



A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 28th January, 2009 at 1.30 pm

Members of the Council are invited to attend and transact the following business:

1. Minutes

To confirm the minutes of the Council Meeting held on 19th November 2008.

2. Declarations of Interest

To receive any declarations of interest from Members

3. Communications

To receive such communications as the Lord Mayor, the Leader, Members of the Executive Board or the Chief Executive consider appropriate

4. Deputations

To receive deputations in accordance with Council Procedure Rule 10

5. Reports

To consider the following reports admitted to the agenda by (a) the Chief Executive and (b) the Director of Resources under Council Procedure Rule 2.2(f):

- (a) That the report of the Assistant Chief Executive (Corporate Governance) submitted in accordance with Executive Procedure Rule 1.4(b) and relating to the withdrawal of concurrent delegation to the Chief Officer (Children and Families) be noted.

S BENTLEY

- (b) That the report of the Director of Resources on the calculation of the Council Tax Base for 2009/2010 for the purpose of calculating the Council Tax be approved.

A CARTER

6. Questions

To deal with questions in accordance with Council Procedure Rule 11

7. Recommendations of the General Purposes Committee

That the report of the Assistant Chief Executive (Corporate Governance) on recommendations of the General Purposes Committee in relation to amendments to Scrutiny Board Procedure Rules be approved.

A CARTER

8. Minutes

That the minutes submitted in accordance with Council Procedure Rule 2.2(o) be received.

A CARTER

9. White Paper Motion - West Park Centre

This council supports the continued use of the West Park Centre for youth and community work, and resolves to remove it from the list of sites for disposal.

J ILLINGWORTH

10. White Paper Motion - Management of Yorkshire Post Newspapers

This Council believes that local democracy and civic governance are strengthened and improved by quality local daily newspapers, and that the Yorkshire Evening Post is a Leeds institution whose contribution to the city is vital. This council also understands that the staff of the Yorkshire Evening Post and the Leeds based Yorkshire Post are currently engaged in negotiations with management at the newspaper to prevent compulsory redundancies and an imposed wage freeze.

Council notes that Johnston Press who own the Yorkshire Evening Post have pursued a high risk expansion policy which now sees them owe more than £460 million whilst the company's market value is only £77 million. Council believes that these financial decisions are responsible for the threat to jobs in Leeds. Council further notes that Johnston Group made a 29 per cent profit in 2007, and that they have an operating profit of £81.6 million on revenue of £293 million for January to June last year.

Council finally resolves that should negotiations fail they will offer all legitimate support for any industrial action that the National Union of Journalists, employed by Yorkshire Post Newspapers, sanction in order to fight these compulsory redundancies and the wage freeze. This council believes redundancies and wage freezes will damage the YEP.

K WAKEFIELD

11. White Paper Motion - Tax Incentives for Renewable Energy Technologies

This Council believes that tax incentives should be provided for householders who wish to supply carbon free energy to their homes by the use of renewable technologies. This council further believes that energy generated from these renewable sources should be purchased by utility companies at a fixed rate.

This Council resolves to ask the Council's Chief Executive and all Leeds MPs to make representations to the Government requesting that it introduces legislation which would enable taxpayers to offset the capital cost of installing renewable

energy technologies against their tax liabilities.

J MONAGHAN

12. White Paper Motion - Regulation of Financial Services

This Council notes the present crisis within the banking sector and its significant impact on many Leeds residents who work in the financial services industry as well as local tax payers.

This Council agrees that thorough root and branch reform of the regulatory processes is required to avoid a similar crisis occurring in the future.

This Council requests the Chief Executive to write to the Chancellor of the Exchequer and Leeds MPs to demand a full review of the Financial Services Authority and all associated financial regulatory legislation.

R FINNIGAN

13. White Paper Submitted Under the Provisions of Council Procedure Rule 3.1(d) - Non Return of Student Deposits

Council notes with concern reports on the BBC's Watchdog programme concerning the non return of deposits to student tenants by landlords. In spite of a number of court rulings, Council notes that many students have still not had their deposits returned. Council regrets the damage that such situations bring to the reputation of Leeds as a student friendly city.

Council recognises the good work being done through the Leeds Landlord Accreditation Scheme, and Council will continue to look at ways in which it can use its existing powers to tackle these issues but believes that the government should introduce stronger legislation to allow Local Authorities to deal with this problem more effectively.

Council therefore asks the Council's Chief Executive to draw the attention of the Secretary of State to the case highlighted on the programme and to ask the government what further action it proposes to take to prevent landlords acting in the rogue manner claimed in the programme.

M HAMILTON

Chief Executive

NOTE – The order in which White Paper motions will be debated will be determined by Whips prior to the meeting



Proceedings of the Meeting of the Leeds City Council held at the
Civic Hall, Leeds on Wednesday, 19th November, 2008

PRESENT: The Lord Mayor Councillor Frank Robinson in the Chair

WARD

ADEL & WHARFEDALE

Barry John Anderson
John Leslie Carter
Clive Fox

ALWOODLEY

Ronald David Feldman
Ruth Feldman
Peter Mervyn Harrand

ARDSLEY & ROBIN HOOD

Karen Renshaw
Jack Dunn
Lisa Mulherin

ARMLEY

Alison Natalie Kay Lowe
James McKenna
Janet Harper

BEESTON & HOLBECK

Angela Gabriel
Adam Ogilvie
David Congreve

BRAMLEY & STANNINGLEY

Angela Denise Atkinson
Ted Hanley
Neil Taggart

BURMANTOFTS & RICHMOND HILL

Ralph Pryke
Richard Brett
David Hollingsworth

WARD

CALVERLEY & FARSLEY

Andrew Carter
Joseph William Marjoram
Frank Robinson

CHAPEL ALLERTON

Eileen Taylor
Mohammed Rafique
Jane Dowson

CITY & HUNSLET

Elizabeth Nash

CROSS GATES & WHINMOOR

Suzi Armitage
Pauleen Grahame
Peter John Gruen

FARNLEY & WORTLEY

Ann Blackburn
Andy Parnham

GARFORTH & SWILLINGTON

Andrea McKenna
Mark Dobson
Thomas Murray

GIPTON & HAREHILLS

Alan Leonard Taylor
Arif Hussain
Roger Harington

GUISELEY & RAWDON

Graham Latty
Stuart Andrew
John Bale

HAREWOOD

Ann Castle
Rachael Procter
Alec Shelbrooke

HEADINGLEY

Jamie Matthews
James John Monaghan
Martin Hamilton

HORSFORTH

Christopher Townsley
Andrew Barker
Brian Cleasby

HYDE PARK & WOODHOUSE

Penny Ewens

Linda Valerie Rhodes-Clayton

KILLINGBECK & SEACROFT

Graham Hyde
Veronica Morgan
Brian Michael Selby

KIPPAX & METHLEY

John Keith Parker
James Lewis
Keith Ivor Wakefield

KIRKSTALL

Lucinda Joy Yeadon
John Anthony Illingworth
Bernard Peter Atha

MIDDLETON PARK

Geoffrey Driver
Judith Blake
Debra Ann Coupar

MOORTOWN

Mark Daniel Harris
Brenda Lancaster
Richard Harker

MORLEY NORTH

Robert Finnigan
Robert William Gettings
Thomas Leadley

MORLEY SOUTH

Judith Elliot
Terrence Grayshon
Christopher James Beverley

OTLEY & YEADON

Graham Peter Kirkland
Colin Campbell
Ryk Downes

PUDSEY

Josephine Patricia Jarosz
Richard Alwyn Lewis
Mick Coulson

ROTHWELL

Donald Michael Wilson
Steve Smith
Barry Stewart Golton

ROUNDHAY

Matthew Lobley
Valerie Kendall
Paul Wadsworth

TEMPLE NEWSAM

William Schofield Hyde

Michael Lyons

WEETWOOD

Ben Chastney
Susan Bentley
Judith Mara Chapman

WETHERBY

Gerald Wilkinson
Alan James Lamb
John Michael Procter

42 Announcements

- (a) The Lord Mayor congratulated Councillor Parnham on his election to Council and welcomed him to his first meeting of Council.
- (b) The Lord Mayor reported that Leeds had received two gold, six silver quilt and fourteen silver in the Yorkshire in Bloom awards.
- (c) The Lord Mayor and Council congratulated Councillor Downes on his recent engagement to be married.

