes:

- Highways design
- Bridge design
- Bridge strengthening and maintenance
- Construction management
- Site development services
- Land drainage
- Geotechnical engineering

With our partners we are responsible for delivery of the Local Transport Plan programme and City Council schemes – examples of schemes we are currently delivering and which will continue in 07/08 are:

- Leeds Inner Ring Road, Stage 7 Due for completion December 2008
- East Leeds Link Road Due to complete October 2008
- A65 Quality Bus Initiative Abbey Road section completed in 2007
Due for Completion 2011/2012
- Private Streets Programme £1.3m in 2006/07.
£1.6m in 2007/08
Total Scheme £7.8m over 6 years

Over the last 3 years the service has also delivered award winning schemes for the John Charles Approach at the Centre for Sport and the refurbishment of Briggate.

The Geotechnical service provides a service both within the Council and to other local Authorities as well as other parts of the Development Department negotiating with developers to gain the maximum price for sites which the Council are selling, this was as much as £1m for Sharp Lane.

Section 278 Schemes include the associated highways works for private developments such as Bridgewater Place 06/07, High Royd's Hospital 2007/08, Leeds Grammar School 2007/08.

Land Drainage oversees the Water Management Service for the Council and play a major role in measures to reduce flooding.

In 2007/08 Engineering Services is to become part of Highways as part of the Change Programme

Architectural Design Services

ADS works with our partners Jacobs as the Strategic Design Alliance. The in-house service includes:

- New Build Design and Improvement and Alteration of schools, libraries, children's centres and public buildings such as the Art Gallery.
- Building Maintenance
- A Building Surveying advice and maintenance package for schools
- Landscape Design
- Quantity Surveying
- Mechanical and Electrical Engineering
- Energy and Condition Surveys
- Planning supervisor services
- Water Management Services including legionella testing

With our partner, our multi skilled teams have a very wide breadth of experience in undertaking all building types from briefing and site appraisal, through feasibility studies, design and production to contract administration and after care.

In the last 3 years ADS have won several awards for the quality of their designs including:-

- New Bewerley Primary School – 3 RICS Awards
- Hollybush Primary School – ASC Award Sustainable Communities
- Armley One Stop Shop – Shortlisted for RICS 2005
- Merion Gardens – Award for Landscape at Leeds Architectural Awards 2006
- Otley Library – Green Apple Award

Key issues facing the service are the sustainability of the workload over the next 3 years and, building on the success of the quality designs produced, to achieve even higher standards in design and customer care.



Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 24th July 2007

Subject: Presentation on the Leeds Initiative

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 Scrutiny Board (City Development) in June 2007 asked for a presentation by representatives of Leeds Initiative on progress with regard to the restructure of the Leeds Initiative.
- 1.2 Members of the Board also asked that the presentation include details of how the Local Area Agreement affects the Leeds Initiative and the issues involved.
- 1.3 The presentation to the Board today will be undertaken by the Director of Leeds Initiative, Kathy Kudelnitzky with support from the following Leeds Initiative officers subject to any last minute changes:
- Martin Dean, Senior Programme Manager
 - Jane Stageman, Senior Project Manager

2.0 Recommendations

- 2.1 That Members listen to the presentation by representatives of Leeds Initiative and ask questions of them, in order to identify if there are any areas, which Members consider ought to be scrutinised further and included in the Board's work programme.

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Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board City Development

Date: 24th July 2007

Subject: 20MPH Zones

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 At the last Scrutiny Board meeting Members asked for a report detailing the position and future proposals with respect to the introduction of 20 mph zones in Leeds.
- 1.2 It was agreed in developing the Board's work programme that this report should be presented to the Board meeting today.
- 1.3 The Director of City Development has submitted the attached paper for consideration by Members.

2.0 Recommendations

- 2.1 Members are asked to consider this report and question officers in order to determine:
 - (a) whether the Board wishes to undertake further scrutiny of this matter?
 - (b) what further information, if any, the Board requires?
 - (c) how will this contribute to achieving the aims and priorities of the Council's Plan 2005/2008?

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Report of the Director of City Development

Scrutiny Board (City Development)

Date: 24 July 2007

Subject: 20 MPH ZONES

Electoral Wards Affected:

All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

This report details the position and future proposals with respect to the introduction of 20 mph zones in Leeds.

