



SCRUTINY BOARD (CITY DEVELOPMENT)

Meeting to be held in Civic Hall on
Tuesday, 16th October, 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 meeting held on 18th September 2007.</p>	1 - 8
7			<p>OVERVIEW AND SCRUTINY MINUTES</p> <p>To note the minutes of the Overview and Scrutiny Committee meeting held on 2nd July 2007.</p>	9 - 12

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8			<p>EXECUTIVE BOARD MINUTES</p> <p>To receive the Executive Board minutes of the meeting held on 11th September 2007.</p>	13 - 20
9			<p>A65 QUALITY BUS CORRIDOR - REQUEST FOR SCRUTINY</p> <p>To consider a report from the Head of Scrutiny and Member Development attaching a report from the Director of City Development providing information on two particular issues raised by Councillor Illingworth in his request for Scrutiny at the Board's previous meeting, in order to determine whether the Board should undertake further scrutiny of this matter.</p>	21 - 34
10			<p>REQUEST FOR SCRUTINY REGARDING THE INTRODUCTION OF 'HOME ZONES'</p> <p>To consider a report from the Head of Scrutiny and Member Development attaching a request for Scrutiny concerning the introduction of 'Home Zones'.</p>	35 - 50
11			<p>CONSULTATION ON STRATEGIC OUTCOMES AND IMPROVEMENT PRIORITIES FOR THE LEEDS STRATEGIC PLAN</p> <p>To consider a report and presentation from the Assistant Chief Executive (Planning, Policy and improvement) requesting comments from the Board on the draft strategic outcomes and improvement priorities proposed for the Leeds Strategic Plan 2008-11 with particular regard to the city's economic and physical development.</p>	51 - 58
12			<p>SHARING THE SUCCESS - LEEDS LOCAL ENTERPRISE GROWTH INITIATIVE (LEGI)</p> <p>To consider a report from the Head of Scrutiny and Member Development providing a summary of progress in delivering 'Sharing the Success', the Leeds Local Enterprise Growth Initiative (LEGI).</p>	59 - 68

Item No	Ward/Equal Opportunities	Item Not Open		Page No
13			<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 1st October 2007 to 31st January 2008.</p>	69 - 80
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting of the Board will be held on 20th November 2007 at 10.00am with a pre-meeting for Board Members at 9.30am.</p>	

Agenda Item 6

SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 18TH SEPTEMBER, 2007

PRESENT: Councillor R Pryke in the Chair

Councillors G Driver, J Dunn, R Procter,
B Selby and A Shelbrooke

22 Declaration of Interests

Councillor Pryke declared a personal interest in Item 9 – Impact of Flooding Events on the Leeds District – (Minute No. 27 refers), as a member of the Yorkshire Regional Flood Defence Committee.

23 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Ewens, Harper, Lobley and Monaghan.

24 Minutes of Last Meeting

With regard to Minute No. 18 - **Leeds Initiative Presentation**, a Member referred to the fact that a response from Leeds Initiative detailing the political composition of the new corporate structure had not been circulated to the Board. The Principal Scrutiny Adviser reported that details would be circulated to Members by email as soon as they were made available.

With reference to Minute No.17 - **Presentation by Chief Officers of the City Development Department**, the Chair reported that a number of questions had been submitted by Councillor Lobley following the last Board meeting and a detailed response to these had been provided by the City Development Department and had been emailed to all Members of the Board.

RESOLVED - That the minutes of the meeting held on 24th July 2007 be confirmed as a correct record.

25 Executive Board Minutes

RESOLVED – That the minutes of the Executive Board meeting held on 22nd August 2007 be received and noted.

26 Request for Scrutiny - A65 Quality Bus Initiative Environment Assessment

The Principal Scrutiny Adviser submitted a report outlining a request for Scrutiny made by Councillor J Illingworth with regard to the A65 Quality Bus Initiative. Attached to the report was a copy of the legal advice provided to

Councillor Illingworth on behalf of the Assistant Chief Executive (Corporate Governance) in response to his request for Scrutiny.

Councillor Illingworth attended the meeting to detail the reasons for his request for Scrutiny to the Board. Jean Dent, Director of City Development, Caroline Allen, Head of Development and Regulatory, Chief Executive's Department and Andrew Hall, Transport Strategy Manager, City Development Department, were in attendance to put forward the legal and Departmental case and respond to questions from the Board.

Councillor Illingworth tabled some key points on the A65 Quality Bus Initiative, in particular outlining his concerns regarding its **size**, the **cumulative impact** of several major schemes in the area and **community involvement** and **consultation**.

Initial points of clarification were sought from Councillor Illingworth and officers.

The Principal Scrutiny Adviser stated that a number of the issues raised by Councillor Illingworth were concerns about the extent to which officers were authorised to take action under the Council's officer delegation scheme. Members were reminded that Council had recently requested a review of this scheme with a view to a report being presented to the October Council meeting.

The Board asked the Director of City Development to submit a report to the next Board meeting setting out the department's response to the issues raised by Councillor Illingworth, in order to determine whether to undertake further scrutiny.

RESOLVED –

- (a) That the request for Scrutiny by Councillor Illingworth and the letter of the Assistant Chief Executive (Corporate Governance) setting out the legal position with regard to this issue, be received and noted.
- (b) That a report be submitted by the Director of City Development to the October meeting of the Board, to include in particular information on the cumulative impact and past and future consultation on the A65 Quality Bus Initiative.

27 Impact of Flooding Events on the Leeds District

The Head of Scrutiny and Member Development submitted a report to the Board as a result of the resolution made at the Board's meeting on 24th July 2007 to receive an update regarding the recent flooding problems in Leeds and progress on implementing the recommendations of the 2006 Scrutiny Commission Inquiry into flooding within Leeds.

As background information, Members were provided with the joint report of the Director of City Development and Director of Resources to the Executive Board on 4th July 2007, setting out the impact of flooding events in Leeds in

Draft minutes to be approved at the meeting
to be held on Tuesday, 16th October, 2007

June 2007. The Scrutiny Commission's (Flooding within Leeds) Final Inquiry report and recommendations published in April 2006, following flooding on 12th August 2004 and 3rd May 2005, were also provided to the Board.

Jean Dent, Director of City Development, Richard Davies, Head of Risk and Emergency Planning, Corporate Services, David Sellers, Principal Engineer Land Drainage, City Development Department, Tom Knowland, Head of Sustainable Development, City Development Department and Steve Smith, Head of Environmental Services, City Services, attended the meeting to respond to Members' queries and comments.

Members were advised that it had been estimated that at least 300 houses in Leeds had been flooded internally and that many of these households would still be in temporary accommodation. A review of the responses to the June 2007 floods had taken place and further proposals would be put forward to the Corporate Management Team and Executive Board in October. The Board was also informed that the Environment Agency had agreed to put the Leeds flood defence scheme to safeguard the city centre, back on their agenda.

In brief summary, the main issues discussed were:

- **Partnership working** – Members were advised that SORM (State of the River Meeting), in which the main partners were Leeds City Council, the Environment Agency, Yorkshire Water and British Waterways, was now continuing as **Aire Action Leeds** and Chaired by the Environment Agency. Meetings at Director level had also been held with the Environment Agency on how to deal with the day-to-day management of the River Aire and there were plans to develop a single telephone number for people to ring in a flooding emergency.
- The **flood resilience scheme** which was being supported by the Council and Defra – this would include providing flood defence equipment for vulnerable houses and giving advice to householders as an interim measure, whilst the Environment Agency investigated longer term flood defence schemes.
- **Public meetings** - concerns about Members not being kept informed by the Environment Agency of public meetings they had been holding in the Leeds area, particularly concerning **Collingham Beck**. Officers agreed to raise this matter with the Environment Agency and also that the Agency revisit their recent feasibility study on flood defences at Collingham.
- **Developments on Flood Plains** – concern about outline planning permission being given for developments on flood plains.
- Members were advised that run-off rates should be limited to the green field **run-off rate** through the use of balancing tanks and ponds in respect to future developments.
- Members were informed that the report to the Executive Board in October would include recommendations for more **staff resources** in the Land Drainage Section to enable the Department to spend more time on planning applications, including site visits and undertake more enforcement work.

- Members were also advised on the extensive **liaison** that takes place between the Land Drainage and Planning Sections of the Council.
- **Drainage** – the problems of shared responsibility between Yorkshire Water and the Council's Highways section.
- **Fragmented ownership of water courses** – the lack of awareness of riparian owners on their responsibilities and the permissive powers of the Council to remove blockages.
- **Costs of gully clearing and improved drainage** - seen as a growing area of importance by the Government which was making more resources available and which the Council would be bidding for.

RESOLVED – That the report and background information provided to the Board be noted.

(Note: Councillor Dunn left the meeting at 11.25am during the consideration of this item.)

At the end of this item, at 11.40am, the meeting was adjourned for five minutes.

28 Update on the Strategic Review of Planning and Development Services

The Chief Planning Officer submitted a report outlining the progress on implementing the solutions within the five improvement themes of the strategic review for Planning and Development Services, for Members' consideration and comment. The five improvement themes that had been identified by the strategic review were:

1. Capacity building and working with the private sector
2. Realising a definitive officer view
3. Development and support for Plans Panels
4. Information and communication technology
5. Improved customer services

Phil Crabtree, Chief Planning Officer from City Development Department, was welcomed to the meeting to present the report and respond to queries and comments from the Board. He was accompanied by Jean Dent, Director of City Development.

Members were advised that the main area of concern was the **appeals record**, which would impact on the Council's Comprehensive Performance Assessment.

Members complimented officers on progress made so far. The main issues discussed were in brief summary:

- The number of successful **appeals** and the length of the appeals process – the need for a comprehensive guide to producing clearer, more concise, better quality submissions.
- The **House Extension Design Guide** – that this should help improve the quality of submissions and provide advice on precedents.

- **Membership of Plans Panels** – several concerns were expressed by Members. They were advised that training was now compulsory for Members.
- **Enforcement** – had now moved back into the Planning Section and was seen as a priority.
- **The Design Advisory Panel** - Members were advised that this was chaired by the City Architect, John Thorp, and was supported by the Commission for Architecture and the Built Environment. The Panel's guidance had led to significant improvements in the quality of design to the larger and more sensitive schemes within the city.

RESOLVED –

- (a) That the report be noted.
- (b) That a further update report on the appeals panels be submitted to the January meeting of the Board.

29 Performance Report Quarter 1 2007/08

The Head of Policy, Performance and Improvement submitted a report discussing the key performance issues considered to be of corporate significance identified for the Scrutiny Board (City Development) as at 30th June 2007, including a predicted Comprehensive Performance Assessment (CPA) score for 2007/08. Attached to the report was a performance table detailing all the Performance Indicators (PIs) relevant for this Board.

Jean Dent, Director of City Development, Phil Crabtree, Chief Planning Officer, Tom Smith, Head of Performance and Communication Team, City Services and Paul Maney, Head of Performance Management, City Development Department, attended the meeting to respond to questions and comments from the Board.

Members had been advised in the report that the **key areas of concern** at the end of Quarter 1 (1st April to 30th June 2007) had been identified as:

BV215a – The average number of days taken to repair a street lighting fault which is under the control of the local authority.

BV215b - The average number of days taken to repair a street lighting fault, where response time is under the control of a Distribution Network Operator.

BV204 – The percentage of appeals allowed against the authority's decision to refuse on planning applications.

In response to queries from the Board, Officers advised that the concerns with regard to street lighting were largely to do with the accuracy and collection of the data by the contractor rather than issues of performance. These concerns were being addressed by the Department.

RESOLVED – That the report and Quarter 1 performance information be noted.

(Note: Councillor R Procter left the meeting at 12.10pm during the consideration of this item.)

30 Corporate Plan Indication ED 50

The Director of City Development submitted a report to the Board on its recommendations that the **Corporate Plan Indicator ED50 be deleted**. CP-ED50 was 'To increase the proportion of businesses who say they are satisfied that the Council is helping to create a good business environment in Leeds'.

Jean Dent, Director of City Development, Paul Stephens, Chief Economic Services Officer and Jo Rowlands, Policy and Information Officer, both from the City Development Department, attended the meeting and responded to queries and comments from the Board.

Members were advised that the current method of collecting data for this indicator was inadequate, although it was recognised that finding out what local businesses thought of Council services was important. Only three other authorities used this indicator. The recommended alternative method, to carry out a more comprehensive and properly stratified survey however, would require considerable more resources. This would be hard to justify given the benefits and given the changes that might arise with the possibility of local authorities being given powers by the Government to levy a **Supplementary Business Rate** (SBR). It had therefore been recommended in the report that the indicator be dropped from the corporate plan and consideration be given to its reintroduction if SBR plans became more definite.

RESOLVED – That the report and recommendation that the Corporate Plan indicator ED50 be dropped from the corporate plan and that consideration be given to its reintroduction if SBR plans became more definite, be noted.

31 Recommendation Tracking

The Head of Scrutiny and Member Development submitted a report outlining the new, more formal system of recommendation tracking which would ensure that scrutiny recommendations were more rigorously followed through.

The recommendations for tracking by this Board for this meeting related to the **Flooding Inquiry** considered earlier in the agenda under Item no. 9 (Minute no.27 refers), and these were attached to the report. A draft status classification had been given for each recommendation and Members were requested to confirm whether these assessments were appropriate or not.