43 Minutes

It was moved by Councillor J Procter seconded by Councillor Gruen and

RESOLVED – That the minutes of the Council meeting held on 10th September 2008 be approved.

44 Declarations of Interest

The Lord Mayor announced that a list of written declarations submitted by Members was on deposit in the public galleries and had been circulated to each Member's place in the Chamber.

Following an invitation to declare further individual interests, declarations in accordance with the Council's Code of Practice were made as follows:

- (a) Members declared personal interests in minute 50 of this meeting as follows:

Ewens	- Member of Woodhouse Moor Allotment Association
Hollingsworth	- Director of Leeds East/North East Homes ALMO
Dowson	- ALMO Area Panel Member
Dunn	- ALMO Area Panel Member
Harington	- ALMO Area Panel Member
Illingworth	- ALMO Area Panel Member
R Lewis	- ALMO Area Panel Member
Lyons	- ALMO Area Panel Member
J McKenna	- ALMO Area Panel Member
Morgan	- ALMO Area Panel Member
Murray	- ALMO Area Panel Member
Nash	- ALMO Area Panel Member
Ogilvie	- ALMO Area Panel Member
Parker	- ALMO Area Panel Member
Taggart	- ALMO Area Panel Member
Gruen	- ALMO Board Member
Lowe	- ALMO Board Member
Driver	- ALMO Board Member
G Hyde	- ALMO Board Member
A Blackburn	- ALMO Board Member

- (b) Members declared personal interests in minute 51 of this meeting as follows:

Anderson	- Director of Green Leeds Ltd
Marjoram	- Self employed landlord, developer, kitchen and bathroom fitter
Dowson	- ALMO Area Panel Member
Dunn	- ALMO Area Panel Member
Harington	- ALMO Area Panel Member
Illingworth	- ALMO Area Panel Member
R Lewis	- ALMO Area Panel Member
Lyons	- ALMO Area Panel Member
J McKenna	- ALMO Area Panel Member
Morgan	- ALMO Area Panel Member
Murray	- ALMO Area Panel Member
Nash	- ALMO Area Panel Member
Ogilvie	- ALMO Area Panel Member
Parker	- ALMO Area Panel Member
Taggart	- ALMO Area Panel Member
Gruen	- ALMO Board Member
Lowe	- ALMO Board Member
Driver	- ALMO Board Member
G Hyde	- ALMO Board Member
Hollingsworth	- ALMO Area Panel Member
Fox	- ALMO Area Panel Member
Latty	- ALMO Area Panel Member

Councillors A Hussain and Rafique declared personal and prejudicial interests in the same minute as private landlords.

- (c) Members declared personal interests in minute 54 of this meeting as follows:

Lancaster	- Member of West Yorkshire Police Authority
Anderson	- Member of Weetwood Police Forum
J L Carter	- Member of West Yorkshire Police Authority and Member of Association of Police Authorities (APA)

- (d) Members declared personal interests in minute 53 of this meeting as follows:

Anderson	- Director of Green Leeds Ltd
	- Member of Regional Planning Forum and Member of Regional Planning Board
Bale	- Chartered Institute of Building
	- Member of Board of Trustees and Society for the Environment (Chartered Environmentalist)

- (e) Members declared personal interests in minute 55 of this meeting as follows:
- | | |
|----------|---|
| J Lewis | - Leeds Rhinos Season Ticket Holder |
| Parker | - Trustee of the Leeds Rugby Foundation |
| Townsley | - Leeds Rhinos Season Ticket Holder |
- (f) Members declared personal interests in minute 56 of this meeting as follows:
- | | |
|-----------|--|
| Wadsworth | - Director of East North East Homes ALMO |
| Wilkinson | - Director of East North East Homes ALMO |
- (g) Councillor Beverley declared a personal interest in respect of the third, fourth and fifth deputations referred to in minute 45 of this meeting as a close relative of a sports centre employee.

45 Deputations

Five deputations were admitted to the meeting and addressed Council as follows:

- 1 Communities Against Post Office Closures Regarding Post Office Branch Closures In Leeds
- 2 Woodkirk Valley Football Club Regarding the Council's Policy for the Letting of External Sports Pitches and Indoor Training Facilities throughout the Football Season
- 3 Middleton Community Group Regarding the Proposed Closure of Middleton Sports Centre
- 4 Garforth Residents Association Regarding the Potential Closure of Garforth Leisure Centre
- 5 SPLASH Regarding the Proposal to Close South Leeds Sports Centre

RESOLVED – That the subject matter of the deputations be referred to the Executive Board for consideration.

46 Reports

A report on the subject of appointments, admitted to the agenda in accordance with Council Procedure Rule 2.2(f) was considered as follows:

It was moved by Councillor J Procter seconded by Councillor Bentley and

RESOLVED - That the report of the Assistant Chief Executive (Corporate Governance) on Appointments be approved.

47 Questions

1 Councillor J Lewis to the Leader of Council

Given the current economic climate, can Councillor Brett reiterate the importance of effective fiscal management within the Council in order to prevent unnecessary financial waste?

The Leader of Council replied.

2 Councillor Hamilton to the Executive Member (Children's Services)

Would the Executive Member for Children's Service care to comment on the recent Judicial Review judgement regarding court costs for Children's Services.

The Executive Member (Children's Services) replied.

3 Councillor Anderson to the Executive Member (City Development)

Would the Executive Board Member for City Development update us on the current status of the Eastgate and Harewood Quarter development?

The Executive Member (City Development) replied

4 Councillor Rafique to the Leader of Council

Can the leader of Council confirm his commitment to fairness in the city?

The Leader of Council replied.

5 Councillor Hollingsworth to the Leader of Council

Would the Executive Board Member for Central and Corporate extend his congratulations to the ICT staff who have been responsible for winning the Cabinet Office award - Contribution towards ICT professionalism in the public sector?

The Leader of Council replied.

6 Councillor Lobley to the Executive Member (City Development)

Would the Executive Board Member for City Development comment on the recent decision made regarding the site of the Arena development?

The Executive Member (City Development) replied.

7 Councillor Ogilvie to the Executive Member (Environmental Services)

Can the Executive Board member for Environmental Services please confirm the city's current recycling rate?

The Executive Member (Environmental Services) replied.

8 Councillor Bentley to the Executive Member (Learning)

Whilst welcoming the current refurbishment and rebuilding works taking place across the Secondary schools sector, would the Executive Member for Learning tells us when we can expect a similar programme across the Primary sector.

The Executive Member (Learning) replied.

9 Councillor Anderson to the Executive Member (City Development)

Would the Executive Member for City Development like to give us his views on the amendment that was approved by the House of Lords through the Conservative Party to the Planning Bill, in respect of strengthening the powers of local Councils to protect urban space and gardens and restricting the power of the Government to interfere with Councils who want to protect their neighbourhoods.

The Executive Member (City Development) replied.

At the conclusion of Question Time the following questions remained unanswered and it was noted that under the provisions of Council Procedure Rule 11.6 written responses would be sent to each Member of Council:

- 10 Councillor A McKenna to the Leader of Council
- 11 Councillor Chastney to the Executive Member (Children's Services)
- 12 Councillor Wadsworth to the Executive Member (Environmental Services)
- 13 Councillor Morgan to the Chair of the Scrutiny Board (Health)
- 14 Councillor Cleasby to the Leader of Council
- 15 Councillor Shelbrooke to the Leader of Council
- 16 Councillor Lyons to the Executive Member (Environmental Services)
- 18 Councillor Taggart to the Leader of Council
- 19 Councillor Illingsworth to the Executive Member (City Development)

(Question 17 in the name of Councillor Pryke was withdrawn)

48 **Recommendations of the Executive Board**

It was moved by Councillor Brett seconded by Councillor A Carter and

RESOLVED - That the recommendations of the Executive Board in respect of the Financial Health Monitoring 2008/09 – Half Year Report as detailed in the report of the Assistant Chief Executive (Corporate Governance) be approved.

49 Recommendations of the Constitutional Proposals Committee

It was moved by Councillor A Carter seconded by Councillor Brett and

RESOLVED - That the recommendations of the Constitutional Proposals Committee in relation to the establishment of a General Purposes Committee, procedures for changing the form of the executive and amendments to the Call In process as detailed in the report of the Assistant Chief Executive (Corporate Governance) be approved.