A programme to provide traffic calmed 20 mph zones in residential areas across the city is being followed which has included 23 schemes to date with a further 22 schemes planned for the remaining 4 years of the current Local Transport Plan to March 2011.

1.0 Purpose Of This Report

1.1 This report outlines work undertaken and planned in terms of 20 mph zones.

2.0 Background Information

2.1 The introduction of 20 mph zones is an integral part of the Local Transport Plan programme for addressing the reduction of road injuries in line with local and national targets.

2.2 Traffic calmed 20 mph zones form part of the overall package of measures designed to address casualty patterns. They form a part of the overall approach to casualty reduction which is based on the following:

- Sites for Concern – these are individual locations, generally junctions, where casualty levels are significantly higher than elsewhere on the network
- Lengths for Concern – these are lengths of road which have been identified as having casualty rates above the national rate for the character of road.

- Areas for Concern - this is an appraisal of casualty rates in local communities which forms the basis for identifying the basis for 20 mph zones

- 2.3 The overall road safety engineering programme is tailored to address the diverse distribution of road injuries across the entire highway network. In this regard as part of the overall programme for casualty reduction an established process is in place for the identification of local and area based safety issues through the systematic monitoring and evaluation of road accident data.
- 2.4 Whilst the approaches used to identify sites and lengths for concern typically accounts for around 30% of the casualties that occur in the Leeds district annually, the remaining 70% of casualties generally take place across the wider network in a dispersed and unpredictable pattern that cannot be readily targeted with site specific schemes. Area 20 mph zones are prioritised to target those areas with raised road injury rates where the distribution and disparate nature of the accidents indicates that a lower speed limit supported by traffic calming measures will an effective approach to casualty reduction.
- 2.5 The 20 mph zone programme also seeks to address road safety on the school journey in a comprehensive way. Rather than following a blanket approach to providing 20 mph zones outside school entrances road safety in the wider local community is targeted since this has been shown to be more effective in addressing the overall patterns of child injuries, including those involving school students. This is again underpinned by long term analysis of the road casualty data which indicates that a very small proportion of child pedestrian injuries (around 1%) occur in the immediate vicinity of the school and that injuries to children are either likely to occur elsewhere on their journeys to school (around 17%) or more often at other times of the day when engaged in non-school related activities.

3.0 Main Issues

- 3.1 At present there are 23 20 mph zones in the Leeds District. These zones include 39 school locations. A further four zones are being progressed for implementation during the current financial year and will extend coverage to an additional eight schools.
- 3.2 During the remaining period of the LTP to March 2011 it is planned to introduce at least eighteen further 20 mph zones by 2011. As well as addressing a total of approximately 48 annual accidents. This programme will also increase the number of schools included within 20 mph zones by approximately 40 to place one third of Leeds primary schools within a 20 mph zone by the end of the decade. It is estimated that approximately 40% of all casualties that occur within the immediate vicinity of schools will fall within these areas.
- 3.3 A copy of the programme plan will be displayed prior to the meeting.

4 Implications For Council Policy And Governance

- 4.1 The introduction of 20 mph zones is consistent with the objectives of the West Yorkshire Local Transport Plan 2006-11 and with the Council's corporate policies.

5 Legal And Resource Implications

- 5.1 This report raises no specific legal and resource issues. The introduction of 20 mph zones is subject to the relevant road traffic and highways legislation and the

statutory instruments relating to traffic calming. The programme of schemes is being funded from the LTP Integrated Transport budget in line with the road safety priorities. Individual scheme proposals are reported to the Director of City Development and as required to the Executive Board.

6 Conclusions

- 6.1 This report has outlined the role of 20 mph zones as part of the Local Transport Plan programme for improving road safety and reducing road injuries in line with local and national targets.

7 Recommendations

- 7.1 Members are requested to note and comment on the contents of this report.