RESOLVED –

- (a) That recommendations 2, 3, 11, 12 and 14 continue to be monitored.
- (b) That recommendations 1, 4, 5, 6, 7, 9 and 10 no longer required monitoring.

- (c) That recommendations 8 and 13 required further action and with regard to recommendation 8, that the Principal Scrutiny Adviser writes to the Yorkshire Water Authority to determine progress.

32 Work Programme

The Head of Scrutiny and Member Development submitted the Board's current Work Programme together with a relevant extract of the Council's Forward Plan of Key Decisions for the period 1st September to 31st December 2007.

RESOLVED –

- (a) That the current Board's work Programme be received and noted.
- (b) That the reports below, as requested in the meeting, be added to the Board's Work Programme:
- A65 Quality Bus Initiative Report to the October meeting.
 - Further update report on the appeals panels of the Strategic Review of Planning and Development Services to the January meeting.
- (c) That a report on the City Development Department's budget be included in the Board's Work Programme for November.

33 Date and Time of Next Meeting

RESOLVED – To note that the next meeting of this Board would be held on Tuesday 16th October 2007 at 10.00am with a pre-meeting for Board Members at 9.30am.

The Chair thanked everyone for attending and the meeting concluded at 12.30pm.

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OVERVIEW AND SCRUTINY COMMITTEE

MONDAY, 2ND JULY, 2007

PRESENT: Councillor P Grahame in the Chair

Councillors B Anderson, B Gettings,
S Golton, T Hanley, W Hyde and R Pryke

Apologies Councillors S Bentley, A Harrison and E Minkin

13 Chair's Opening Remarks

The Chair welcomed Members and Officers to the meeting, and in particular Councillor Gettings, who was attending his first OSC meeting.

14 Declaration of Interests

No declarations of interest were made.

15 Minutes - 4th June 2007

A Member queried Minute No 5(a), which had referred to the Scrutiny Board (Environment and Neighbourhoods) the decision of the Executive Board taken on 16th May 2007 to extend the **management agreements with the ALMOs** for a further five years, to 31st January 2013, with a view to that Board considering whether to formally review that decision.

Following a further discussion, it was –

RESOLVED –

- (a) That the minutes of the meeting held on 4th June 2007 be confirmed as a correct record;
- (b) That the decision recorded under Minute No 5(a) be rescinded, and a review of the relevant Executive Board decision be added to the OSC work programme.

(NB Councillor Golton joined the meeting at 10.09 am during the consideration of this item).

16 Minutes - Executive Board - 13th June 2007

Councillor Hanley made reference to Minute No 8, **Proposed Development of a Dance Headquarters on Quarry Hill for the Northern Ballet Theatre Company and Phoenix Dance Company**, and indicated that he would be seeking clarification regarding the exact extent of the Council's proposed

financial commitment to this scheme, in his capacity as Chair of the Scrutiny Board (Culture and Leisure).

RESOLVED – That the minutes of the Executive Board meeting held on 13th June 2007 be received and noted.

17 Monitoring of the Personnel Panel - January to December 2006

Further to Minute No 139, 3rd April 2006, the Committee received a report from the Chief Officer (HR) regarding the operation of the Personnel Appeal Panel arrangements during 2006, the first full year of operation of the revised arrangements, which no longer involved Elected Members in the process.

RESOLVED –

- (a) That the report be noted;
- (b) That in view of the continuing involvement of the Corporate Governance and Audit Committee, this issue be removed from the OSC work programme.

18 OSC Work Programme

Further to Minute No 10, 4th June 2007, the Head of Scrutiny and Member Development submitted a report regarding the Committee's work programme, updated to reflect decisions taken at the last meeting.

The following additional items were identified for inclusion in the work programme:-

- **Immigration**, and the effect on Council and partner services;
- **ALMOs** – Review of the Executive Board decision, 16th May 2007, to extend the management agreements with the ALMOs for a further five years, to 31st January 2013 (see earlier Minute No 15);
- **Group Office support to Members**
- OSC's current role in the **budget setting and monitoring** process.

RESOLVED –

- (a) That the report be noted;
- (b) That a Working Group be established comprising the Chair and Councillors Hanley, W Hyde and Pryke to scope the proposed Terms of Reference of the above proposed Inquiries.

19 Scrutiny of the Budget - Performance Outturn 2006/07

Further to Minute No 46, 6th November 2006, the Committee received and considered the Performance Outturn Report 2006/07 of the Director of Resources submitted to the Executive Board at its meeting on 13th June 2007.

Doug Meeson and Helen Mylan, Resources Department, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues raised were:-

- The **Sport and Active Recreation Service** overspend of £400,000 (Paragraph 3.4.2 of report refers) and a breakdown of how much of this figure related to the re-opening of the South Leeds Sports Centre;
- The reasons behind the £100,000 deficit in budgeted income in respect of the **Cemeteries and Crematoria Services** (Paragraph 3.4.4 refers);
- Re-assurances regarding the ring fencing of the **Swarcliffe PFI funding** (Paragraph 7.7 refers);
- **Debt re-scheduling** (Paragraph 3.9.6 refers) – Members requested full details of the original loan arrangements and the revised arrangements which had enabled savings of £21.8 m;
- **ALMO finances and Right To Buy monies** (Paragraph 7.8 refers) – Members requested a breakdown of the 'Right to Buy' receipts and details of what the money had been used for.

RESOLVED –

- (a) That the report be noted;
- (b) That Members be supplied with the requested further details.

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EXECUTIVE BOARD

TUESDAY, 11TH SEPTEMBER, 2007

PRESENT: Councillor M Harris in the Chair

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

Councillor J Blake – Non voting advisory member

61 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 proceedings, that if members of the public were present there would be a disclosure to them of exempt information so designated as follows:

- (a) The appendix to the report referred to in minute 68 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 interest of the Council, in relation to the disposal of this property or other similar transactions about the nature and level of offers which may prove acceptable to the Council.

It is considered that whilst there may be a public interest in disclosure, much of this information would be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighed the public interest in disclosing the information at this point in time.

- (b) The appendix to the report referred to in minute 83 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 of the shortlisted partners may be prejudicial to the competitive process resulting in a reduced income to the Council.

62 Declaration of Interests

Councillor Brett declared a personal interest in the item relating to the Children's Services and Children's Trust arrangements update (minute 70 refers) as the Chair of the Children Leeds Partnership.

Councillor J L Carter declared a personal interest in the item relating to the Development Proposals for Elland Road (minute 66 refers) as a member of the West Yorkshire Police Authority.

Councillor Harrand declared a personal interest in the item relating to the Future Ownership and Management of the Council's Small Industrial Unit Portfolio (minute 83 refers) as an unpaid Director of a company managing a group of small industrial units.

Councillor Harris declared personal interests in the items relating to Harehills Middle School and Hillside School, Beeston – Allocation of Grant to Tiger 11 (minutes 81 and 82 refer) as a Fellow of Leeds School of Entrepreneurship. He also declared a personal and prejudicial interest in the item relating to the Development Proposals for Elland Road (minute 66 refers) in relation to his business interests.

A further declaration of interest made during the meeting is referred to in minute 70 (Councillor Harker).

63 Minutes

RESOLVED – That the minutes of the meeting held on 22nd August 2007 be approved as a correct record.

CHILDREN'S SERVICES

64 Governing Body Proposal to Close St Gregory's Catholic Primary School in August 2008 Following the Publication of Statutory Notices

The Chief Executive of Education Leeds submitted a report on the proposal by the Governing Body of St Gregory's Catholic Primary School to close the school.

RESOLVED –

- (a) That the changes to the legal requirements for the determination of proposals on school organisation be noted.
- (b) That the Governing Body proposal on the closure of St Gregory's Catholic Primary School be referred to the schools adjudicator for determination.
- (c) That a further report be produced to determine the new arrangements for the determination of proposals on school reorganisation.

65 Vacation and Occupation of Chair

Councillor M Harris having declared a personal and prejudicial interest in the following minute vacated the Chair and left the room.

Councillor A Carter assumed the Chair.

DEVELOPMENT AND REGENERATION

66 Development Proposals for Elland Road

Further to minute 215 of the meeting held on 14th March 2007 the Director of City Development submitted a report on the outcome of public consultation on the development proposals for the Elland Road site, presenting a proposed informal planning statement as a guide to future development proposals and on initial proposals for progress.

RESOLVED –

- (a) That the outcome of the public consultation process on the development proposals for the Elland Road site be noted.
- (b) That the informal planning statement presented as a guide to future development proposals for the Elland Road site be approved and note that it may be necessary to review the content of the information planning statement dependent upon the outcome of the major leisure interest shown in the site.
- (c) That the exploration of the potential and the implications for the provision of a park and ride facility on the site be approved.
- (d) That in principle the sale of the former Greyhound Stadium site at open market value to the West Yorkshire Police Authority as a site for their new Divisional HQ, subject to the final terms being agreed by the Director of City Development be approved.
- (e) That a proportion of the receipt from the Greyhound Stadium site and others arising from the Council disposals in the area covered by the informal planning statement may be required to facilitate the reconfiguration of car parking and the implementation of any infrastructure proposals required to facilitate the comprehensive redevelopment of the Elland Road site be noted.

67 Re-Occupation of the Chair

Councillor Harris re-entered the meeting and resumed the Chair

68 The Former Headingley Primary School

The Director of City Development and the Director of Environment and Neighbourhoods submitted a report on the request made by the Headingley Development Trust to transfer the former Headingley Primary School site to the Trust for less than best consideration for development as an enterprise and arts centre.

Following consideration of the appendix to the report designated as 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 consideration of the request from Headingley Development Trust to transfer the former Headingley Primary School to the Trust be deferred to the November meeting of the Board.

CHILDREN'S SERVICES

69 Proposal to Make a Prescribed Alteration at Harehills Primary School

The Chief Executive of Education Leeds submitted a report on the outcome of a formal consultation undertaken to make a prescribed alteration to permanently increase the admission number at Harehills Primary School from 60 to 90 reception places.

RESOLVED – That the publication of statutory notices to make a prescribed alteration to Harehills Primary School by permanently increasing the

admission number from 60 to 90 reception places with effect from September 2009 be approved.

70 Children's Services and Children's Trust Arrangements Update

Further to minute 182 of the meeting held on 9th February 2007 the Director of Children's Services submitted a report on the development, implementation and impact of new children's trust arrangements for Leeds

RESOLVED –

- (a) That the progress made in the implementation and impact of the children's trust arrangements in Leeds since the February 2007 report be noted.
- (b) That the forthcoming challenges and opportunities in progressing these arrangements, particularly in relation to preparations for the forthcoming Joint Area Review in Leeds be noted.

(Councillor Harker declared a personal interest in this matter as a member of the Children Leeds Partnership)

NEIGHBOURHOODS AND HOUSING

71 Lease at Less Than Best Consideration - Agreement to Lease 23 Miscellaneous Properties to CANOPY 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 of 23 Council owned miscellaneous properties to Canopy, for the purpose of refurbishment and improvement for accommodation for vulnerable tenants.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the lease of the 23 properties listed in the report to Canopy Housing Project at a peppercorn rent for a 25 year period at less than best consideration be approved.
- (c) That formal negotiations commence to complete the leasing arrangements with Legal and Democratic Services and Canopy.

72 Update on the Regeneration of the Beverleys Area of Beeston

Further to the minute 182 of the meeting held on 19th January 2005 the Director of Environment and Neighbourhoods submitted a report on the progress made on the Beverleys acquisition and demolition scheme.

RESOLVED – That the expenditure of £5,960,000 of Regional Housing Board grant funding be authorised in order to continue the regeneration of the Beverleys area as planned.

73 Gipton Home Buy Scheme

Further to minute 212 of the meeting held on 17th February 2006 the Director of Environment and Neighbourhoods submitted a report on a proposed private equity model to fund an equity stake of up to 50% of the purchase price of a

property, dependent upon the applicant being able to fund a conventional mortgage of at least 50% of the market price to purchase a home on the new development on the former Amberton Road/Lower Gipton Crescent site.

RESOLVED –

- (a) That an injection of £1,308,014 fully funded by the sale of the land at Amberton Road/Lower Gipton Crescent to Gladesdale Homes be approved.
- (b) That expenditure of £1,308,014 be authorised.

LEISURE

74 Deputation to Council - Action Against Ragwort Group Regarding the Control of Ragwort

The Chief Recreation Officer submitted a report in response to the above deputation to Council on 18th July 2007.

RESOLVED – That the contents of the report be noted and the action taken to date to manage Ragwort and other invasive weeds on Leeds City Council land be approved.

75 The London 2012 Olympics - Opportunities for Leeds

The Director of City Development and Director of Leeds Initiative submitted a joint report outlining how Leeds can benefit from the London 2012 Olympic and Paralympic Games and detailing the structure and resource implications of developing and implementing the proposals.

RESOLVED –

- (a) That the Council's role in maximising the benefits for Leeds that the London 2012 Olympic and Paralympic Games present be supported and approved.
- (b) That the additional financial requirements included in the report be noted, and that a source of funding will need to be identified from 2008/09 be noted.
- (c) That the future arrangements detailed in the report to take forward this project be supported and approved.

ENVIRONMENTAL SERVICES

76 Waste Strategy

Further to minute 96 of the meeting held on 18th October 2006 the Director of Environment and Neighbourhoods submitted a report on the Waste Strategy with particular reference to service developments proposed to enable Leeds to meet the combined recycling and composting rate of 50% by 2020.