50 Minutes

It was moved by Councillor Brett seconded by Councillor J Procter

That the minutes submitted to Council in accordance with Council Procedure Rule 2.2(o) be received.

In moving the motion the Leader of Council made a statement to Council with regard to the current economic situation.

An amendment (reference back) was moved by Councillor R Lewis seconded by Councillor Wakefield

To add the following words at the end of item 9:

"but to ask the Executive Board to reconsider the decision in relation to the Capital Programme Update 2008-2012 as contained in minute 98 of the Executive Board minutes of 8th October 2008".

The amendment was lost.

An amendment (reference back) was moved by Councillor Lowe seconded by Councillor Yeadon

To add the following words at the end of item 9:

"but to ask the Executive Board to reconsider the decision in relation to the Waste solution for Leeds – residual waste treatment PFI project – evaluation methodology and update as contained in minute 136 of the Executive Board Minutes of the 5th November 2008"

The amendment was lost and upon being put to the vote it was

RESOLVED – That the minutes submitted to Council in accordance with Council Procedure Rule 2.2(o) be received.

On the requisition of Councillors Gruen and Taggart the voting on the two amendments was recorded as follows:

Capital Programme Update

YES

Armitage, Atha, Atkinson, Beverley, Blake, Congreve, Coulson, Coupar, Dobson, Dowson, Driver, Dunn, Gabriel, Grahame, Gruen, Hanley, Harington, Harper, A Hussain, G Hyde, Illingworth, Jarosz, J Lewis, R Lewis, Lowe, Lyons, A McKenna, J McKenna, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, Rafique, Renshaw, Selby, Taggart, E Taylor, Wakefield, Yeadon

41

NO

Anderson, Andrew, Bale, Barker, Bentley, A Blackburn, Brett, Campbell, A Carter, J L Carter, Castle, Chapman, Chastney, Cleasby, Elliot, Ewens, Mrs R Feldman, R D Feldman, Finnigan, Fox, Gettings, Golton, Grayshon, Hamilton, Harker, Harrand, Harris, Hollingsworth, W Hyde, Kendall, Kirkland, Lamb, Lancaster, Latty, Leadley, Lobley, Marjoram, Matthews, Monaghan, Parhham, J Procter, R Procter, Pryke, Rhodes-Clayton, Shelbrooke, Smith, A Taylor, Townsley, Wadsworth, Wilkinson, Wilson

51

Waste Solution for Leeds

YES

Armitage, Atha, Atkinson, Beverley, A Blackburn, Blake, Congreve, Coulson, Coupar, Dobson, Dowson, Driver, Dunn, Gabriel, Grahame, Gruen, Hanley, Harington, Harper, A Hussain, G Hyde, Jarosz, J Lewis, R Lewis, Lowe, Lyons, A McKenna, J McKenna, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, Parnham, Rafique, Renshaw, Selby, Taggart, E Taylor, Wakefield, Yeadon

42

NO

Anderson, Andrew, Bale, Barker, Bentley, Brett, Campbell, A Carter, J L Carter, Castle, Chapman, Chastney, Cleasby, Elliot, Ewens, Mrs R Feldman, R D Feldman, Finnigan, Fox, Gettings, Golton, Grayshon, Hamilton, Harker, Harrand, Harris, Hollingsworth, W Hyde, Kendall, Kirkland, Lamb, Lancaster, Latty, Leadley, Lobley, Marjoram, Matthews, Monaghan, J Procter, R Procter, Pryke, Rhodes-Clayton, Shelbrooke, Smith, A Taylor, Townsley, Wadsworth, Wilkinson, Wilson

49

Council Procedure Rule 4 providing for the winding up of business was applied prior to all notified comments on the minutes having been debated.

(The meeting was suspended at 4.55 pm and resumed at 5.25 pm)

51 White Paper - Regional Spatial Strategy

It was moved by Councillor R Lewis seconded by Councillor Blake

That this Council believes that the Regional Spatial Strategy (RSS) targets of 4740 should be suspended with immediate effect due to the economic challenges this city currently faces.

This Council notes the housing crisis in this city and resolves to look at innovative ways of tackling this problem by adopting a plan of action that includes:-

- Approaching local developers to see whether unsold properties can be leased by the local authority or local housing associations.
- Working with local housing associations to ensure they maximise Leeds' share of the funding available through the Government's recent rescue package.
- Working with owners of empty flats in the city centre to bring them into use for key workers and others in housing need.
- Ensuring owner occupiers at risk of losing their homes receive high quality advice, including warnings about unscrupulous finance companies.
- Lobbying central government to introduce more security and tenant protection in the private rented sector

An amendment was moved by Councillor J L Carter seconded by Councillor A Carter

Delete all after "This Council" and insert:

"believes that the Regional Spatial Strategy (RSS) target of 4740 houses per year should be scrapped with immediate effect to allow local authorities to make a more realistic decision based on local economic factors and housing need.

This Council notes the comprehensive approach taken by this administration to address housing issues in the city, including:-

- The continued development of the Easel Project
- Wide ranging plans to tackle poor housing standards in the private sector with an initial focus on tackling excess cold
- The development and establishment of an Affordable Housing Strategic Partnership to maximise the development and delivery of affordable housing in the city
- The delivery of multi million pound Housing PFI projects in Swarcliffe, Little London and Beeston Hill and Holbeck, with further plans to secure £270m to tackle older people's housing.
- The delivery of the first new council homes in Leeds for over 20 years
- Significant reductions in the number of homeless people living in the city
- Continuing delivery of the Social Housing decency programme

- Increased assistance to vulnerable people through disabled facilities grants

Furthermore this council notes the work already being undertaken to develop a flexible and innovative response to the recent financial crisis and knock on effects this has had on the housing market, that includes:

- Approaching local developers to see whether unsold properties can be purchased by the local authority or local housing associations.
- Working with local housing associations to ensure they maximise Leeds' share of the funding available through the Government's recent rescue package.
- Working with owners of empty flats in the city centre to bring them into use for key workers and others in housing need.
- Ensuring owner occupiers at risk of losing their homes receive high quality advice, including warnings about unscrupulous finance companies.
- Continue to lobby Central Government on all aspects of housing in Leeds for the benefit of Leeds Citizens
- A mortgage rescue scheme.

The amendment was carried and upon being put as the substantive motion it was

RESOLVED UNANIMOUSLY – That this Council believes that the Regional Spatial Strategy (RSS) target of 4740 houses per year should be scrapped with immediate effect to allow local authorities to make a more realistic decision based on local economic factors and housing need.

This Council notes the comprehensive approach taken by this administration to address housing issues in the city, including:-

- The continued development of the Easel Project
- Wide ranging plans to tackle poor housing standards in the private sector with an initial focus on tackling excess cold
- The development and establishment of an Affordable Housing Strategic Partnership to maximise the development and delivery of affordable housing in the city
- The delivery of multi million pound Housing PFI projects in Swarcliffe, Little London and Beeston Hill and Holbeck, with further plans to secure £270m to tackle older people's housing.
- The delivery of the first new council homes in Leeds for over 20 years
- Significant reductions in the number of homeless people living in the city
- Continuing delivery of the Social Housing decency programme
- Increased assistance to vulnerable people through disabled facilities grants

Furthermore this council notes the work already being undertaken to develop a flexible and innovative response to the recent financial crisis and knock on effects this has had on the housing market, that includes:

- Approaching local developers to see whether unsold properties can be purchased by the local authority or local housing associations.

- Working with local housing associations to ensure they maximise Leeds' share of the funding available through the Government's recent rescue package.
- Working with owners of empty flats in the city centre to bring them into use for key workers and others in housing need.
- Ensuring owner occupiers at risk of losing their homes receive high quality advice, including warnings about unscrupulous finance companies.
- Continue to lobby Central Government on all aspects of housing in Leeds for the benefit of Leeds Citizens
- A mortgage rescue scheme.

(Councillors A Hussain and Rafique, having declared personal and prejudicial interests, left the meeting during consideration of this item)

52 White Paper Motion - Backdating of Housing and Council Tax Benefit and Pension Credits

Consent of Council was given under the provisions of Council Procedure Rule 14.10(a) for the mover to alter the motion by changing the reference to "Tax Credits" at the end of the first paragraph and replacing it with "Pension Credits".