APPENDIX 1

EXISTING 20 MPH ZONE AREA SAFETY SCHEMES

Traffic Calmed Zone	Year of completion
Smeaton Approach	1998
Ebor Gardens	1999
Burley Lodge	1999
Hyde Park Phase 1	1999
Chapelton & Harehills Phase 2	2000
Stanks Estate	2000
Richmond Hill area Phase 1	2000
Beeston, Malvern Road	2001
Beeston Hill	2001
Garforth, Fairburn Drive	2001
Richmond Hill area Phase 2	2001
Methleys Home Zone	2001
Richmond Hill area Phase 3	2002
Richmond Hill area Phase 4	2002
Chapelton & Harehills Phase 3	2004
Potternewton	2004
Rawdon Littlemoor Home Zone	2004
Hyde Park Phase 2	2005
Kirkstall	2005
Armley	2006
Harehills West	2007
Halton East	2007
Halton West	2007

Appendix 2
Current Programme for 20mph Zone Area Safety Schemes

Location	Planned year of implementation
<u>In Progress</u>	
Belle Isle/Nesfield (LZC022)	2007-08
Belle Isle/ West Grange (LZC 020)	2007-08
Harehills/Conways (LZC004)	2007-08
Harehills/Bayswater (LZC003)	2007-08
Horsforth/Town Street (LZC049)	2007-08
<u>Planned</u>	
Middleton/Sissons (LZC016)	2007-08
Hawksworth Wood (LZC001)	2007-08
Farsley Springbank	2007-08
Roundhay/Oakwell (LZC038)	2008-09
Seacroft/Foundry Mill (LZC005)	2008-09
Bramley East/Ganners (LZC032)	2008-09
Seacroft/Hollin Park (LZC013)	2008-09
Bramley East/Victoria Park (LZC031)	2008-09
Horsforth/Broadgate (LZC048)	2008-09
Middleton/Acre (LZC017)	2008-09
Seacroft/Boggart Hill (LZC010)	2009-10
Seacroft/Ramshead (LZC009)	2009-10
Belle Isle/Aberfield (LZC024)	2009-10

Schemes post 2008-09 will be subject to further review and evaluation

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Originator: Richard Mills

Tel:247 4557

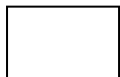
Report of the Head of Scrutiny and member Development

Scrutiny Board (City Development)

Date: 24th July 2007

Subject: Work Programme

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 attached appendix provides Members with a copy of the Board's current Work Programme (Appendix 1).
- 1.2 At appendix 2 is the Forward Plan for July to October 2007.

2.0 Recommendation

2.1 The Board is requested to:

- (i) Determine any additional items for the Work Programme.
- (ii) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.

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Item	Description	Notes	Type of item
Meeting date – 18th September 2007			
<i>Reports required from Department by 29th August 2007</i>			
Performance Management Information	To receive performance management information relating to Resources	Quarterly Report	PM
Strategic Review of Planning	To receive a progress report on the Strategic Review of Planning	Review started in 2006	DP/ RP
Meeting date – 16th October 2007			
<i>Reports required from Department by 26th September 2007</i>			
City Centre Area Action Plan	To consider the results of the City Centre Area Action Plan		RP
Bottlenecks / Pinch Points in our Transport System	To receive a report from the Director on this issue	Members concerned that there still appears to be a number of quick transport wins the city can make by reducing pinch points often at little cost – e.g enforcing or introducing parking restrictions	B

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
Transfer of Services to City Development	To receive a report on the transfer of services to the City Development Department on 1 st April 2007	Council restructured on 1 st April 2007	B
Supply of one & two bedroomed flats in the city, the vacancy factor and supporting infrastructure	To receive a paper on the supply of one & two bedroomed flats in the city, vacancy factor and infrastructure to support these new developments	Members concerned at a range of issues including the lack of shops doctors surgeries and other services at many of these new developments	RP / B
Local Enterprise Growth Initiative (LEGI)	To consider a report on achieving the spend under LEGI		RP
Meeting date – 20th November 2007			
<i>Reports required from Department by 31st October 2007</i>			
Performance Management Information	To receive performance information relating to resources	Quarterly Report	PM
Contribution to the revised Local Area Agreement	To receive a report on LAA	What are the Director's responsibilities with regard to LAA. How will performance be measured	B