RESOLVED –

- (a) That increasing the recycling target included in the Waste Strategy to 'greater than 50% by 2020' be approved.
- (b) That the proposed recycling service developments, in particular the commitment to weekly collections of food waste be supported.

Draft minutes to be approved at the meeting to be held on Wednesday, 17th October, 2007

- (c) That the projected financial implications of the strategy be noted and that provision be included within the City Council's future financial plans, commencing in 2008/09 financial year, subject to regular review.
- (d) That the Outline Business Case for a residual waste treatment facility currently being developed be noted and that the approval for its submission to DEFRA will be sought from Members at their next meeting on 17th October.

NEIGHBOURHOODS AND HOUSING

77 WykeBECC (Built Environment and Catalyst Centre) - Seacroft

The Director of City Development and Director of Environment and Neighbourhoods submitted a joint report on a proposal to establish a Wyke Built Environment and Catalyst Centre on the site of the East Leeds Family Learning Centre and seeking to inject £1,295,000 into the City Development capital programme from the Local Enterprise Growth Initiative programme to cover the expenditure.

RESOLVED –

- (a) That an injection of an additional £1,295,000 into the City Development capital programme from the existing £15,600,000 LEGI programme be approved.
- (b) That the scheme as detailed in the report, at an estimated total cost of £1,295,000 be approved.
- (c) That the incurring of expenditure of £1,295,000 towards the purchase of the modular building, site preparation, fit out costs and associated fees to be met from the LEGI be authorised.

LEISURE

78 The Potential of Leeds Town Hall to become a First Class Concert Hall: Outcomes of feasibility study

The Chief Libraries, Arts and Heritage Officer submitted a report outlining the findings of the study into the feasibility of developing Leeds Town Hall into a first class concert hall and to identify next steps.

RESOLVED – That officers investigate the potential of putting together a mixed funding package to upgrade Leeds Town Hall to a first class concert hall and report back to Executive Board with the outcome of the investigations.

DEVELOPMENT AND REGENERATION

79 Aire Valley Action Plan preferred options

The Director of City Development submitted a report on plans to consult on the Preferred Options for the Aire Valley Leeds Area Action Plan.

RESOLVED –

- (a) That the Aire Valley Leeds Area Action Plan Preferred Options for publication along with its Sustainability Appraisal and other supporting documents be approved.
- (b) That representations between 5th October and 16th November 2007 be formally invited.

80 Proposed Refurbishment of City Centre Public Realm

The Director of City Development submitted a report on the need for major investment in the city centre pedestrian area and adjacent streets on proposals for a co-ordinated strategy of refurbishment and maintenance.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the principle of a co-ordinated programme of maintenance and improvements for street and public space refurbishment in the city centre pedestrian area as indicated in the report be agreed.
- (c) That officers work up a detailed programme of works, and progress funding proposals in accordance with the Council's Financial Procedure Rules
- (d) That officers ascertain the costs and possible sources of funding of an enhanced maintenance and cleansing regime and an increased city centre patrol of uniformed Liaison Officers and report back to Executive Board on the outcome of these investigations.

81 Harehills Middle School

The Director of City Development submitted a report on a proposal to spend an additional £500,000 of the £4,700,000 of Local Enterprise Grown Initiative funding already included in the approved capital programme for a grant to allow Harehills Community Interest Company to refurbish Harehills Middle School.

RESOLVED –

- (a) That the scheme, as detailed in the report, at a revised estimated total cost of £900,000 (£400,000 previously approved) be approved.
- (b) That the incurring of expenditure of £500,000 towards refurbishment of Harehills Middle School to be met from LEGI scheme 13303 in the approved capital programme be authorised.

82 Hillside School, Beeston - Allocation of Grant to Tiger 11

The Director of City Development submitted a report on a proposal to release an additional £400,000 of Local Enterprise Growth Initiative funding already included in the approved capital programme for a grant to allow Tiger 11 (Together in Growth and Economic Regeneration in Leeds 11) to purchase and refurbish Hillside School to provide workspace and meeting rooms in Beeston.

RESOLVED –

- (a) That the scheme as detailed in the report, at a revised estimated total cost of £600,000 (£200,000 previously approved) be approved.

- (b) That the incurring of expenditure of £400,000 towards purchase and refurbishment of Hillside school to be met from the LEGI scheme number 13303 in the approved capital programme be authorised.

83 The Future Ownership and Management of the Council's Small Industrial Unit Portfolio

Further to minute 57 of the meeting held on 21st September 2005, the Director of City Development submitted a report on the outcome of the marketing exercise that was undertaken to establish the level of interest in the Council's small industrial unit portfolio with a view to forming a partnership with the public, private or voluntary sectors, for the future ownership and management of the portfolio.

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

RESOLVED –

- (a) That officers report back to Executive Board with a recommendation for a preferred and reserve bidder.
- (b) That the outcome of the marketing exercise be noted and the three short listed organisations detailed in the confidential Appendix II be approved.
- (c) That the list of properties for inclusion in the portfolio as detailed in Appendix III be agreed and that the Council will reserve the right to remove or add further properties to the list where appropriate.

DATE OF PUBLICATION: 13TH SEPTEMBER 2007
LAST DATE FOR CALL IN: 21ST SEPTEMBER 2007

(Scrutiny Support will notify Directors of any items called in by 12 noon on Monday 24th September 2007)



Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Development)

Date: 16th October 2007

Subject A65 QUALITY BUS CORRIDOR – Request for Scrutiny

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 on 18th September considered a request for Scrutiny from Councillor J Illingworth concerning the officer delegated decision not to undertake an Environmental Assessment with regard to the A65 Quality Bus Corridor.
- 1.2 The Board decided that in order to determine whether to undertake further scrutiny of this matter that the Director of City Development submit a report to this meeting setting out the department's response to two particular issues raised by Councillor Illingworth, namely, the cumulative impact of this scheme and the alleged lack of consultation.

2.0 Information

- 2.1 In accordance with the Scrutiny Board's request a report of the Director of City Development is attached for the consideration of Members.
- 2.2 A copy of the report and legal advice considered at the last Scrutiny Board meeting is attached for Members information.
- 2.3 Members of the Board are reminded that Council on 20th June 2007 requested that the Chief Executive bring forward a report to Council as to how Councillors can be better involved with the decision making process and to bring forward a new system of officer delegation to reflect greater democratic involvement. Members of the Board may wish to consider referring Councillor Illingworth's concerns in this regard to this review.

3.0 Recommendations

3.1 The Scrutiny Board is requested to:-

- (i) consider the attached report of the Director of City Development and ask questions of the officers attending the meeting.
- (ii) determine on the evidence presented, whether further scrutiny is required and, if so, what form this should take.



Report of the Director of City Development

Scrutiny Board (City Development)

Date: 16 October 2007

Subject: A65 QUALITY BUS CORRIDOR

Electoral Wards Affected:

Kirkstall, Hyde Park and Woodhouse,
City and Hunslet



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

Further to the item concerning this scheme considered at the September meeting of the Board this report provides further information about the proposed scheme in terms of background to the development of the scheme; past, present and future consultation; and the relationship between the scheme and other developments along the A65 corridor.

1.0 Purpose Of This Report

- 1.1 This report provides additional information about the A65 Quality Bus Corridor major scheme.

2.0 Background Information

- 2.1 The Department for Transport (DfT) granted Programme Entry status to the Council's bid for the A65 Quality Bus Corridor (QBC) major scheme in June 2006 at an out-turn cost of £20.746 million. In addition, the Executive Board has approved £834,000 costs for the preparation of detailed designs and contract for the scheme costs which the DfT require the scheme promoters to meet.
- 2.2 Previous to the above approval, detailed development of a scheme for the A65 corridor commenced in 1999 leading to the submission of a major scheme business case to the Government in the summer of 2000 as part of the first Local Transport Plan 2001-06. Provisional Approval (now "Programme Entry") was granted to the scheme in December 2001 at a forecast out-turn cost of £20.9 million.

- 2.3 Subsequently it became clear during 2003 as the early development of the detailed scheme proposals progressed that a number of issues were likely to influence the final design option, including:
- Creating a design for the Kirkstall Road section (Inner Ring Road to Willow Road) that was capable of accommodating a “boulevard” approach and the flexibility needed for the design to accommodate newly emerging aspirations for the comprehensive regeneration of sites south of the road.
 - Requests to minimize the requirements for property acquisition particularly in the Burley area and at Kirkstall. A wish was expressed by Ward Members and planning officers to safeguard existing local shops and businesses.
- 2.4 In view of these early design responses, these matters were reviewed as part of the scheme development process along with an examination of the opportunities to simplify the proposals and, at the same time, reduce the impacts on public utilities.
- 2.5 As a result of the review modifications to the scheme design were made to reflect the feedback and views received, which were then discussed with the Department for Transport in terms of the scheme approval. An update to the approved business case was then submitted to the DfT in September 2003.
- 2.6 In summary the modifications to the scheme were as follows:
- Inner Ring Road to Willow Road – conversion of the proposed separate busway into a general traffic carriageway resulting in a more conventional dual carriageway layout with with-flow bus lanes in each direction, thereby facilitating a boulevard effect and also allowing for the future improvement of junctions to accommodate anticipated redevelopment.
 - Willow Road to Haddon Road – removal of outbound bus lane from the scheme thus allowing the retention of the existing retail premises at Burley.
 - Haddon Road to Kirkstall centre – limited changes to the entry exit points of the bus lanes thus allowing retention of existing retail premises at Kirkstall.
- 2.7 Subsequent to the scheme update, in April 2004 the DfT requested the submission of a revised major scheme business case and further advised in December 2004 that the scheme was to be “remitted to the region”. Thus the final decision on the scheme was not made until June 2006 following the establishment of the Regional Transport Board and their first advice to Ministers regarding regional transport priorities.
- 2.8 The major scheme forms part of an overall quality bus corridor for the entire A65 corridor within the Leeds district. The overall principle behind the programme is the effective management of traffic congestion and queues to achieve a step change in the journey time and reliability of the bus services using the corridor. Elements of the QBC programme are as follows:
- City Centre to Kirkstall – A65 QBC major scheme, as described by this report
 - Kirkstall to Horsforth – Abbey Road bus priority scheme now completed
 - Horsforth to Guiseley – future stages to be progressed, preparatory upgrades to the Council’s transport model now in process

2.9 The indicative programme for completing the scheme subject to concluding the preparatory work and securing full scheme approval from the DfT is as follows:

Winter 2007/08	First stage tenders for Early Contractor Involvement
2008	Finalise detailed design, contract documents, statutory procedures and complete contract documents
Winter 2008/09	Second stage tenders and appointment of works contractor Submission for DfT Full scheme approval
Spring 2009	Start of works
Summer 2011	Completion of works

3.0 Main Issues

3.1 At this Board's September meeting additional information concerning public consultation and the relationship of the cumulative development along the A65 corridor to the scheme proposals was requested.

Public consultation and engagement

Development of the scheme has involved an extended period of public consultation as follows:

1999 onwards, extended period of engagement including the following:

- Winter 1999, Ward Member briefing
- February 2000, survey of current bus users
- July 2000, public consultation on scheme proposals
 - 17,000 leaflets distributed to residential and commercial premises
 - Three staffed public exhibitions in Burley, Kirkstall and Horsforth
 - Attendance at Kirkstall Festival
 - Consultation with community groups (5 groups participated)
- Autumn 2000, displays in local libraries along the corridor
- Summer 2002, Ward Member briefing
- September 2002, Kirkstall Forum briefing

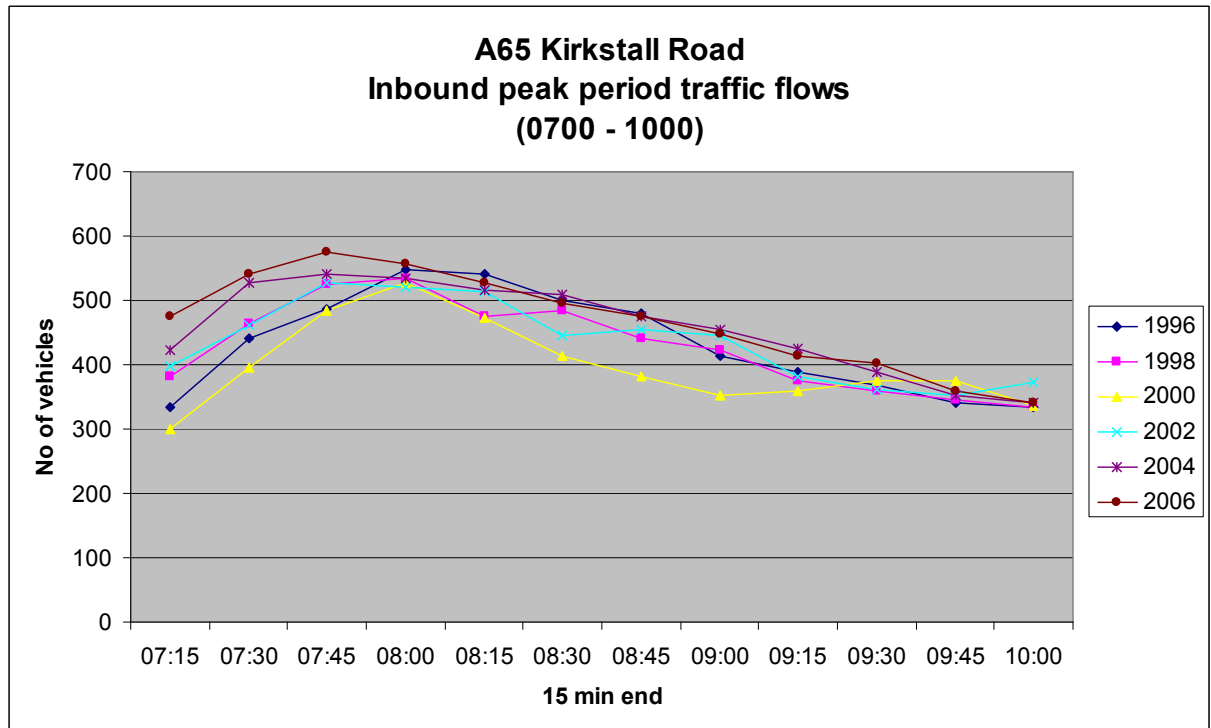
2003 to 2005, during this period the scheme was effectively on-hold pending agreement of the design modifications with DfT and agreement on the route forward.