It was moved by Councillor A Blackburn seconded by Councillor Finnigan and

RESOLVED UNANIMOUSLY – That this Council deplores the decision implemented on 6th October 2008 to reduce the 12 months period previously allowed for the backdating of Housing and Council Tax Benefits and Pension Credits.

It, therefore, requests the Chief Executive to:

- 1) Write to the Secretary of State for Works & Pensions requesting that the decision is reversed.
- 2) Write to all Leeds MPs urging them to support our call for this reversal. "

53 White Paper Motion - Strategic Housing Land Availability Assessment

Authority having been given in writing by Councillor A Carter, in whose name the motion stood, in the terms of Council Procedure Rule 12.3(b), it was moved by Councillor Campbell seconded by Councillor Anderson

That this council expresses its concern at the Government imposed requirement for all Local Planning Authorities to compile a Strategic Housing Land Availability Assessment – Call for sites (SHLAA).

Noting Government advice, Local Planning Authorities cannot exclude green belt, greenfield sites or any other land protected by Council policy from the assessment.

This Council reinforces its commitment to vigorously protect its green heritage and to continue working within its established planning policies. It condemns the enforced stealth tactics employed by the Government which seeks to

undermine the local planning policy which protects such areas of land and calls on the Government to reassess its unsustainable housing targets.

This council is also concerned that the SHLAA will raise false aspirations and may be misinterpreted by some that all land contained can be potentially built upon. Therefore the SHLAA for Leeds must state that it's contents will not determine land allocated for housing development or undermine the Council's pre-approved policies.

An amendment was moved by Councillor Gruen seconded by Councillor Taggart

Delete the following from paragraph 3

"It condemns the enforced stealth tactics employed by the Government which seeks to undermine the local planning policy which protects such areas of land"

The amendment was carried and upon being put to the vote as the substantive motion it was

RESOLVED UNANIMOUSLY - That this council expresses its concern at the Government imposed requirement for all Local Planning Authorities to compile a Strategic Housing Land Availability Assessment – Call for sites (SHLAA).

Noting Government advice, Local Planning Authorities cannot exclude green belt, greenfield sites or any other land protected by Council policy from the assessment.

This Council reinforces its commitment to vigorously protect its green heritage and to continue working within its established planning policies and calls on the Government to reassess its unsustainable housing targets.

This council is also concerned that the SHLAA will raise false aspirations and may be misinterpreted by some that all land contained can be potentially built upon. Therefore the SHLAA for Leeds must state that it's contents will not determine land allocated for housing development or undermine the Council's pre-approved policies.

(The provisions of Council Procedure Rule 4 providing for the winding up of business were applied to the conclusion of the debate on this item and to business thereafter)

54 White Paper Motion - Policing Green Paper

It was moved by Councillor R Lewis seconded by Councillor Lowe and

RESOLVED - That this Council notes with concern recommendations in the policing green paper which propose the direct election of individuals specifically and uniquely for the purpose of joining the Police Authority.

The Council recognises that increased police accountability and scrutiny will promote greater public confidence in both local and national policing.

However, the Council also recognises that councillors play a vital role in establishing visible links between local people and the police, and do so with a thorough knowledge of wider neighbourhood issues.

- We therefore call upon the Chief Executive to write to the Home Secretary and express that we are Opposed to the election of individuals specifically for the purpose of joining the police authority as referred to in the green paper
- Concerned that joined up approaches to tackling neighbourhood issues will be undermined if individually elected bodies become responsible for single local authority departments.
- Convinced that councillors on the Police Authority play a vital role in representing the views of local people on a real range of issues.

55 White Paper Motion Submitted Under the Provisions of Council Procedure Rule 3.1(d) - Leeds Rhinos

It was moved by Councillor Parker seconded by Councillor J Lewis and

RESOLVED - That this Council congratulates both players and staff of Leeds Rhinos' on their historic two in a row Grand Final success.

Furthermore this Council underlines its commitment to providing the Rhinos with a Civic celebration worthy of their achievements at a suitable time for all parties.

56 White Paper Motion Submitted Under the Provisions of Council Procedure Rule 3.1(d) - Minimum Size Standards for Family Homes

It was moved by Councillor Monaghan seconded by Councillor Pryke and

RESOLVED – That this Council notes with concern that England and Wales are the only countries in Western Europe without minimum size standards for family homes. This has led to British Social Housing being on average 30% smaller than the equivalent on the continent. This council calls upon the government to introduce minimum size standards in Britain for family homes.

(Council rose at 7.10 pm)



Originator: Kate Feltham

Tel: x 51632

Report of: Assistant Chief Executive (Corporate Governance)

Council

Date: 28th January 2009

Subject: Report under Rule 1.4 (b) Executive Procedure Rules. Withdrawal of concurrent delegation to the Chief Officer (Children and Families).

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. This report advises the Council of an amendments made to the executive scheme of delegation by the Leader on 23rd December 2008 to withdraw the concurrent delegation to the Chief Officer (Children and Families).

1.0 Purpose Of This Report

- 1.1 This report advises the Council of an amendment made to the executive scheme of delegation by the Leader on 23rd December 2008 to withdraw the concurrent delegation to the Chief Officer (Children and Families).

2.0 Background Information

- 2.1 Rule 1.4 of the Executive Procedure Rules provides that the Leader may amend the scheme of delegation relating to executive functions at any time by giving written notice to the Assistant Chief Executive (Corporate Governance) and to the person, body or committee concerned. There is then a requirement for the Assistant Chief Executive (Corporate Governance) to present a report to the next ordinary meeting of the Council setting out the changes made by the leader.
- 2.2 On 23rd December 2008 the Leader amended the executive scheme of delegation by withdrawing the concurrent delegation of executive functions to the Chief Officer (Children and Families).

3.0 Main Issues

- 3.1 The post of Chief Officer (Children and Families) was a post to which concurrent executive delegations were delegated.
- 3.2 The post has become vacant and is being covered by an acting Chief Officer on a temporary basis, in addition, the structure of senior staff in Children's Services is currently under review.
- 3.3 On 23rd December 2008 the Leader amended the executive scheme of delegation by withdrawing the concurrent delegation of executive functions to the Chief Officer (Children and Families).
- 3.4 This report is to advise Council of the amendment made by the leader to withdraw the concurrent delegation to the Chief Officer (Children and Families).

4 Implications For Council Policy And Governance

- 4.1 The Constitution requires that the Council is advised of amendments made to the executive delegation scheme by the Leader in the interests of good governance.

5 Legal and Resource Implications

- 5.1 There are no resource implications. Withdrawing the concurrent delegation from the Chief Officer (Children and Families) while the current arrangements are under review ensures that a clear chain of accountability can be demonstrated.

6 Conclusions

- 6.1 This report advises the Council of an amendment made to the executive scheme of delegation by the Leader on 23rd December 2008 to withdraw the concurrent delegation to the Chief Officer (Children and Families).

7 Recommendations

7.1 The Council is requested to note the contents of this report.

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REPORT OF THE DIRECTOR OF RESOURCES

COMMITTEE : COUNCIL

DATE : 28th JANUARY 2009

SUBJECT : CALCULATION OF THE COUNCIL TAX BASE FOR 2009/2010 FOR THE PURPOSE OF CALCULATING THE COUNCIL TAX

Electoral Wards Affected :

Specific Implications For :

Ethnic Minorities

Women

Disabled People

1. INTRODUCTION

Under the Local Government Finance Act 1992 and accompanying regulations, detailed procedures are laid down for calculating the tax base which will be used for calculating the Council Tax. The tax base for the Leeds area is expressed as the number of Band D equivalent properties and will be used both for calculating Leeds City Council's own element of Council Tax and for notifying to the West Yorkshire Police and Fire Authorities for them to calculate their own elements of Council Tax. The West Yorkshire Police and Fire Authorities have to be notified of the tax base by 31 January 2009.

In addition to calculating the tax base for the Leeds area as a whole, a separate tax base has to be calculated for each part of the Council's areas to which a "special item" of expenditure relates. In Leeds, it is considered that only parish precepts should be treated as special items for these purposes and a tax base is therefore also calculated for each parish.