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
Leeds City Market & Car Boot Sales Cross Green	To consider a paper on the opening hours of Leeds City Market and its outlets and vacancy rates <ul style="list-style-type: none"> future of the Council's car boot sale at Cross Green site 	Members were concerned at improving the hours of opening of the market to serve the new developments around the city centre and that the market closes on Wednesday pm. Also redevelopment of the Cross Green site.	RP / B
Multi Purpose Arena	To receive a paper on progress with regard to this development		B
Meeting date – 18th December 2007 Reports required from Department by 28 th November 2007			
BV165 % of pedestrian crossings with facilities for disabled people	To receive the outcome of the completed audit	The audit was requested to determine whether these crossings meet all the required standards	PM
Town and District Centre Review	To receive a report on progress with regard to this review		DP
Section 106 Agreements (Town and Country Planning Act 1990) and Section 278 Agreements (Highways Act 1980)	To consider a report detailing the process involved, identification of the audit trail and enforcement, total funding available in 12 month period, amount unspent, strengths and weaknesses	Members concerned on a number of issues including enforcement of conditions imposed on developers to undertake works under these section agreements	RP

Key:

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

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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 – 22nd January 2008 <i>Reports required from Department by 31st December 2007</i>			
Review of the Conservation Unit	To consider a report on the Conservation Unit to include available resources, progress on reviewing our 60 conservation areas, and availability of advice to developers and individuals	Members concerned at a range of issues including whether we are meeting our legal obligations	B
Meeting date – 19th February 2008 <i>Reports required from Department by 30th January 2008</i>			
Performance Management Information	To receive performance information relating to resources.	Quarterly Report	PM
Meeting date – 18th March 2008 <i>Reports required from Department by 27th February 2008</i>			
Meeting date – 22nd April 2008 <i>Reports required from Department by 2nd April 2008</i>			
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

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

Unscheduled Items			
Working Groups			
Working group	Membership	Progress update	Dates of meetings

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

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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 July 2007 to 31 October 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)
Contract for the supply of bio-diesel To approve the contract for the supply of Bio-Diesel for a three year period from July 2007 until June 2010 with an option to extend 12 months.	Director of City Services	2/7/07	Procurement Unit/Environment Department and User Departments	Tender submissions	Director of City Services
Arena Development To seek Members' approval to the selection criteria to be used to determine the developer and the site for an arena in Leeds.	Executive Board (Portfolio: Development and Regeneration)	4/7/07	Asset Management Group, Leader of the Council , Executive Board Members.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Aire Valley Action Plan preferred options Approval of area Action Plan preferred outlines for formal public consultation.	Executive Board (Portfolio: Development and Regeneration)	22/8/07		The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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)
Elland Road Master Plan To advise Members of the outcome of public consultation on the draft masterplan proposals for Elland Road	Executive Board (Portfolio: Development and Regeneration)	22/8/07	Asset Management Group, Leader of the Council, Executive Board Members	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Pudsey Bus Station - Associated Highway Works Authority to implement highway works associated with the redevelopment of Pudsey Bus Station	Executive Board (Portfolio: Development and Regeneration)	22/8/07	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	Director of City Development
Otley Heavy Goods Vehicle Traffic To seek approval for proposals for HGV management in the Otley area	Executive Board (Portfolio: Development and Regeneration)	22/8/07	Neighbouring Local Authorities	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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)
Horsefair, Wetherby Permission to implement the scheme known as 'Pedestrian Improvements to Horsefair, Wetherby'.	Executive Board (Portfolio: Development and Regeneration)	11/9/07	Public consultation in support of the outline proposals was completed May 2006. Statutory consultation during detailed design.	The report to be issued to the decision maker with the agenda for the meeting	Director of City 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

Executive Board Portfolios

Executive Member

Central and Corporate	Councillor Mark Harris
Development and Regeneration	Councillor Andrew Carter
Environmental Services	Councillor Steve Smith
Neighbourhoods and Housing	Councillor John Leslie Carter
Leisure	Councillor John Procter
Children's Services	Councillor Richard Brett
Learning	Councillor Richard Harker
Adult Health and Social Care	Councillor Peter Harrand
Leader of the Labour Group	Councillor Keith Wakefield
Leader of the Morley Borough Independent Group	Councillor Robert Finnigan
Advisory Member	Councillor Judith Blake

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