2006 onwards, establishment of the project and Project Board to oversee the work. Present activities to fully inform Members and residents and the public include:

- September 2006, Ward Member briefing following Department for Transport decision to grant programme entry.
- September 2006, report to Executive Board
- Autumn 2006: A65 Kirkstall Road web page updated to reflect the new status of the scheme.
- Winter 2006/07: Briefing for Kirkstall/Burley Forum and display of plans for Inner North West Area Committee.
- Spring/Summer 2007: An article included in *About Leeds* regarding the scheme.
- July 2007, Ward Member briefing
- Summer 2007: A leaflet distributed to the 8,000 residences within 650 metres of the proposed scheme and to passengers using the A65 bus routes.
- Autumn 2007: three staffed exhibitions will be held along the route of the scheme:
 - Milford Rugby Club, Beecroft St, Tuesday 16th October.
 - Kirkstall Valley Primary School, Argie Road, Wednesday 17th October.
 - Burley Liberal Club, Burley Road, Wednesday 24th October.
 - September/October, consultation with the 140 immediate residential frontagers along the line of the scheme including officer visits as necessary
- Winter 2007/08: Second newsletter updating progress and containing more detailed information about programming and the process for appointing a contractor.
- Spring/Summer 2008: Third newsletter providing an update on progress

Implications of cumulative impacts of development on the scheme proposals

- 3.2 As explained in section 2 of the report the principle of the scheme is one of utilising queue management techniques for the control of traffic flows in a way that effectively allows buses to bypass traffic congestion and the associated queues along the busiest sections of the A65 route into Leeds.
- 3.3 Bearing in mind that the section of road concerned has operated at capacity for many years during the centre of the peak period the scheme has been designed to accommodate this factor. Primarily this is achieved by ensuring that the lengths of bus priority lane provided within the scheme are adequate to accommodate the forecast traffic queues thereby ensuring that buses can gain free flow access to the bus lane. A profile of traffic flow levels over the last ten years is included below.



- 3.4 The above figure illustrates that traffic flows during the high peak period have remained largely stable over the last ten years. In terms of the design of the scheme, local traffic counts and data are being used by Urban Traffic Control to plan the detailed specification of the traffic control proposals within the scheme.
- 3.5 Traffic flow along the route is a function of the development along the corridor and within its hinterland including recent developments. The scheme case did not need to explicitly include an analysis of cumulative development impacts, rather it is based on the observed traffic flows and future forecast flows on the lengths of road at which the scheme is targeted. A multi-modal transport model was used to forecast the modal transfer from car to bus expected from the scheme.
- 3.6 In terms of cumulative development impacts along the A65 route, development proposals have been assessed on an individual basis as they are brought forward to the Council. This takes the form of an assessment of the site traffic impact/transport appraisal submitted in the course of the planning application process, in accordance with established practice.

4 Implications For Council Policy And Governance

- 4.1 This report does not raise any issues for Council policy and governance other than those already considered by the Board at their 18 September meeting.

5 Legal And Resource Implications

- 5.1 This report raises no specific legal and resource implications.

6 Conclusions

- 6.1 This report has outlined the approach to consultation being pursued to ensure public engagement in the final detailed scheme for the A65 Quality Bus Corridor. It has

also provided the background context to the scheme design in terms of traffic flows and the relationship to past and future development decisions along the route.

7 Recommendations

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



Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 18th September 2007

Subject: Request for Scrutiny – A65 Quality Bus Initiative Environmental Assessment

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 A request for Scrutiny has been made by Councillor J Illingworth concerning the officer delegated decision not to undertake an Environmental Assessment with regard to the A65 Quality Bus Initiative.
- 1.2 Councillor Illingworth suggests that (a) the size of the scheme prevented it from being included within the category of General Permitted Development (b) officers did not have the power under the Council's officer delegation scheme to decide not to undertake an environmental assessment of this scheme and (c) that by definition the decision to dispense with an environmental assessment should have been a "Key Decision" and has therefore not been properly notified and published as the law requires.
- 1.3 Attached is a copy of the legal advice provided to Councillor Illingworth. It should be noted that the view of the Assistant Chief Executive (Corporate Governance) is that the decisions were properly taken in accordance with the Constitution. It is not the role of this Board to define whether or not decisions are Key Decisions. However this Board could consider more generally, rather than with regard to this specific case, whether it considers any amendments need to be made to any of the definitions of Key, Major or Significant Operational decisions as currently defined in the Constitution and if so make recommendations to the Leader accordingly.'
- 1.4 Councillor Illingworth has been invited to attend today's meeting to detail to the Board the reasons for his request for Scrutiny.

2.0 Options for Investigations and Inquiries

2.1 When considering the request for Scrutiny, the Scrutiny Board (City Development) shall determine;

- how further scrutiny meets criteria approved from time to time by the Overview and Scrutiny Committee?
- consider the current workload and whether a formal Inquiry can be adequately resourced?
- whether a formal Inquiry should be undertaken?

3.0 Recommendations

3.1 The Scrutiny Board is requested to consider:

- (i) the request for scrutiny by Councillor J Illingworth and the letter of the Assistance Chief Executive (Corporate Governance) and Monitoring officer setting out the legal position with regard to this issue.
- (ii) what further information, if any, is required in order to determine whether further investigation by Scrutiny is justified and what form this will take.

Councillor Illingworth
37 Kirkwood Way
Leeds
LS16 7EU

Legal, Licensing & Registration
Civic Hall
Leeds LS1 1UR

Contact: Caroline Allen
Tel: 0113 2474496
Fax: 0113 2243526
caroline.allen@leeds.gov.uk
Your ref: [Reference]
Our ref: [Reference] CA/CW138

7 September 2007

Dear Councillor Illingworth

A65 QBI Scheme – Decision Making Process

Your e-mail of 2 August to Andrew Wheeler, the Highway Design and Construction Manager within City Development, has been passed to me for a response. Your e-mail asserts, in summary, that a) the size of the Scheme prevented it from being within the category of Permitted Development and b) officers did not have the power under the officer delegation scheme to decide that an Environmental Impact Assessment was not required in respect of the A65 QBI. Scheme. You suggest that these were in fact 'Key Decisions' in accordance with the Council's Constitution, but were not treated as such by officers. As a result, you contend that the decisions have not been properly notified and published on the Forward Plan and the opportunity to call-in these decisions has been denied to Members.

The fundamental problem you raised was that the A65 QBI Scheme is a scheme, which in your words "covers about 10 hectares, affects three or more wards, straddles at least two parliamentary constituencies and involves expenditure of £23m, so it is at least 10 times larger than the maximum permitted size for officer delegation in the Council Procedure Rules".

On a preliminary point, the Constitution does not limit the delegated authority to officers in respect of schemes of a certain size, as you suggest, and, therefore, officers are not prevented from taking Key Decisions on schemes of this magnitude. As currently drafted, the Council's Constitution does allow for officers to take Key Decisions in respect of executive functions and these are subject to the same requirements for publication in the Forward Plan and call-in etc. as apply to the Executive Board. However, the officer in question may decide, where appropriate, to refer the matter to Executive Board for a decision or alternatively, an appropriate Executive Member may direct that the officer should not exercise his/her delegated authority and refer the matter to Executive Board.



However, in this case, the decision to proceed with a scheme of this magnitude was one taken by Executive Board and not by officers. The decisions to which you refer in your e-mail are ones which effectively follow the decision of Executive Board and form part of the process for implementing this Member decision.

The two decisions in question are:-

1. the decision not to make a planning application for the scheme but rather to rely on permitted development rights
2. the formal screening opinion undertaken by officers within Planning Services which concluded that an Environmental Impact Assessment for the development would not be necessary.

In order to properly consider the questions that you have raised it is necessary to view these decisions within the context in which they were taken, the fundamental point to assess being whether these discrete decisions constituted Key Decisions in their own right or whether these were decisions which flowed as a consequence of a broader decision which may have been a Key Decision and effectively embraced these procedural steps.

From my investigation it would appear that in this case the "in principle" decision to progress the A65 QBI scheme was taken by Members, and in particular the decision of the Executive Board on 20 September 2006 was significant in this respect.

The background to that decision is summarised below. The A65 QBI scheme was submitted to the Government as part of the Local Transport Plan 2001-6 submission and provisionally approved by the Government in December 2001. Subsequent discussions with the Department for Transport led to the submission of a revised scheme proposal which was developed to take on board the emerging re-development proposals for the Kirkstall Road corridor and further minimise the need for future land acquisitions.

This revised scheme was remitted for regional advice on transport priorities by the DFT in December 2004 and was subsequently identified as a priority in the Regional Transport Board's submission to the Secretary of State in January 2005. On 6 July 2006 the Secretary of State for Transport announced that the A65 QBI had been granted programme entry into the LTP major schemes programme as part of the first round of Regional Funding Allocation approvals.

A report by the then Director of Development was considered by Executive Board on 20 September 2006. This report updated Members on the current status of the project and sought approval to progress the detailed development of a scheme for the A65 QBI. The report also confirmed that progress would be reported back to the Executive Board at the key stages in the delivery process and that oversight of the scheme would be provided by a project board chaired by the Director of Development (now City Development).

The Executive Board resolved, amongst other things:

“that approval be given to commence the development of the scheme, including detailed design, statutory procedures and procurement planning”.

That decision which effectively approved the progress of the scheme was eligible for call-in but was not called in. This is particularly pertinent to the issues that you have now raised, as this decision of the Executive Board was a Key Decision and was included in the Forward Plan of Key Decisions for September – December 2006.

There has therefore been clear Member involvement in deciding to promote the scheme and the Executive Board authorised both the scheme’s initiation and progression.

Turning to the two officer decisions to which you refer:-

Counsel’s Opinion was sought by officers on the question of whether a planning application should be made in respect of the scheme or whether planning permission had been granted under the provisions of the Town & Country Planning (General Permitted Development Order) 1995. Counsel’s advice confirmed that the scheme did have permission in accordance with the GPDO and confirmed the lawfulness of this approach. The acceptance of that advice should not be confused with the decision to proceed with the scheme taken by the Executive Board “that approval be given to commence the development of the scheme, including detailed design, statutory procedures and procurement planning”. The report considered by Executive Board made reference to the “statutory procedures” and in particular paragraph 5.1 stated:

“As part of the detailed development of the scheme a full evaluation of the necessary statutory requirements will be made. This will review the requirements for planning consent processes needed to acquire any third party land and the Highways and Traffic Orders necessary to construct and implement the scheme”.

Therefore, Executive Board through its Key Decision of 20 September 2006 approved the carrying out of statutory procedures and was aware when doing so that this included, inter alia, requirements relating to the need for planning consent. It follows that the decision not to make a planning application but rather to rely on permitted development rights was a decision that officers were entitled to take in order to implement the earlier Executive Board decision. It is my view that this was not a Key Decision in its own right but was an “Administrative Decision” as it:

- a) Was within an approved budget;
- b) Was not in conflict with the Budget and Policy Framework or other approved policies approved by the Council; and
- c) Did not raise new issues of policy

As a result, the requirements as to publication in the Forward Plan and call-in etc. do not apply.

With regard to the screening opinion in respect of the need for an Environmental Impact Assessment pursuant to part 2 of the Town and Country Planning (Environmental Impact Assessment)(England and Wales) Regulations 1999, that function is part of the process required in determining planning applications made under Section 70 of the Town and Country Planning Act 1990 and is therefore delegated to officers. It is a procedural and technical requirement by which officers must formulate an opinion as to whether in summary there is likely to be substantial environmental harm arising from the development.

The responsibility for conducting EIA screening opinions under the 1999 Regulations lies with the Council in its role as local planning authority. In accordance with the Council's delegation scheme this function is delegated to the Chief Planning Officer and the Area Planning Managers pursuant to a sub-delegation scheme. These officers were therefore acting in accordance with their delegation and were lawfully entitled to take this decision. Again my view remains that this is not a Key Decision. Rather, these are detailed and administrative arrangements taken in order to carry through the Executive Board decisions and should be seen as a direct consequence and part of the implementation of that decision. Therefore they are not Key Decisions in their own right for the purposes of the Council's Constitution.

Even if a contrary view is taken that these decisions did meet the criteria for Key Decisions in accordance with the Council's Constitution, they would fall within the specified exception, namely that they both constitute:

“a decision which is a direct consequence of implementing a previous Key Decision”.
(para. 4.3 of section 5, Part III of the Constitution).