2. CALCULATIONS

Details of the calculations for Leeds as a whole and for each individual parish are given in the Appendix. In summary, the Council Tax Base for Leeds is calculated at 235,314 Band D equivalent properties. This is calculated by estimating changes from the District Valuer's Valuation List that will take place during 2009/2010 by reference to the following:

- a) provision for successful appeals,
- b) provision for exempt properties,
- c) changes in number of properties (demolitions and new additions),
- d) estimated single person and other discounts and
- e) estimated collection rate.

The net Council Budget for 2009/2010, which will be decided by Council in February 2009, will be divided by the calculated Council Tax Base to arrive at the Council Tax for a Band D property, from which the Council Tax for other valuation bands will be calculated.

3. **RECOMMENDATION**

Members are requested :

(i) To adopt the following resolution:

that in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended), the amount calculated by the Council as its Council Tax Base for the year 2009/2010 shall be 235,314 and for each parish as listed below:

Aberford and District	782
Allerton Bywater	1,298
Alwoodley	3,676
Arthington	294
Austhorpe	26
Bardsey cum Rigton	1,162
Barwick in Elmet and Scholes	2,023
Boston Spa	1,862
Bramham cum Oglethorpe	720
Bramhope and Carlton	1,812
Clifford	759
Collingham with Linton	1,654
Drighlington	1,899
Gildersome	1,961
Great and Little Preston	490
Harewood	1,818
Horsforth	6,939
East Keswick	583
Kippax	3,089
Ledsham	94
Ledston	160
Micklefield	554
Morley	9,774
Otley	4,913
Pool in Wharfedale	969
Scarcroft	676
Shadwell	948
Swillington	1,072
Thorner	752
Thorp Arch	360
Walton	122
Wetherby	4,627
Wothersome	8

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

Appendix

CALCULATION FOR THE WHOLE OF:

LEEDS

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F /G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	372	131,452	69,142	63,240	30,966	19,122	9,255	6,420	609	330,578	1
Less Exempt dwellings	0	9,619	5,683	2,920	1,492	492	194	126	14	20,540	1
= "H" in formula 2	<u>372</u>	<u>121,833</u>	<u>63,459</u>	<u>60,320</u>	<u>29,474</u>	<u>18,630</u>	<u>9,061</u>	<u>6,294</u>	<u>595</u>	<u>310,038</u>	
Total discounts	29	16,646	6,276	4,795	1,993	916	415	265	41	31,376	1
= "Q" in formula 2	<u>29</u>	<u>16,646</u>	<u>6,276</u>	<u>4,795</u>	<u>1,993</u>	<u>916</u>	<u>415</u>	<u>265</u>	<u>41</u>	<u>31,376</u>	
Additions less Reductions	0	34	379	386	59	45	-4	-2	0	917	3
= "J" in formula 2	<u>0</u>	<u>34</u>	<u>379</u>	<u>386</u>	<u>59</u>	<u>45</u>	<u>-4</u>	<u>-2</u>	<u>0</u>	<u>917</u>	
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
= "F" in formula 2	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>11</u>	<u>13</u>	<u>15</u>	<u>18</u>		
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
= "G" in formula 2	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>		
RELEVANT AMOUNT FOR EACH BAND	191	70,147	44,771	49,698	27,540	21,705	12,484	10,046	1,108		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									237,690	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	3
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										235,313	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										1	1
TAX BASE FOR CALCULATION OF TAX FOR										235,314	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

ABERFORD and DISTRICT

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	1	74	104	105	117	213	99	63	3	779	1
Less Exempt dwellings	0	4	6	3	3	3	0	3	0	22	1
= "H" in formula 2	1	70	98	102	114	210	99	60	3	757	
Total discounts	0	11	8	9	9	8	3	2	0	48	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	1	40	70	83	106	248	139	97	6		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									790	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										782	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										782	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

ALLERTON BYWATER

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	6	1,051	466	213	75	23	0	0	2	1,836	1
Less Exempt dwellings	0	30	4	9	0	0	0	0	0	43	1
= "H" in formula 2	6	1,021	462	204	75	23	0	0	2	1,793	
Total discounts	0	101	27	9	2	1	0	0	1	142	1
Additions less Reductions	0	25	41	36	0	0	0	0	0	102	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	3	629	370	206	73	28	0	0	2		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									1,311	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										1,298	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										1,298	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

ALWOODLEY

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		0	40	185	1,134	1,153	547	293	351	37	3,740	1
Less Exempt dwellings		0	5	12	35	25	8	9	9	3	105	1
	= "H" in formula 2	0	35	173	1,099	1,128	539	284	342	34	3,635	
Total discounts	= "Q" in formula 2	0	6	27	102	78	24	12	12	1	262	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	0	0	1	1	0	2	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		0	19	113	887	1,051	630	394	552	67		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										3,713	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											3,676	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											TOTAL	1

TAX BASE FOR CALCULATION OF TAX FOR:

ALWOODLEY

3,676

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

ARTHINGTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	2	16	27	23	37	20	92	14	231	1
Less Exempt dwellings	0	0	1	1	0	0	0	1	0	3	1
= "H" in formula 2	0	2	15	26	23	37	20	91	14	228	
Total discounts	0	0	2	2	2	1	1	4	0	12	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	0	1	10	21	21	44	28	144	28		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									297	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										294	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										294	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

AUSTHORPE

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	1	0	2	9	13	0	0	0	25	1
Less Exempt dwellings	0	0	0	1	0	0	0	0	0	1	1
= "H" in formula 2	0	1	0	1	9	13	0	0	0	24	
Total discounts	0	0	0	0	0	1	0	0	0	1	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	0	1	0	1	9	15	0	0	0	0	
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									26	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										26	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR	AUSTHORPE									26	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

BARDSEY cum RIGTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		0	27	66	37	139	239	226	219	13	966	1
Less Exempt dwellings		0	1	0	0	2	3	3	5	0	14	1
	= "H" in formula 2	0	26	66	37	137	236	223	214	13	952	
Total discounts	= "Q" in formula 2	0	4	7	5	10	12	11	7	0	57	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	4	0	1	1	0	6	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		0	15	46	28	131	274	308	346	26		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										1,174	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											1,162	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR	BARDSEY cum RIGTON										1,162	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

BARWICK in ELMET and SCHOLES

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	1	114	219	816	467	324	172	82	3	2,198	1
Less Exempt dwellings	0	2	5	12	10	2	4	0	0	35	1
= "H" in formula 2	1	112	214	804	457	322	168	82	3	2,163	
Total discounts	0	17	25	64	31	14	6	4	0	161	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	1	64	147	658	426	377	234	130	6		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									2,043	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										2,023	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										2,023	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

BOSTON SPA

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F /G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		0	97	358	268	315	352	277	181	19	1,867	1
Less Exempt dwellings		0	4	7	10	7	3	2	0	0	32	1
	= "H" in formula 2	0	93	351	258	308	349	275	181	19	1,835	
Total discounts	= "Q" in formula 2	0	15	38	25	36	25	15	5	1	160	1
Additions less Reductions	= "J" in formula 2	0	0	1	2	1	0	0	0	0	4	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		0	52	245	209	273	396	375	294	37		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										1,881	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											1,862	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR											1,862	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

BRAMHAM cum OGLETHORPE

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		0	118	117	89	68	149	89	85	4	719	1
Less Exempt dwellings		0	2	2	5	1	1	0	1	0	12	1
	= "H" in formula 2	0	116	115	84	67	148	89	84	4	707	
Total discounts	= "Q" in formula 2	0	15	11	8	5	8	4	2	0	53	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	0	5	2	1	0	8	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		0	68	81	67	62	177	126	138	8		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										727	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											720	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR											720	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

BRAMHOPE and CARLTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		0	67	12	148	290	306	385	324	21	1,553	1
Less Exempt dwellings		0	7	0	3	5	10	3	4	0	32	1
	= "H" in formula 2	0	60	12	145	285	296	382	320	21	1,521	
Total discounts	= "Q" in formula 2	0	9	1	19	30	24	17	12	0	110	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	0	0	1	1	0	2	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		0	34	9	112	255	333	529	516	42		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										1,830	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											1,812	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR											1,812	