If the Executive Board or the appropriate Executive Member wished to limit the extent of the delegation to officers in respect of implementing this scheme, it could, at any point, take the decision that specific subsequent decisions relating to implementation should be referred up to the Executive Board.

If, in more general terms, it was considered that the extent of officer delegation under the Council's Constitution was too broad, then the Constitution itself would need to be amended and a recommendation would need to be made to the Leader to this effect.

I hope this helps to clarify the position. In the light of your request that the matter is investigated by Scrutiny Board and the forthcoming Scrutiny Board meeting on 18 September, I have copied this letter to Richard Mills for attaching to the Scrutiny Board Report.

Yours sincerely

Caroline Allen
Head of Development & Regulatory



Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 16th October 2007

Subject: Request for Scrutiny Regarding the Introduction of “Home Zones”

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 A request for Scrutiny has been made by the Deputy Chair of the Alliance of Service Users and Carers concerning the City Development Department’s proposals to expand the use of shared space between vehicles and pedestrians. Details of the request is attached.
- 1.2 The Deputy Chair of the Alliance of Service Users and Carers has been invited to attend today’s meeting to detail to the Board the exact nature of the request for Scrutiny.

2.0 Background

- 2.1 The Highway Design Guide adopted by Leeds in 1986 advocates the use of shared surfaces on highways and are limited to 25 dwellings in a cul-de-sac, or 50 dwellings on a through route.
- 2.2 This guide is currently being revised by the City Development Department. A new draft “street Design Guide” has been prepared and is out for public consultation during the period 14th September to 26th October 2007. A summary of this document is attached for members information.
- 2.3 This new guide reiterates its advice from the Highways Design Guide in respect to normal residential streets. However, the new guide introduces “Home Zones”. These are shared surfaces with a design speed of 10mph and do not conform to a normal highway layout. The government advice on “Home Zones” is that they can be

implemented in areas that generate up to 100 vehicular movements per hour (about 120 houses or 200 apartments)

3.0 Options for Investigations and Inquiries

3.1 When considering the request for Scrutiny, the Scrutiny Board (Development) shall determine;

- how the proposed inquiry meets criteria approved from time to time by the Overview and Scrutiny Committee
- whether the Inquiry can be adequately resourced
- whether an Inquiry should be undertaken

4.0 Recommendations

4.1 The Scrutiny Board is requested to;

- (i) Consider the request for Scrutiny from the Alliance of Service Users and Carers.
- (ii) Consider whether further Scrutiny is required on this matter and if so, what form this should take.



Leeds
CITY COUNCIL

For office use only:
Date received:

5/9/07

REQUEST FOR SCRUTINY

YOUR DETAILS

Name
Address

MR KEITH SPENMAN

Tel.
E-mail

WHAT WOULD YOU LIKE SCRUTINY TO LOOK AT? Scrutiny Boards look at issues which affect Council services or communities in general. Specific issues which are of an individual nature may be taken up with your local Councillor or referred to the Council's complaints system. Please describe the issue briefly and explain why you would like the Scrutiny Board to consider it.

IT IS UNDERSTOOD THAT COUNCIL WISHES TO EXPAND THE USE OF THE "SHARED SPACE" BETWEEN VEHICLES + PEDESTRIANS ITS IS PROPOSING TO UNDERTAKE A CONSULTATION EXERCISE. AS DEPUTY CHAIR OF THE ALLIANCE OF SERVICE USERS AND CARERS HE IS OPPOSED TO THIS PROPOSAL TO EXPAND "SHARED SPACE"

PLEASE RETURN TO:

Leeds City Council Scrutiny Support Unit
1st Floor West
Civic Hall
Leeds
LS1 1UR
Tel. 0113 39 51151

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Leeds
CITY COUNCIL

Draft

Street Design Guide

Leeds Local Development Framework



Supplementary Planning Document
Main Draft Report Summary
August 2007

If you do not speak English and need help in understanding this document, please phone: 0113 247 8092 and state the name of your language. We will then put you on hold while we contact an interpreter. This is a free service and we can assist with 100+ languages. We can also provide this document in audio or Braille on request.

(Bengali):-

যদি আপনি ইংরেজিতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে 0113 247 8092 এই নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

(Chinese):-

凡不懂英語又須協助解釋這份資料者，請致電 | 0113 247 8092 並說明本身所需語言的名稱。當我們聯絡傳譯員時，請勿掛斷電話。

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की ज़रूरत है, तो कृपया 0113 247 8092 पर फ़ोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपका फ़ोन पर कुछ देर के लिए इंतज़ार करना होगा) और उस दौरान हम किसी इंटरप्रिटर (दुभाषिण) से संपर्क करेंगे।

(Punjabi):-

ਅਗਰ ਤੁਸੀਂ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਲੇਖ ਪੱਤਰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰ ਕੇ 0113 247 8092 'ਤੇ ਟੈਲੀਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਪਣੀ ਭਾਸ਼ਾ ਦਾ ਨਾਮ ਦੱਸੋ। ਅਸੀਂ ਤੁਹਾਨੂੰ ਟੈਲੀਫ਼ੋਨ 'ਤੇ ਹਾ ਰਾਹਣ ਲਈ ਕਰਾਂਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂਗੇ।

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 247 8092 پر فون کریں اور ہمیں اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ کو لائن پر ہی انتظار کرنے کیلئے کہیں گے اور خود ترجمان (انٹریپرٹیر) سے رابطہ کریں گے۔

street design guide

summary

Leeds Local Development Framework

A GUIDE FOR RESIDENTIAL, COMMERCIAL AND MIXED USE DEVELOPMENT IN LEEDS

AUGUST 2007

LEEDS CITY COUNCIL STREET DESIGN GUIDE

1. INTRODUCTION

1.1 Leeds City Council as Highway Authority for the Leeds District is committed to creating excellent new places for people to live and work [LCC Urban Design Principle 6] and the purpose of this Street Design Guide is to achieve this aim in practice.

1.2 This Guide supplements the adopted Leeds UDP Review (2006) and is intended to complement a sister document called “Neighbourhoods for Living”. When taken together, these documents are aimed at creating excellent new places for people to live and work

1.3 This Street Design Guide for Leeds is a key element to delivering high quality residential and mixed development environments in the City, and should be used in the context of other national and local planning or design guidance. The Guide aims to reflect the approach to design as set out in the “Manual for Streets” (2007), and provides specific local guidance to supplement existing national guidance. The Guide supersedes the former West Yorkshire Metropolitan County Council’s “Highway Design Guide” (1985).



1.4 The “Manual for Streets”(MfS) emphasises the overall importance given to placemaking, and encourages the design of streets based on their function rather than purely the level of traffic carried. These principles are endorsed by the City Council, and therefore where appropriate, this Street Design Guide refers to the relevant section of MfS. This guide also provides advice regarding where the City Council does not see MfS applying.

1.5 On publication of MfS the previous “Design Bulletin 32” and “Places Streets and Movement” were withdrawn. Therefore some items from those documents have been included within this Street Design Guide, as otherwise they would be lost as sources of design advice.

1.6 The City Council guide for residential design, “Neighbourhoods for Living” [NfL] outlines the range of aspirations for residential design and it is clear that highway design is an integral part of this process, impacting on many of the considerations. What is also clear is that the design of good quality streets will go a long way towards achieving the overall aspirations.

- 1.7 The guide is intended for use by developers, design teams and others, and seeks to stimulate innovative designs that are appropriate for the context, character and location of a site and can be used safely by the travelling public. Designs will be encouraged to incorporate quality approved sustainable materials that are visually attractive, require minimum maintenance, and are in keeping with the specific local character of the area.
- 1.8 The guide covers the design of the ‘highway’ in its broadest sense, namely the public space between private dwellings or plots which facilitates all public activity, including but not exclusively the circulation and storage of motorised traffic. To this end the guide encourages designers to consider ‘streets’, not just ‘roads’, and also all the other components that make up the public realm (e.g. signs, cabinets, lighting, landscape, etc).
- 1.9 Achieving sustainable developments is crucial if the City Council are to meet their social, economic and environment objectives. These relate to sustainability in its widest sense, not only transport accessibility, so that sustainable materials, drainage and other elements are equally important. Reference should therefore be made to the City Council documents “Sustainable Development Design Guide” and “Sustainable Drainage in Leeds”.
- 1.10 A street caters for the movement of pedestrians and cyclists, vehicular traffic, servicing and access arrangements as well as less dynamic functions such as occasional car parking and landscape features. Well designed streets should accommodate all functions and purposes (including provision for utility services, street lighting and drainage), and their inter-relationship should be considered from the outset. However the emphasis should be on “people movement” based on the following hierarchy of consideration, with the needs of the disabled, the elderly, and children to be taken into account for all modes:

User Hierarchy	
Consider First	Pedestrians Cyclists Public Transport Users Specialist Service Vehicles (e.g Emergency services, waste, etc)
↓	
Consider Last	Other motor traffic

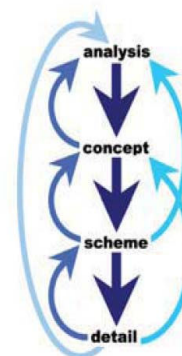
- 1.11 The guide should be used for any residential street typically serving up to 700 dwellings, for mixed use developments, and for industrial/commercial schemes.
- 1.12 Designers will be expected to demonstrate within a Design Statement how their scheme complies with the principles set out in both this guide and “Neighbourhoods for Living”, to achieve the overall aims of the documents themselves, together with the City Council’s wider aspirations for quality environments.

2. PREPARING DEVELOPMENT PROPOSALS

2.1 The preparation of successful high quality development proposals requires the design team and Council Officers to work together and also to involve the wider community [LCC Urban Design Principles 2 and 3]. This multidisciplinary approach needs to involve Architects, Planners, Engineers, Urban Designers, Landscape Architects and others.

2.2 The design process set out in “Neighbourhoods for Living” [NFL] should be followed, i.e. analysis – concept – scheme – detail.

2.3 The guidance set out in this document is intended to assist in the design of development layouts that provide safe movement for all street users, including pedestrians of all ages, cyclists, users of public transport, cars, lorries, and others. Therefore designers should select and assemble appropriate design elements to:



- Provide street layouts which meet the needs of all users and do not allow vehicles to dominate.
- Create an environment that is safe for all street users and in which people are encouraged to walk, cycle, and use public transport, and feel safe doing so.
- Help create quality environments in which to live, work and play.

2.4 The City Council is prepared to apply a much greater degree of flexibility in some areas, than it has done in the past. However, where a design or feature is proposed that does not strictly accord with design guidance, advice, or other parameters in this Design Guide, the proposer of the amendment is required to give adequate justification, for consideration by the City Council.

2.5 It is essential that this guide is used in conjunction with “Neighbourhoods for Living”, and recommendations on the appropriate parts of that document to refer to are included in the relevant sections of this Street Design Guide [as NFL Principle]. In City Centre areas, the Council’s SPG, “City Centre Urban Design Strategy” should also be referred to.

2.6 Development proposals should be accompanied by various supporting documentation as required by the City Council’s Planning Department. In addition, certain highway reports may be required as follows:-

- i) Design and Access Statement
- ii) Transport Assessment or Transport Statement
- iii) Travel Plan
- iv) Safety Audit
- v) Quality Audit

3. DESIGN GUIDANCE

3.1 Key Objectives

3.1.1 In making good places, it is vital that highways and transportation matters are considered at the same time as other aspects of the design of the development. **A co-ordinated approach** to design should therefore meet the following key objectives, and the Design Statement for any scheme should demonstrate how these objectives have been met:

- Deliver **high quality developments** that are sustainable and that relate the site to its particular neighbourhood [NfL Principle 1]
- **Design streets as spaces for people (including the disabled)**, whilst still accommodating all necessary types of street users [NfL Principles 27 and 29]
- **Link the development into the external network** of facilities [NfL Principles 5 and 14]
- **Identify intrinsic landscape characteristics** of the site and its setting, and retain/enhance existing features e.g. trees [NfL Principle 55]
- Provide safe, convenient, direct and **easy access to everyday facilities** on foot and cycle [NfL Principle 13]
- **Maximise choice** for people to be able to make journeys by non-car modes [NfL Principle 19]
- Provide **convenient and secure cycle parking** [NfL Principle 75]
- **Regulate vehicle speeds** to the appropriate design speed for the street [NfL Principle 34]
- Provide **car parking areas that are usable, safe and secure**, and can be managed efficiently without dominating the street scene [NfL Principles 76 and 77]
- Use simple, appropriate, well-detailed **high quality materials** that form a cohesive family of components requiring minimal, economical maintenance (NfL Principles 35 and 37)
- **Avoid the potential for “bad neighbour” problems**
- **Design for community safety** [NfL Principle 43].
- **Provide safe, convenient, direct and easy access to public transport stops**



3.2 Street Types

3.2.1 To achieve the key objectives, plus high quality and varied residential spaces, it is necessary to allow a much greater degree of flexibility in highway design standards than has previously been allowed, with due regard to current statutory regulations, whilst still maintaining levels of road safety and other requirements.

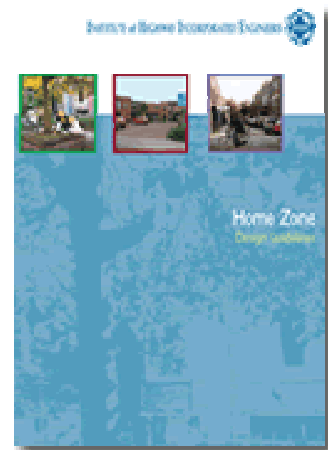
3.2.2 Guidance that contains too many unnecessary rules and restrictions can inhibit innovation, preventing schemes from reflecting local character and distinctiveness.

3.2.3 However, a more flexible approach also places greater responsibility on the Design Team to demonstrate that the proposals will operate safely and satisfactorily, are maintainable and sustainable, and to justify the design choices that have been made.

3.2.4 This Street Design Guide covers the following situations:

- a) Residential streets serving up to approximately 700 dwellings
- b) Industrial or commercial developments serving up to 20 hectares of industrial land
- c) Mixed use schemes generating up to approximately 455 two-way peak hour movements, which is the traffic flow likely to be generated by a development of 700 dwellings
- d) Private (non-adopted) streets or drives

3.2.5 The City Council supports the principle of Home Zones, and would welcome discussions with Developers who are interested in including a Home Zone within their development. Proposals for home zones will need to take account of the latest national guidance, which is currently the DfT's "The Quiet Lanes and Home Zones (England) Regulations" published in August 2006, and should be in accordance with "Home Zones, Design Guidelines" published by the Institute of Highway Incorporated Engineers.



3.2.6 The four adoptable residential street types set out below have been devised to maximise the overall range of design choices which are possible within each category, to enable the overall adopted “corridor” (including carriageways, footways, verges and other areas) to reflect and enhance the overall design, rather than control it:

Summary of Residential Street Types					
Type	Title	Pedestrian Provision	Max no of dwellings	Design Speed	Speed Limit
1	Connector Streets	Segregated	700	20-25mph	30 mph
2	Local Residential Streets	Segregated	200	20mph	20 mph
3	Shared Surface Streets	Shared	50	15mph	20 mph
4	Home Zones	Shared	Any development generating up to 100 vph in the weekday pm peak	10mph	20 mph

3.2.7 In relation to design speed, the MfS paragraph 7.4.2 recommends a maximum of 20mph. Within the local context set out in this Street Design Guide, it is considered that a design speed of 25mph would be appropriate for many Type 1 Connector Streets, although there are also situations where 20mph would be more relevant.

3.3 Detailed Guidance

- 3.3.1 Advice is provided on carriageway and footway widths, visibility, access and junction spacing, together with vertical and horizontal criteria.
- 3.3.2 To ensure that the design speeds identified for each type of street are not exceeded, advice is provided on the type and location of speed restraints.
- 3.3.3 The guide also covers criteria for the provision for the movement of pedestrians and cyclists including designing for all users.
- 3.3.4 Car parking guidelines are set out within the document. Two alternative methods are being consulted on, one based on the current UDP standard of, on average, 1.5 spaces per dwelling, and the second based on the principles set out in the Communities & Local Government document “Residential Car Parking Research”.
- 3.3.5 The document also contains information on materials, landscaping, adoption, drainage, public transport and carriageway design.

Contact Details

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Leeds City Council
Thoresby House, Level 3
2 Rossington Street
LEEDS LS2 8HD

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Email: ldf@leeds.gov.uk

Web: www.leeds.gov.uk/ldf

Street Design Guide

Leeds Local Development Framework

Supplementary Planning Document

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Report of the Assistant Chief Executive (Planning, Policy and Improvement)

Scrutiny Board (City Development)

Date: 16 October 2007

Subject: Consultation on Strategic Outcomes and Improvement Priorities for the Leeds Strategic Plan

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity	<input checked="" type="checkbox"/>
Community Cohesion	<input checked="" type="checkbox"/>
Narrowing the Gap	<input checked="" type="checkbox"/>

Executive Summary

At its meeting on 11 September 2007 Overview and Scrutiny Committee agreed that relevant Scrutiny Committees should be invited to provide feedback on the draft strategic outcomes and improvement priorities proposed for the Leeds Strategic Plan 2008 -11 with particular reference to their portfolio area. These views will then be considered collectively by Overview and Scrutiny Committee and a detailed response agreed at its 6 November meeting.

This report provides the background to the development of the Leeds Strategic Plan and the planned consultation process. The accompanying presentation at the Scrutiny Board (City Development) and the appendix to the report outline the draft strategic outcomes and improvement priorities proposed for the Leeds Strategic Plan. It is recommended that the Board considers and comments on the draft improvement priorities from the perspective of fulfilling the city's ambitions in terms its economic and physical development.

1.0 Purpose Of This Report

- 1.1 This report provides Scrutiny Board (City Development) with background to the Leeds Strategic Plan and the planned consultation process. It invites the Board to consider and comment on the draft strategic outcomes and improvement priorities to be included in the Leeds Strategic Plan 2008-11. It will be accompanied by a short presentation.

2.0 Background Information

- 2.1. On July 4th 2007, the Executive Board agreed to adopt a new corporate planning framework for the Council. At the heart of the new planning framework will be a Leeds Strategic Plan which will set out the strategic outcomes and improvement priorities for Leeds for the next three years with regard to what the Council will deliver by itself or in partnership with others.
- 2.2. The Leeds Strategic Plan is based on the themes established in the existing Vision for Leeds. It streamlines the Council's Corporate Plan, the Local Area Agreement and the Leeds Regeneration Plan into one plan. This will provide an integrated framework geared to tackling neighbourhood needs and priorities, one of the recommendations of the Council's Scrutiny Inquiry into Narrowing the Gap.
- 2.3 The Leeds Strategic Plan 2008 – 11 will incorporate the requirements of the Council's duty to consult with named partners to draw up improvement priorities for the Local Area Agreement as outlined in the Local Government and Public Involvement in Health Bill due to gain Royal Assent in autumn 2007.
- 2.4. The development of the Leeds Strategic Plan builds on the extensive consultation undertaken to develop the eight themes of the Vision for Leeds and also incorporates more recent evidence to help the Council determine its improvement priorities to achieve the Council's Mission 'to bring the benefits of a prosperous, vibrant, and attractive city to all the people of Leeds'. Generally, these have included:
- Performance reported from existing city-wide plans including the Leeds Regeneration Plan, the Council's Corporate Plan and the Local Area Agreement
 - Citizens views from the Annual Survey and surveys carried out in particular areas of the city or on particular services
 - Demographic and economic trends in the city
 - Service knowledge and experience
 - Area knowledge and experience

3.0. Main Issues

- 3.1. The Leeds Strategic Plan will shape the Council's priorities for the city. With their local knowledge and experience Members will have a key role in deciding the contents of the Leeds Strategic Plan thereby speaking up for their communities and shaping the future of the city as a whole.
- 3.2. The consultation process will provide the opportunity to 'check' with key partners

and stakeholders whether the right improvement priorities are covered, identify any gaps and explore views on how delivery can best be achieved over the next three years.

3.3. Other stakeholders to be engaged in the consultation are:

- Elected Members
 - Leeds Strategic Plan Member Reference Group
 - Scrutiny Committees
 - Area Committees
- Statutory Partners (designated by the Local Government and Public Involvement in Health Act)
- Leeds Initiative
 - Going Up a League and Narrowing the Gap Executives
 - All Strategy and Development GroupsDistrict Partnerships
- Voluntary, Community and Faith Sector
 - Strategy Group
 - Theme Forums
- Representatives of the business community
- Representatives of Trade Unions
- Council Staff
 - Chief Officers
 - Employee Focus Groups
 - Team Talk
- Equality strands
 - Citizen Focus Groups (as appropriate)

3.4. Consultation on the draft improvement priorities is taking place between September and November 2007. From November 2007 the Council and its partners will negotiate with Government Office the improvement priorities to be included in the Local Area Agreement which will form part of the Leeds Strategic Plan. The final version of the Leeds Strategic Plan is due to be presented to the Executive Board of the Council and to the Leeds Initiative at their February meetings and to the full Council meeting in April 2008.

4.0. Consideration by Scrutiny Board (City Development)

4.1. The draft strategic outcomes and improvement priorities are contained in Appendix 1 of this report and will be presented to the Board this meeting where there will be opportunity to comment on these at the meeting in relation to fulfilling the city's ambitions in terms of its economic and physical development.

4.2. The views of Scrutiny Board (City Development) will be reported to the Overview and Scrutiny Committee who will draw up a detailed response to the proposed strategic outcomes and improvement priorities to be included in the Leeds Strategic Plan based on the considerations of all scrutiny boards.

4.3. The Scrutiny Board (City Development) will have a further opportunity to comment on the indicators and targets to support the improvement priorities to be included in the Leeds Strategic Plan at its meeting in the January cycle.

5.0. Implications For Council Policy And Governance

- 5.1. The Budget and Policy Framework forms Article 4 of the Constitution which is a key part of Leeds City Council's governance arrangements. Leeds Strategic Plan must be formulated and approved in accordance with the Budget and Policy Framework Procedure Rules that require consultation, prior to consideration by Members of the Executive Board and final approval by Members of full Council.

6.0. Legal and Resource Implications

- 6.1. The Leeds Strategic Plan will contain the Council's strategic outcomes and improvement priorities for Leeds for the next three years. This will set the policy framework for setting the Council's budget in future years.

7.0. Recommendations

- 7.1. The Scrutiny Board (City Development) is requested to:

i) consider and comment on the proposed strategic outcomes and improvement priorities to be included in the Leeds Strategic Plan from the perspective of meeting the fulfilling the city's ambitions in terms of its physical and economic development.

APPENDIX 1

Draft Strategic Outcomes and Improvement Priorities for the Leeds Strategic Plan

Vision Themes	Draft Strategic Outcomes - what we want to see by 2011	Draft Improvement Priorities - our focus during 2008-11
<p>Cultural Life: A city with a vibrant and distinct cultural life Leeds will be a city with a vibrant and distinctive cultural life – a welcoming city which is internationally recognised as a centre of cultural excellence and provides cultural opportunities for everyone</p>	<p>Enhanced cultural opportunities through encouraging investment and development of high quality facilities of national and international standing.</p> <p>Increased participation in cultural opportunities through engaging with all our communities.</p>	<p>Deliver three major cultural schemes of regional and international significance.</p> <p>Increase the number of facilities receiving accreditation for quality of service.</p> <p>Increase participation in culture by providing a range of activities which can be used by all our communities and visitors.</p>
<p>Enterprise and the Economy: Promoting Leeds as the regional capital Leeds will be a competitive international city. It will contribute to the national economy and will support and be supported by an increasingly competitive region</p>	<p>Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre.</p> <p>Increased entrepreneurship and innovation through effective support to achieve the full potential of people, business and the economy.</p>	<p>Increase international communications, marketing and support activities to promote the city and attract investment.</p> <p>Deliver three major projects to improve the city centre.</p> <p>Increase entrepreneurial activity in deprived areas.</p> <p>Enhance the skills of the current workforce.</p> <p>Increase our reputation as a centre for knowledge and innovation.</p>
<p>Learning: A leading centre of learning, knowledge and research Leeds will become a learning city. Businesses and individuals will benefit from accessible world class learning, creating a wealthier city and personal and social satisfaction. We will inspire young people to see learning as their route to success</p>	<p>Enhance skills of the current and future workforce through fulfilling individual and economic potential and investing in learning facilities.</p>	<p>Improve learning outcomes for 16 year olds.</p> <p>Narrow the gap in learning outcomes for 16 year olds.</p> <p>Improve learning outcomes and skill levels for 19 year olds.</p> <p>Reduce the proportion of vulnerable groups not in education, training or employment.</p> <p>Improve participation and early learning outcomes for children from the most deprived areas.</p> <p>Develop extended services, using learning sites across the city, to improve support to children, families and communities.</p>
<p>A Modern Transport System Safe, sustainable and effective transport – meeting people’s need to get about while affecting the environment as little as possible</p>	<p>Increased accessibility and connectivity through investment in high quality, integrated transport influencing others and changing behaviours.</p>	<p>Develop proposals for an enhanced transport system aimed at securing funds for delivery.</p> <p>Improve the condition of the streets</p>

		<p>and transport infrastructure by carrying out a major programme of maintenance and improvements.</p> <p>Improve road safety for all our users, especially motor cyclists and pedal cyclists.</p> <p>Improve the quality, use and accessibility of public transport services in Leeds.</p>
<p>Environment City: A reputation for environmental excellence Leeds will have a reputation for environmental excellence through the quality of our built environment, the use of our green space, the effective use of natural resources, clean air quality and waste management. It will be a place that joins economic, social and environmental objectives so that the action we take today does not limit the choices of future generations or others elsewhere in the world</p>	<p>Reduced ecological footprint through leading the response, influencing, mitigating and adapting to environmental and climate change.</p> <p>Cleaner, greener city and more attractive city through effective environmental management and changed behaviours.</p>	<p>Increase recycling rates and reduce the amount of waste going to landfill.</p> <p>Reduce emissions from public sector buildings, operations and service delivery.</p> <p>Undertake actions to improve our resilience to current and future climate change.</p> <p>Address neighbourhood problem sites and improve cleanliness of publicly owned land.</p>
<p>Health and Wellbeing: Creating a healthy city Leeds will be a healthy city for everyone who lives, visits or works here, promoting fulfilling and productive lives for all. We will reduce inequalities in health between different parts of the city between different groups of people and between Leeds and the rest of the country</p>	<p>Reduced health inequalities through the promotion of healthy life choices and improved access to services.</p> <p>Improved quality of life through maximizing the potential of vulnerable people by promoting independence, dignity and respect.</p> <p>Enhanced safety and support for vulnerable people through preventative and protective action to minimize risks and maximize wellbeing.</p>	<p>Reduce coronary heart disease.</p> <p>Reduce the number of people who smoke.</p> <p>Embed a safeguarding culture for all.</p> <p>Reduce bullying and harassment.</p> <p>Reduce obesity and raise physical activity for all.</p> <p>Reduce teenage conception and improve sexual health for all.</p> <p>Promote emotional well-being for all.</p> <p>Improve the assessment and care management of children, families and vulnerable adults.</p> <p>Improve psychological and mental health services for children, young people and families.</p> <p>Increase the proportion of vulnerable adults helped to live at home.</p> <p>Increase the proportion of people in receipt of community services enjoying choice and control over their daily lives.</p>