BRAMHOPE and CARLTON

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

CLIFFORD

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	58	100	158	139	85	130	83	3	756	1
Less Exempt dwellings	0	1	2	5	1	1	0	0	1	11	1
= "H" in formula 2	0	57	98	153	138	84	130	83	2	745	
Total discounts	0	10	7	16	16	6	4	2	0	61	1
Additions less Reductions	0	0	0	0	1	0	1	1	0	3	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	0	31	71	122	123	96	183	137	4		
TOTAL RELEVANT AMOUNTS										767	4
ESTIMATED COLLECTION RATE										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										759	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										759	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

COLLINGHAM with LINTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	14	66	111	79	150	282	463	94	1,259	1
Less Exempt dwellings	0	1	1	9	1	3	3	6	1	24	1
= "H" in formula 2	0	13	65	102	78	147	279	457	93	1,235	
Total discounts	0	2	6	13	10	11	16	18	2	79	1
Additions less Reductions	0	0	0	0	0	4	2	1	1	8	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	0	7	46	80	68	171	383	733	183		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									1,671	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										1,654	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										1,654	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

DRIGHLINGTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		4	606	482	765	266	232	51	12	3	2,421	1
Less Exempt dwellings		0	29	14	11	3	5	1	0	0	63	1
	= "H" in formula 2	4	577	468	754	263	227	50	12	3	2,358	
Total discounts	= "Q" in formula 2	0	81	37	47	12	8	1	1	1	187	1
Additions less Reductions	= "J" in formula 2	0	0	3	4	1	0	0	0	0	8	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		2	331	338	633	252	268	70	19	5		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										1,918	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											1,899	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR											1,899	

DRIGHLINGTON

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

GILDERSOME

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	5	660	690	772	191	219	34	9	1	2,581	1
Less Exempt dwellings	0	14	21	6	1	1	1	1	0	44	1
= "H" in formula 2	5	646	669	766	190	218	33	8	1	2,537	
Total discounts	1	90	63	49	8	8	1	0	1	221	1
Additions less Reductions	0	1	0	1	0	0	0	0	0	2	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	2	371	471	638	182	257	46	13	1		
TOTAL RELEVANT AMOUNTS										1,981	4
ESTIMATED COLLECTION RATE										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										1,961	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										1,961	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

GREAT and LITTLE PRESTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	4	271	31	240	56	37	8	6	0	653	1
Less Exempt dwellings	0	4	2	4	1	0	0	0	0	11	1
= "H" in formula 2	4	267	29	236	55	37	8	6	0	642	
Total discounts	0	29	2	12	4	2	0	0	0	49	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	2	158	21	199	51	43	11	10	0		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									495	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										490	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										490	

GREAT and LITTLE PRESTON

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

HAREWOOD

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	8	32	313	336	222	253	341	75	1,580	1
Less Exempt dwellings	0	0	1	12	7	0	5	10	1	35	1
= "H" in formula 2	0	8	31	301	329	222	248	331	74	1,545	
Total discounts	0	1	5	31	30	16	12	11	2	106	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	0	5	20	241	299	252	341	533	145		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									1,836	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										1,818	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										1,818	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

HORSFORTH

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		3	900	2,446	2,155	1,560	826	381	165	8	8,444	1
Less Exempt dwellings		0	36	98	57	20	16	3	6	2	238	1
	= "H" in formula 2	3	864	2,348	2,098	1,540	810	378	159	6	8,206	
Total discounts	= "Q" in formula 2	1	142	256	176	95	39	12	6	2	728	1
Additions less Reductions	= "J" in formula 2	0	4	0	7	1	1	0	0	0	13	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		1	484	1,627	1,714	1,446	944	528	256	9		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										7,009	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											6,939	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR	HORSFORTH										6,939	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

EAST KESWICK

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	14	64	36	45	62	78	184	4	487	1
Less Exempt dwellings	0	0	0	5	3	4	1	3	0	16	1
= "H" in formula 2	0	14	64	31	42	58	77	181	4	471	
Total discounts	0	3	6	2	3	6	3	6	0	29	1
Additions less Reductions	0	0	0	0	0	1	0	0	0	1	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	0	8	45	26	39	65	107	291	8		
TOTAL RELEVANT AMOUNTS										589	4
ESTIMATED COLLECTION RATE										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										583	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR:										583	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

KIPPAX

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		3	1,340	1,102	1,115	469	125	30	3	1	4,188	1
Less Exempt dwellings		0	39	17	16	9	1	0	0	0	82	1
	= "H" in formula 2	3	1,301	1,085	1,099	460	124	30	3	1	4,106	
Total discounts	= "Q" in formula 2	0	142	91	60	16	4	2	1	1	315	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	11	0	0	0	0	11	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		2	773	774	924	455	147	40	4	1		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										3,120	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											3,089	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR	KIPPAX										3,089	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

LEDSSHAM

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	0	12	3	6	9	12	32	1	75	1
Less Exempt dwellings	0	0	0	1	0	0	0	0	0	1	1
= "H" in formula 2	0	0	12	2	6	9	12	32	1	74	
Total discounts	0	0	3	0	1	0	0	1	0	5	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND		0	0	7	2	5	11	17	51	2	
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									95	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										94	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										94	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

LEDSTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	1	64	29	6	15	17	22	22	1	177	1
Less Exempt dwellings	0	2	3	0	0	0	0	1	0	6	1
= "H" in formula 2	1	62	26	6	15	17	22	21	1	171	
Total discounts	0	6	2	1	1	1	2	1	0	12	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	1	38	19	5	14	20	29	34	2		
TOTAL RELEVANT AMOUNTS										162	4
ESTIMATED COLLECTION RATE										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										160	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										160	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

MICKLEFIELD

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		3	577	79	77	60	32	7	5	0	840	1
Less Exempt dwellings		0	23	1	1	2	1	0	0	0	28	1
	= "H" in formula 2	3	554	78	76	58	31	7	5	0	812	
Total discounts	= "Q" in formula 2	1	57	6	5	3	2	0	0	0	73	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		1	331	56	63	55	36	10	8	0		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										560	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											554	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR											554	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

MORLEY

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	18	5,795	3,112	2,878	1,183	735	89	27	2	13,839	1
Less Exempt dwellings	0	232	97	36	19	8	2	1	0	395	1
= "H" in formula 2	18	5,563	3,015	2,842	1,164	727	87	26	2	13,444	
Total discounts	1	767	284	202	52	25	4	2	1	1,337	1
Additions less Reductions	0	14	39	22	3	0	1	0	0	79	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	9	3,206	2,154	2,366	1,115	859	122	40	2		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									9,873	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										9,774	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										9,774	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

OTLEY

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	3	806	2,114	1,688	924	514	171	57	6	6,283	1
Less Exempt dwellings	0	38	80	31	19	9	7	0	0	184	1
= "H" in formula 2	3	768	2,034	1,657	905	505	164	57	6	6,099	
Total discounts	0	127	209	150	62	23	8	3	1	581	1
Additions less Reductions	0	0	7	1	6	1	0	0	0	15	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	2	427	1,425	1,341	849	591	226	91	11		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									4,963	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										4,913	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										4,913	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

POOL in WHARFEDALE

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		0	26	165	214	185	125	135	113	7	970	1
Less Exempt dwellings		0	1	3	4	4	3	3	0	0	18	1
	= "H" in formula 2	0	25	162	210	181	122	132	113	7	952	
Total discounts	= "Q" in formula 2	0	4	17	21	14	10	7	3	0	76	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	2	0	0	0	0	2	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		0	14	113	168	169	137	180	184	14		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										979	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											969	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR:											969	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

SCARCROFT

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	4	18	39	55	47	68	205	63	499	1
Less Exempt dwellings	0	0	0	0	2	2	1	3	0	8	1
= "H" in formula 2	0	4	18	39	53	45	67	202	63	491	
Total discounts	0	1	1	6	5	3	3	8	1	28	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND		0	2	13	30	48	51	92	323	124	
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									683	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										676	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										676	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

SHADWELL

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	8	29	61	132	219	172	171	9	801	1
Less Exempt dwellings	0	0	2	2	4	4	1	2	0	15	1
= "H" in formula 2	0	8	27	59	128	215	171	169	9	786	
Total discounts	0	2	4	7	13	14	8	4	0	52	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND		0	4	18	46	115	246	236	275	18	
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									958	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										948	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										948	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

SWILLINGTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	6	644	330	319	113	58	21	7	1	1,499	1
Less Exempt dwellings	0	16	8	4	1	0	1	0	0	29	1
= "H" in formula 2	6	628	322	315	112	58	20	7	1	1,470	
Total discounts	1	68	25	18	9	2	1	0	0	125	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	3	374	231	264	103	68	27	11	2		
TOTAL RELEVANT AMOUNTS										1,083	4
ESTIMATED COLLECTION RATE										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										1,072	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										1,072	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

THORNER

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	67	90	105	111	148	73	115	19	728	1
Less Exempt dwellings	0	0	4	2	3	1	1	3	0	14	1
= "H" in formula 2	0	67	86	103	108	147	72	112	19	714	
Total discounts	0	12	12	9	12	8	4	5	0	61	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	0	37	57	84	96	170	99	179	38		
TOTAL RELEVANT AMOUNTS										760	4
ESTIMATED COLLECTION RATE										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										752	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										752	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

THORP ARCH

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	0	32	91	45	68	19	67	11	333	1
Less Exempt dwellings	0	0	1	3	0	1	1	0	0	6	1
= "H" in formula 2	0	0	31	88	45	67	18	67	11	327	
Total discounts	0	0	4	8	3	3	2	3	1	23	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	0	0	21	71	42	78	24	107	21		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									364	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										360	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										360	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

WALTON

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	0	1	2	14	12	18	20	29	3	99	1
Less Exempt dwellings	0	0	0	0	0	0	0	1	0	1	1
= "H" in formula 2	0	1	2	14	12	18	20	28	3	98	
Total discounts	0	0	0	1	2	1	1	1	0	6	1
Additions less Reductions	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND	0	1	2	11	10	21	27	45	6		
TOTAL RELEVANT AMOUNTS										123	4
ESTIMATED COLLECTION RATE										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										122	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										122	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

WETHERBY

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

	BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list	1	227	1,085	935	709	1,066	536	299	24	4,882	1
Less Exempt dwellings	0	11	34	22	17	12	6	9	0	110	1
= "H" in formula 2	1	216	1,051	913	692	1,054	530	290	24	4,772	
Total discounts	0	38	129	95	61	50	26	10	1	411	1
Additions less Reductions	0	0	0	4	3	1	2	0	0	10	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18	2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9	2
RELEVANT AMOUNT FOR EACH BAND	1	119	717	730	634	1,229	731	467	46		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1									4,674	4
ESTIMATED COLLECTION RATE	= "B" in formula 1									99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")										4,627	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)										0	1
TAX BASE FOR CALCULATION OF TAX FOR										4,627	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)

TAX BASE FOR PURPOSE OF CALCULATING COUNCIL TAX 2009/2010

CALCULATION FOR THE PARISH OF:

WOTHERSOME

TAX BASE = A x B
(Formula 1)

Where "A" equals total of relevant amounts as calculated below
and "B" is the authority's estimation of its collection rate for the year

RELEVANT AMOUNT FOR EACH
BAND = (H - Q + J) x F / G
(Formula 2)

Where "H" is the number of chargeable dwellings on the relevant day
and "Q" is a factor to take account of the discounts to which the amount of council tax payable was
subject on the relevant day
and "J" is the amount of any adjustment in respect of changes in the number of chargeable dwellings
or discounts calculated
and "F" is the relevant proportion applicable to each band
and "G" is the relevant proportion applicable to band D

		BAND A (5/9)	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL	Note
Dwellings in valuation list		0	0	2	3	1	1	0	2	0	9	1
Less Exempt dwellings		0	0	0	0	0	0	0	0	0	0	1
	= "H" in formula 2	0	0	2	3	1	1	0	2	0	9	
Total discounts	= "Q" in formula 2	0	0	0	0	0	0	0	0	0	1	1
Additions less Reductions	= "J" in formula 2	0	0	0	0	0	0	0	0	0	0	3
Proportion for relevant Band	= "F" in formula 2	5	6	7	8	9	11	13	15	18		2
Proportion for Band D	= "G" in formula 2	9	9	9	9	9	9	9	9	9		2
RELEVANT AMOUNT FOR EACH BAND		0	0	1	2	1	1	0	3	0		
TOTAL RELEVANT AMOUNTS	= "A" in formula 1										8	4
ESTIMATED COLLECTION RATE	= "B" in formula 1										99.0%	5
UNADJUSTED TAX BASE FOR CALCULATION OF TAX: ("A" x "B")											8	
Addition by reference to payments from Secretary of State for Defence for Class O exempt properties (SI 1992/2943)											0	1
TAX BASE FOR CALCULATION OF TAX FOR											8	

Notes:

- 1 From Valuation List / Council Tax records on 30 November 2008
- 2 Laid down in the legislation
- 3 Estimated
- 4 Sum of result of formula 2 for each band
- 5 As for the District as a whole (legal requirement)



Report of the Assistant Chief Executive (Corporate Governance)

Council

Date: 28th January 2009

Subject: Recommendations of the General Purposes Committee

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

- 1 This report sets out recommendations to Council from the General Purposes Committee.
2. The principal recommendations to Council are to:
 - amend the Scrutiny Board Procedure Rules in order to ensure that all Scrutiny Board recommendations are submitted to Executive Board
 - amend the Scrutiny Board Procedure Rules in order to require original signatures on the Call In request form

1.0 Purpose of this report

- 1.1 This report sets out recommendations to Council from the General Purposes Committee in relation to:
 - amending the Scrutiny Board Procedure Rules in order to ensure that all Scrutiny Board recommendations are submitted to Executive Board
 - amending the Scrutiny Board Procedure Rules in order to require original signatures on the Call In request form

2.0 Background Information

- 2.1 The General Purposes Committee is authorised to consider proposals to amend the constitution and make recommendations about this to Council.

2.2 At its meeting of 20th November 2008, the Committee met to consider

- the processing of Scrutiny Board recommendations
- the Call In arrangements

3.0 Main Issues

The processing of Scrutiny Board recommendations

3.1 The Head of Scrutiny and Member Development presented a report detailing the current arrangements for managing Scrutiny Board recommendations and provided options for change. In the majority of cases Scrutiny Board recommendations are made to Directors.

3.2 As it could not be evidenced that Directors consulted with relevant Executive Members, the General Purposes Committee recommended that all Scrutiny Board recommendations be submitted to the Executive Board for consideration. This would ensure that Executive Board Members were aware of, and considered all Scrutiny Board recommendations.

Signatures to the Call In request

3.3 The Head of Scrutiny and Member Development submitted a report proposing an amendment to the Scrutiny Board Procedure Rules in order to require original signatures on the Call In request.

3.4 To avoid decisions being Called In by Members who were not fully aware of the issues involved, the General Purposes Committee recommended that the Scrutiny Board Procedure Rules be amended in order to require original signatures on the Call In request form.

Amendments to the Scrutiny Board procedure Rules

3.5 To implement these recommendations, the General Purposes Committee recommends Council to approve the amended Scrutiny Board Procedure Rules attached as appendix 1 to this report.

4.0 Implications For Council Policy and Governance

4.1 The Council's Scrutiny arrangements are one of the key parts of the Council's governance arrangements. This review of Scrutiny Board procedures will ensure that the arrangements will be more efficient and transparent.

5.0 Legal and Resource Implications

5.1 Under Article 15 of the Constitution, these amendments to the Constitution must be approved by full Council, after consideration by the General Purposes Committee.

5.2 The Monitoring Officer can make any additional consequential amendments under her delegated authority set out in Article 15.

6.0 Recommendations

- 6.1 Council is recommended by the General Purposes Committee to resolve to:
- a) require original signatures on the Call In request form;
 - b) ensure that all Scrutiny Board recommendations are submitted to Executive Board; and
 - c) approve the Scrutiny Board Procedure Rules, as amended in appendix 1 to this report.,

Background Papers

Reports to the General Purposes Committee 20th November 2008

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SCRUTINY BOARD PROCEDURE RULES

1.0 GENERAL ARRANGEMENTS

1.1 The Council will have the Scrutiny Boards set out in Article 6 of its Constitution. It will appoint to them as it considers appropriate from time to time

1.2 No Scrutiny Board may include an Executive Board Member.

1.3 Working Groups

A Scrutiny Board may appoint a Working Group as it feels appropriate and necessary to assist in ensuring the effectiveness and efficiency of its work¹.