<p>Thriving Places: A place of many parts Leeds will be a unique city with a strong identity and varied, stable neighbourhoods where people live out of choice not necessity, enjoying the high quality of life and range of opportunities that Leeds can offer</p>	<p>Reduced crime and fear of crime through prevention, detection, offender management and changing behaviours.</p> <p>Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities.</p> <p>Increased economic activity through targeted support to reduce worklessness and poverty.</p>	<p>Increase the supply of homes meeting the decency standard.</p> <p>Increase the number of affordable homes.</p> <p>Reduce the number of homeless people.</p> <p>Reduce the number of people who are not able to adequately heat their homes.</p> <p>Reduce crime and fear of crime.</p> <p>Reduce offending.</p> <p>Reduce the harm from drugs and alcohol.</p> <p>Increase positive opportunities for children and young people.</p> <p>Reduce anti-social behaviour.</p> <p>Reduce worklessness in deprived areas.</p> <p>Reduce financial exclusion in deprived areas.</p>
<p>Harmonious Communities: A rich mix of cultures and communities Leeds will be a city of equal opportunity where everyone has a fair chance and people from all backgrounds take part in community life creating a society that is varied, vibrant and proud</p>	<p>Improved community cohesion and respect through meaningful involvement and promoting equality and diversity.</p> <p>More inclusive, varied and vibrant neighbourhoods through empowering people to contribute to decision making and delivering local services.</p>	<p>Support local people to become active members of their local communities to meet local needs.</p> <p>Strengthen the role of elected members as community champions.</p> <p>Support a robust and vibrant voluntary, community and faith sector.</p> <p>Promote community pride, integration and a sense of belonging.</p>

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Originator: Simon Brereton

Tel: 220 6350

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 16th October 2007

Subject: Sharing the Success - Leeds Local Enterprise Growth Initiative (LEGI)

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

The successful Local Enterprise Growth Initiative bid has resulted in £15.6m for the City over a 3 year period to encourage enterprise in disadvantaged communities in Leeds. The budget for 2007/08 is fully committed and over half the budget for the following 2 years has already been allocated. This is important given the limited time in which to spend significant sums of money.

Projects already up and running include the Chapeltown Catalyst Centre, enterprise ambassadors in schools, a loan fund administered by the Leeds Credit Union to support start-up businesses, a dedicated business advisor working with Construction Leeds and a local Investor Development officer appointed to encourage business investment in the LEGI areas.

1 Introduction

- 1.1 This report provides a summary of progress in delivering “Sharing the Success”, the Leeds Local Enterprise Growth Initiative (LEGI).

2 Background

- 2.1 In December 2006, Leeds City Council was awarded £15.6m over the period January 2007 to March 2010 as one of 10 successful bidders to Round 2 of the national LEGI programme. The funding is for a three year programme of interventions aiming to raise the prosperity of the most deprived neighbourhoods of Leeds through promoting enterprise, supporting local businesses and encouraging further investment. A further 7 years funding may be available, subject to the outcome of the government’s Comprehensive Spending Review 2007.
- 2.2 The funding is provided through the Local Area Agreement (LAA) as a ring-fenced fund from Department of Communities and Local Government (CLG), delivering the outputs and workstreams identified in our bid. Monitoring and reporting on LEGI is through the LAA processes.
- 2.3 Private sector involvement in our programme was a key element in the success of the bid. This is being delivered through the LEGI Programme Board, which is chaired by Leeds Chamber of Commerce. The Board provides strategic support to the programme and reviews project proposals to ensure that they are consistent with the needs of both local communities and the business community.
- 2.4 “Sharing the Success” is focussed geographically on those Super Output Areas (SOAs) in Leeds which are in the 3% most deprived SOAs nationally¹. There are 31 target SOAs, located in Chapeltown, Little London, Harehills, Gipton, Seacroft, Halton Moor, Richmond Hill, Osmondthorpe, Beeston, Belle Isle, Middleton and Bramley. A map showing the location of the target areas and the wider “sphere of influence” is included as Appendix A to this report.
- 2.5 Some of the barriers to enterprise we identified in the research and consultations that shaped the bid include:
- **Lack of self belief and confidence about enterprise.** Our consultations showed that many people in our LEGI areas are nowhere near being enterprise ready.
 - **Lack of affordable workspace.** Space for new and small businesses in Leeds is more expensive than in other comparable cities. This holds back established businesses and is a disincentive to new businesses setting up in LEGI areas.
 - **Poor image.** Some of our LEGI neighbourhoods suffer from very poor public image, both within and outside the city. These areas have seen little or no private sector investment over a sustained period of time.
 - **Financial barriers.** Include low personal incomes and high levels of debt. People are reluctant to try out business ventures and risk losing benefits. Consultations showed that some people find it difficult to access business grants and loans.

¹ There are 32,482 SOAs in England, 476 of which are in Leeds. Each SOA is of equal size, approximately 1,500 people on average. Division of wards into SOAs allows for a more accurate pinpointing of areas of severe deprivation.

- **Access to existing business support.** Mainstream business support is not reaching enough of our target communities, only 2% of those receiving support in 2004/05 were from LEGI areas.

3 Key Themes Of The Leeds LEGI Programme

3.1 The Leeds LEGI Round 2 bid was produced through a consultative process, drawing on existing research into enterprise, deprivation and worklessness in Leeds. A series of consultation meetings were held with private sector, public sector and VCFS partners. The bid team included representatives of all three sectors. The final bid document was endorsed by the Executive Board on 18th October 2006, and the delivery programme was endorsed by Executive Board on 16th March 2007.

3.2 The programme is organised around three main themes:

Theme 1: *Engaging People* - to help individuals become more entrepreneurial in deprived areas in order to ensure that enterprise, in all its forms, becomes a realistic, rather than an exceptional option for the future.

Theme 2: *Engaging Business* - to assist businesses in our deprived neighbourhoods to prosper by tackling head-on the barriers to their growth and helping them make the most of opportunities.

Theme 3: *Engaging Investors* - to ensure that our LEGI target neighbourhoods become a credible option for investment and to ensure present investment remains.

The bid proposed a series of interventions under each theme. These have formed the basis of project commissioning. Appendix B lists the interventions outlined in the bid and the projects that have been commissioned.

Twenty projects have begun, including the Chapeltown catalyst centre, two pilot centres in Seacroft and Beeston, specialist business advice for the construction sector through Construction Leeds, an enterprise loan fund run by Leeds City Credit Union, a series of "Enterprise Island" challenges in Chapeltown, Seacroft and Beeston, and a local investment development project working with local businesses to help them use the help available through the LEGI programme..

3.3 Overall targets for the programme are as follows:

- Create of 550 new businesses
- Support 650 existing businesses to survive and grow
- Encourage 75 existing businesses to relocate to LEGI target areas
- Create 1,100 new jobs, 800 of which will be taken by residents of our target areas

3.4 The central feature of our programme is the Catalyst Centre - a local enterprise centre, providing a package of workspace, business support and networking to support the birth and growth of successful businesses. We are proposing to develop up to five Catalyst Centres with LEGI support, with the ambition that the model, if successful, is rolled out to other areas of the city. Each Catalyst Centre will provide a physical presence for enterprise learning and development in our deprived communities. Centres will be designed and run by networks of entrepreneurs and will be owned by not-for-profit Development Trusts. The first Catalyst Centre opened in Chapeltown at the end of August. Plans for three further centres in Harehills, Beeston and Seacroft

are well-advanced, and options for the fifth centre, in West Leeds, are currently being explored.

4 Priorities For Commissioning

4.1 As part of the LAA, the LEGI programme is subject to strict rules on budgetary carry-forward and on capital and revenue spend. The overall budgets are as follows:

	2006/07	2007/08	2008/09	2009/10	Total
Revenue	130,000	3,520,000	3,690,000	3,560,000	10,900,000
Capital	450,000	1,250,000	1,500,000	1,500,000	4,700,000
Total Available	580,000	4,770,000	5,190,000	5,060,000	15,600,000

4.2 Opening the Catalyst Centres has been the key priority for early commissioning, and this has necessitated converting £1.3m of the 2007/08 revenue budget to additional capital. The budget for 2007/08 is now fully committed. In the two coming years there is a total of £1.7m revenue and £2.8m capital yet to allocate.

4.3 A commissioning round was held earlier this year which resulted in 22 full bids and 125 expressions of interest for a total of approximately £75m of projects, over 17 times the available budget.

4.4 As a result, the LEGI Programme Board has considered its priorities for investing the remaining funds, mindful of the themes and targets set out in the bid, and has agreed the following:

- revenue support for the five Catalyst Centres
- the employment of Enterprise Prospectors
- developing a toolkit of Enterprise Awareness and outreach products
- revenue support for a sector academy
- capital investment in a West Leeds enterprise centre
- capital investment in Belle Isle/Middleton
- capital investment in the network of Development Trusts which underlie much of the programme.

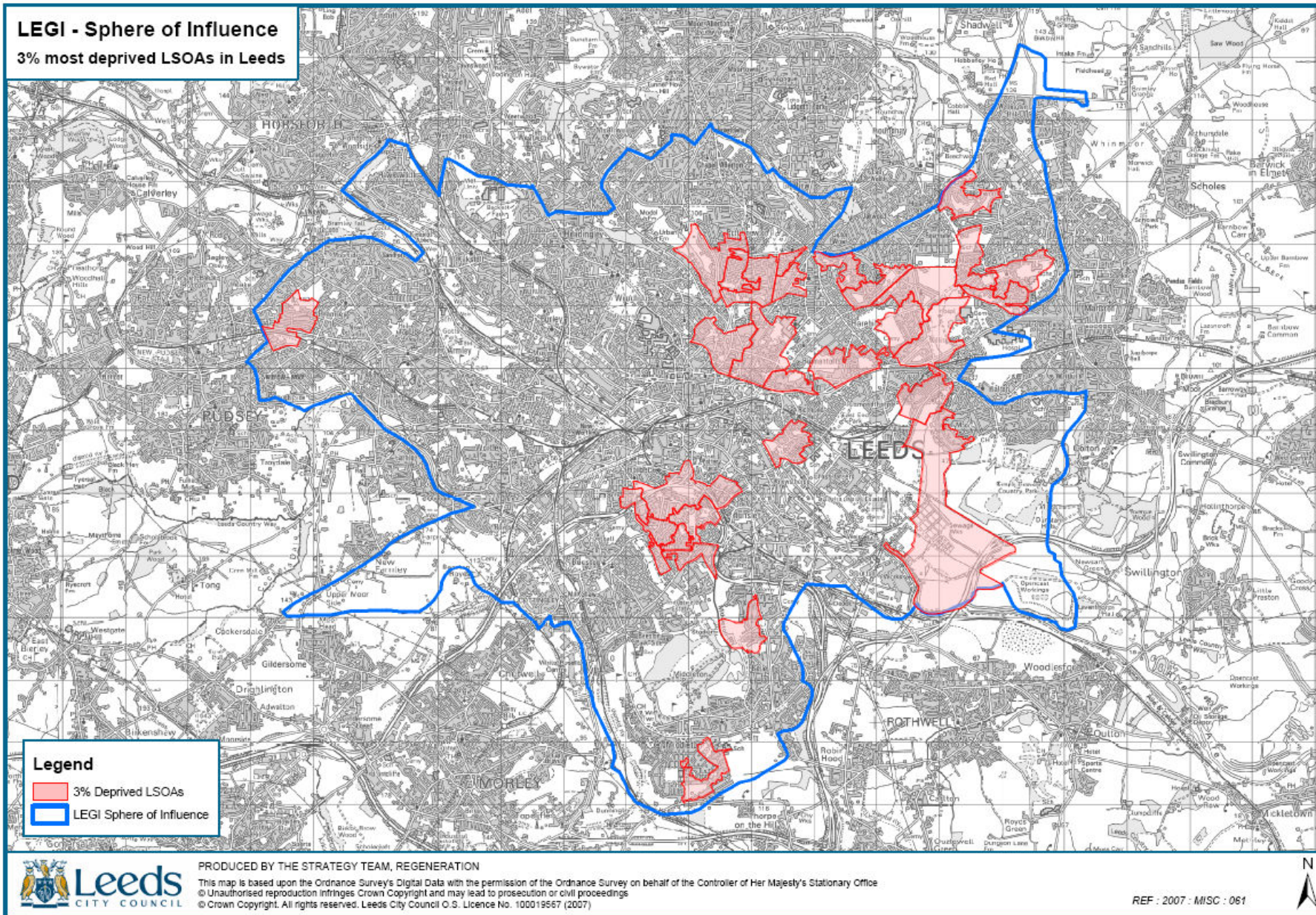
4.5 The possibility of alternative funding for project ideas submitted through the commissioning process but outside these agreed priorities is being explored, and in particular the new European funding programme.

5 Conclusions

5.1 The Leeds LEGI Programme is making excellent progress in implementing the successful bid. While the £15.6m secured for Leeds is a significant investment in enterprise in the City, proposals for projects have far exceeded the available budget. This will inevitably lead to some disappointment from applicants.

5.2 In focussing on the interventions outlined in the bid, the LEGI Programme Board are seeking to ensure that our contract with government is delivered. Should the Comprehensive Spending Review result in the programme being extended to the full ten years originally envisaged, this will maximise Leeds' chances of securing a further £24m over the period April 2010 to March 2017.

Appendix A: LEGI Target Area



APPENDIX B: LEGI Bid vs Actual Delivery

Theme 1: Engaging People: To help individuals become more entrepreneurial in deprived areas in order to ensure that enterprise, in all its forms, becomes a realistic, rather than an exceptional option for their future.

Intervention	Proposal	Action
1.1 Enterprise in Education	To develop a package of support which includes eight Enterprise Ambassadors and a range of curriculum products that is focussed on the four clusters of schools covering our LEGI communities.	<p>Education Leeds have employed six Enterprise Ambassadors (depending on the level of demand they will advertise for two additional posts in January 2008). The Ambassadors are currently developing detailed enterprise plans for the eight LEGI target high schools and their feeder primary schools. All target schools are signed up to the programme.</p> <p>As part of the phase two commissioning round, expressions of interest were invited from suppliers interested in being part of an 'Enterprise Toolkit'. A list of preferred suppliers has been created which includes a variety of enterprise recourses which the Ambassadors are using in the schools.</p> <p>In addition Leeds City Credit Union (LCCU) will roll out a successful pilot scheme which they have run in one Leeds school to the other LEGI target schools. The project teaches pupils about financial management and savings. Pupils then run a school Credit Union branch with the support of LCCU advisors.</p>
1.2 Street Walkers	To employ a network of five streetwalkers who will be based out of the Catalyst Centres, their role will be to sell the idea of starting a business rather than just giving direct advice to those that are already sold on being an entrepreneur.	As part of the phase two commissioning round we are inviting four organisations who expressed an interest in employing the streetwalkers (since renamed 'business prospectors') to submit full applications which will be taken to the November board. This area of work remains a priority for the Leeds LEGI programme.
1.3 Business Plus (Enterprise Awareness)	To increase entrepreneurial activity in our LEGI areas by providing awareness raising events and intensive support for pre-starts.	<p>Places for People successfully bid for part of this work in phase two. They are working with the existing network of housing association staff and community based networks to access social housing tenants in the Leeds LEGI areas. This model of delivery has been successful in Newcastle and Manchester since April 2004. They will employ four people to carry out the engagement and business advisory roles.</p> <p>We will be running another Enterprise Awareness event, the Enterprise Island Challenge. Three mini-challenges in Seacroft, Beeston and Chapeltown will take place in October.</p>

Intervention	Proposal	Action
1.4 Enterprise Rehearsal	According to our consultations, a key issue that prevents people from thinking about enterprise is that they will lose their benefits as soon as they enter into a business venture. The LEGI bid proposed to implement the Enterprise Rehearsal Programme to allow the unemployed to try out a business idea whilst remaining on benefit.	The West Yorkshire Enterprise Partnership are the project sponsor. This project will try to fill the gaps within Business Link's New Deal initiative which allows people to test a business idea for 26 weeks and still receive benefits. It reaches those not eligible for the New Deal programme and is supported by business advisers. Referrals for this will come via the job centres and other LEGI project - Leeds Credit Union and Places for People. A target of 110 new business start ups has been set.
1.5 Start up Space	To provide affordable and flexible space specifically for local people in the first six months of trading. The space should also encompass a supportive network of advice.	<p>The Camberwell Project is currently managing pilot catalyst centres in the East Leeds Family Learning Centre in Seacroft and Hillside School in Beeston. The catalyst centres (once ready) will not only be a physical space for new entrepreneurs it will allow them to network with each other and share knowledge/trade with each other. They will form part of a larger centre which will house other facilities for the community e.g. meeting or conference rooms, office space, cafes, crèches etc.</p> <p>The catalyst centres will have much lower rents than in normal incubation units and will allow easy-in, easy-out terms.</p> <p>There will be a network of five catalyst centres opening over the course of the Leeds LEGI programme in Beeston, Harehills, Chapelton, Seacroft and West Leeds.</p>
1.6 Access to start up finance	To help LEGI residents become more successful in accessing high street business start up loans. Also to provide a designated loan for LEGI start ups.	<p>Leeds City Credit Union have set up a £1m loan fund to provide help exclusively for start up businesses in disadvantaged areas. Loans up to £5,000 are offered at lower rates for individuals unable to access finance through traditional sources like banks etc.</p> <p>Unltd (a Millennium Commission project) have employed a dedicated development officer to focus on the Leeds LEGI area providing awards up to £5,000 for new start-up social enterprises. This officer also provides support and advice to other projects such as Leeds City Credit Union and the Business Enterprise Fund.</p>

Theme 2: To assist businesses in our deprived neighbourhoods to prosper by tackling head on the barriers to their growth and helping them exploit opportunities.

Intervention	Proposal	Action
<p>2.1 Accommodation ladder</p>	<p>To develop business accommodation in the heart of our LEGI target communities specifically for small growing businesses. The accommodation will be run by a Development Trust to ensure investment in local areas is ploughed back into local communities.</p>	<p>The Camberwell Project is supporting consultancy services to Tiger11 - a development trust for Beeston and Holbeck in South Leeds. They are buying and refurbishing Hillside Primary School, a Grade 2 listed building on Beeston Road which will be a business and enterprise centre that holds a catalyst centre.</p> <p>Harehills Community Interest Company are converting a derelict building into a high quality location for business and enterprise that will regenerate the area and provide services for the benefit of the local community. The building will contain office space, conference facilities and a catalyst centre. LEGI projects will also be housed here e.g. loan funds scheme.</p> <p>We have funded a development worker from the Development Trust Association to support and advise the local Development Trusts in their capacity building process.</p>
<p>2.2 Intensive business support for City Growth Sectors</p>	<p>To provide intensive business support for small businesses found in sectors that the Leeds City Growth Strategy has identified as high growth - in particular construction and creative industries.</p>	<p>Construction Leeds have employed a dedicated business adviser to work in our LEGI areas to help start up construction businesses with their sector specific needs. The 'Building on Business' project is working to reduce unemployment through securing sustainable employment opportunities with the large construction companies in Leeds.</p> <p>Wyke BECC (Built Environment and Catalyst Centre) will be a single storey building on the site of the current East Leeds Family Learning Centre in Seacroft. It will house a catalyst centre, construction training facility and HQ for the EASEL project. The partners involved are Leeds City Council, EASEL Regeneration Programme, Leeds College of Building and the David Young Academy.</p> <p>We have offered Renew development funding to develop their proposal for a new creative academy. Renew have proposed the development of a new facility to incorporate recording studios, rehearsal rooms, flexible office space and onsite sector specific business support.</p>

Intervention	Proposal	Action
2.3 Increasing business support intensity	To add value and increase the impact of existing business support so it is more intense and concentrated in our LEGI target communities.	The West Yorkshire Enterprise Partnership have employed two business advisors to work specifically with residents and businesses in the LEGI target areas. Amongst other projects it is anticipated that the Business Prospectors will be one of the major routes of referral for this project.
2.4 Business Enterprise Fund	To provide expansion loans of over £5,000 for existing business in the target areas.	The Business Enterprise Fund have established a £400,000 loan fund aimed primarily at existing businesses unable to access high street lenders. Loans will range from £5,000 to £30,000. BEF will ensure that all businesses taking out a low cost loan with them will also have access to a business mentor who will work with them to develop their business management skills.
2.5 Private sector business brokerage	To harness the success of the wider business community and ensure the private sector is involved in bringing enterprise into the heart of our target areas.	Leeds LEGI has supported the expansion of Leeds Ahead, the business brokerage service for Leeds. They have appointed three senior business brokers with a further four junior posts yet to be recruited. The brokers are responsible for persuading the business community to get involved with a wide range of community based regeneration projects with Enterprise being one of their core workstreams.

Theme 3: To ensure that our LEGI target neighbourhoods become a credible option for investment and to ensure present investment remains.

Intervention	Proposal	Action
3.1 Promoting economic benefits of LEGI area	To be more pro active in promoting the economic benefits of our target areas to potential inward investors.	A new Marketing Officer has been recruited to co-ordinate the project and is now in post. They are currently building their knowledge of the LEGI Programme and working with the Programme Management Team to identify potential case studies of clients assisted through the various LEGI projects.
3.2 Investment prospectus	Marketing activity relating to business premises, company profiles and key economic data.	This is in the very early stages of being pulled together. Once complete it will provide a valuable tool in trying to secure investment in our target areas.
3.3 Local Investor Development Officers	To employ Local Investor Development Officers (LIDO) who will initiate and develop ongoing relationships with owners and managers of the businesses in the LEGI target areas.	The first LIDO commenced employment in mid-August and during the first month they have been familiarising themselves with the LEGI Programme, liaising with and building knowledge of the wider business support network, whilst at the same time starting to bring together the toolkit. They have also recently started visiting companies in the LEGI patch.



Originator: Richard Mills

Tel:247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 16th October 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 the period 1st October to 31st January 2008.

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 – 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
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
Request for Scrutiny A65 QBI Scheme	To receive a report from the Director of City Development in response to 2 specific issues raised by Cllr Illingworth, cumulative impact and consultation	The Board requested this at the meeting on 18 th September 2007	RP

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 – 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
Budget	To consider the City Development Department's budget for 2008/09	The Board agreed that this be included in its programme on 18 th September 2007	RP
Leeds City Market & Car Boot Sales Cross Green	To consider a paper on the <ul style="list-style-type: none"> opening hours of Leeds City Market and its outlets and vacancy rates 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

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 – 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

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 – 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
Strategic Review of Planning and Development Services – Plans Panels only	To consider an update report on the development of and support for Plans Panels	This specific update was requested by Scrutiny Board on 18 th September	DP
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>			

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

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 October 2007 to 31 January 2008

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)
<p>Otley Civic Centre To approve the principles of a financial partnership with Otley Town Council to secure the refurbishment of the Civic Centre. This Council's contribution to the cost of works to be met partly through the Town and District Centres Regeneration Scheme.</p> <p>Also to approve the injection of the whole refurbishment scheme into the Capital Programme.</p> <p>(The proposal complies with the requirement of Executive Board that no new injections into the Capital Programme will be made without identifying new resources)</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>17/10/07</p>	<p>Ward Members, Otley Town Council</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>

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)
<p>Holt Park District Centre - Potential Regeneration To note the contents of the report and agree continuation of the project</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>17/10/07</p>	<p>Cabinet, Executive Member and Ward members</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>
<p>Council Property Disposals and Restrictions Over Future Use Executive Board is requested to instruct officers with regard to whether property disposals should be conditioned so as to restrict future use.</p>	<p>Executive Board (Portfolio : Development and Regeneration)</p>	<p>17/10/07</p>	<p>None</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>

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)
Improvement Scheme Review 2007 Endorsement of changes to the register of Highway Improvement Schemes	Director of City Development	29/10/07	Traffic Management Teams; Highways Design and Construction Teams; Highways DC; Planning DC; Planning Policy; Asset Management; Members of LEDA; Area Management; Ward Members	Report entitled "Improvement Scheme Review 2007" plus appendices	Director of City Development
Horsefair, Wetherby Permission to implement the scheme known as 'Pedestrian Improvements to Horsefair, Wetherby'.	Executive Board (Portfolio: Development and Regeneration)	14/11/07	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

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 to allow advertising on a number of strengthened street lighting columns in Leeds The letting of a contract for advertising on a number of strengthened street lighting columns in Leeds(excluding the City Centre) 2007-2022.	Director of City Services	14/11/07	Legal and Democratic Services, PPU and all affected Members	Report to Executive Board 15 November 2006	Director of City Services
Otley - Heavy Goods Vehicle Traffic To seek approval for proposals for HGV Management in the Otley area.	Executive Board (Portfolio: Development and Regeneration)	14/11/07	Ward Members, Neighbouring Local Authorities	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Trinity Quarter To approve the transfer of the existing development agreement for the development of this site	Executive Board (Portfolio: Development and Regeneration)	14/11/07	Executive Member (Development)	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)
<p>Town and District Centres Parking Strategy and Priorities</p> <p>To note the contents and recommendations of the Town and District Centres Parking Strategy and Priorities Study, and to approve recommendations for the development of local parking strategies for the centres identified in the report.</p>	<p>Executive Board ((Portfolio: Development and Regeneration))</p>	<p>14/11/07</p>	<p>No specific consultation is associated with the report. The development of strategies for the centres recommended in the report will be progressed subject to approval by Elected Members to the detailed consultation stage.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>

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

<u>Executive Board Portfolios</u>	<u>Executive Member</u>
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

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