1.4 Co-opted Members

Each Scrutiny Board shall be entitled to select non-voting co-opted members to assist in the discharge of the Board's role, in accordance with Article 6 of the Constitution.

Except as set out in Article 6, co-opted members may participate in the debate in the same way as Elected Members, but have no voting rights.

1.5 Education Representatives

The Scrutiny Board (Children's Services) shall select education representatives in accordance with Article 6 of the Constitution.

Any education representative appointed in accordance with Article 6 of the Constitution, shall serve as an education representative on all relevant Scrutiny Boards.²

1.6 Matters within the terms of reference of more than one Scrutiny Board
The Proper Officer, after consultation with Scrutiny Chairs, shall arrange for any matter to be dealt with, where it falls within the terms of reference of more than one Scrutiny Board.

2.0 DECLARATIONS OF INTEREST

2.1 Elected Members and voting co-opted members of Scrutiny Boards must observe the authority's Code of Conduct.

¹ These must be appointed to carry out specific tasks such as visits to premises or other information gathering activities. The Scrutiny Board Procedure Rules Guidance Note provides guidance on Working Groups.

² A Scrutiny Board is a relevant Scrutiny Board where the Board's functions relate wholly or in part to any education functions which are the responsibility of the authority's executive.

Scrutiny Board Procedure Rules

- 2.2 Where any non-voting co-opted member of a Scrutiny Board has an interest in an item, he/she must declare the interest and may be required by the Chair of the Scrutiny Board to withdraw from the meeting at which that issue is under discussion.
- 2.3 The Scrutiny Board (Health) may include Members who are involved in the executive of a particular NHS body³, as a member or an employee. Where such a Member has a personal or prejudicial⁴ interest in a matter, they must declare the interest. If the interest is prejudicial they must not participate in any Inquiry or consultation process which concerns that NHS body. In addition Scrutiny Board (Health) Members may not be involved in any scrutiny exercise that may advantage the NHS body where they have a prejudicial interest.

3.0 FREQUENCY AND PLACE OF MEETINGS OF THE SCRUTINY BOARDS

- 3.1 Extraordinary meetings may be called from time to time as and when appropriate.
- 3.2 A Scrutiny Board meeting may be called by
- the Chair of the relevant Scrutiny Board; or
 - any three Members of the Board; or
 - the Proper Officer if he/she considers it necessary or appropriate.
- 3.3 A Scrutiny Board may sit at such place and at such time as it considers necessary and appropriate.

4.0 QUORUM / SUBSTITUTE MEMBERS

- 4.1 The quorum for a Scrutiny Board shall be as set out for committees in the Council Procedures Rules in Part 4 of this Constitution.
- 4.2 A substitute Member shall be entitled to attend a Call In meeting of a Scrutiny Board in place of a regular Member.⁵

5.0 NOTICES OF MEETINGS

- 5.1 Notices for all meetings of a Scrutiny Board shall be issued from the office of the Chief Executive. No matter shall be considered at such meeting without the prior agreement of the Chief Executive who shall first have been provided with any written report or with full details of any intended verbal report.

6.0 ADMISSION TO MEETINGS

- 6.1 Subject to any statutory prohibitions and to sub-paragraph 6.2 below, all meetings of a Scrutiny Board shall be open to the public in accordance with the Access to Information Procedure Rules. This shall be without prejudice to any power of

³ In Leeds this means the Leeds Primary Care Trust, the Leeds Teaching Hospitals NHS Trust, the Leeds Mental Health Teaching NHS Trust and the NHS Yorkshire and Humber.

⁴ See the Members Code of Conduct paragraphs 8 to 12 on Interests

⁵ The defined pool of substitutes will be any member of a Scrutiny Board *excluding* those who have been signatures to the Call In.

exclusion to suppress or prevent disorderly conduct or other misbehaviour at a meeting.

- 6.2 A Scrutiny Board may resolve to exclude the press and public from a meeting (whether the whole or part only of the proceedings) by passing a resolution under the Access to Information Procedure Rules.

7.0 MINUTES

- 7.1 All meetings of each Scrutiny Board shall be minuted.
- 7.2 All oral evidence given to a Scrutiny Board shall be recorded in full, either in writing or by such other method (such as tape recording) as shall appear to the Scrutiny Board to be appropriate.
- 7.3 The tapes of oral evidence must be kept for an appropriate period of time to be determined in each case.⁶

8.0 CHAIRS

- 8.1 The Chair of a Scrutiny Board will be appointed in accordance with the Council's Procedure Rules.

9.0 RIGHTS OF SCRUTINY BOARD MEMBERS TO DOCUMENTS

- 9.1 In addition to their rights as Councillors, Members on a Scrutiny Board have additional rights to documents as set out in the Access to Information Procedure Rules in Part 4 of this Constitution.
- 9.2 When a Scrutiny Board conducts a review, every member of the Scrutiny Board⁷ shall have a right of access to any documents which are relevant to the subject matter of the review.⁸
- 9.3 Nothing in the above paragraph prevents more detailed liaison between the Executive and a Scrutiny Board as appropriate depending on the particular matter under consideration.

10.0 AGENDA ITEMS

- 10.1 A Scrutiny Board shall as a minimum consider the following business at an Ordinary Meeting:
- appeals against refusal of inspection of documents;

⁶ The Scrutiny Board Procedure Rules Guidance Note provides guidance on the use of taped evidence to Scrutiny Boards.

⁷ Information received as a member of a Scrutiny Board should be used only in this capacity. Such information should not for example be used by an elected Member to further their ward work.

⁸ The Protocol for Elected Member/Education Leeds Relations sets out rights of access to information relating to the activity of Education Leeds. Rights of access are subject to the Data Protection Act 1998.

Scrutiny Board Procedure Rules

- exclusion of public;
- late items;
- declarations of interest;
- apologies for absence;
- minutes of the last meeting;
- the Scrutiny Board's work programme; and
- the business otherwise set out on the agenda for the meeting.

11.0 WORK PROGRAMMING

11.1 No Scrutiny Board may undertake a review into:

- any decision of a Regulatory Panel or the Licensing Committee or a Licensing sub-committee;⁹
- any decisions which may be appealed against to a Regulatory Panel;
- any decision taken by an officer under delegated authority which falls within the terms of reference of a Regulatory Panel or the Licensing Committee or a Licensing Sub-Committee;¹⁰
- any decision taken prior to 24 May 1999¹¹, except where such a decision has influenced to a significant degree any action or decision taken subsequently to 24 May 1999 which is the subject of an Inquiry; or
- except in exceptional circumstances, any decision in respect of which there are:
 - ongoing judicial proceedings, Ombudsman or audit inquiry or complaint under the Council's formal complaints procedure;¹² or
 - individual personnel issues.

11.2 The role of the Scrutiny Boards in the development of the Council's Budget and Policy Framework is set out in the Budget and Policy Framework Procedure Rules.

11.3 In relation to the development of plans and strategies which are not part of the authority's Budget and Policy Framework, a Scrutiny Board may investigate the available options for policy development.

⁹ In respect of a licence or permission granted to an individual or in respect of an individual premises

¹⁰ In respect of a licence or permission granted to an individual or in respect of an individual premises

¹¹ This was the date of the commencement of scrutiny arrangements in Leeds.

¹² It might be appropriate for a Scrutiny Board to conduct an Inquiry at the conclusion of any of the proceedings referred to. For example it could investigate why proceedings were started. Such an Inquiry should not however act as an appeal against those proceedings.

12.0 REQUESTS FOR SCRUTINY

Inquiries requested by the Executive or Council

- 12.1 Where the Executive or Council resolves to recommend that an Inquiry should be undertaken into a particular matter, the Proper Officer shall add this recommendation to the agenda for the next Ordinary Meeting of the relevant Scrutiny Board. Where a Scrutiny Board decides not to undertake an Inquiry recommended by the Executive or Council, the reasons for the decision shall be minuted by Scrutiny Board.

Inquiries requested by a member of a Scrutiny Board

- 12.2 Any member of a Scrutiny Board may propose an Inquiry be undertaken into a particular matter. The Scrutiny Board will then consider whether to undertake the Inquiry. In doing so, it shall take into account the wishes of all members of that Board including those who are not Members of the political group(s) forming the Council's administration on the Council.

Requests for Inquiries from other sources

- 12.3 The appropriate Scrutiny Board shall consider a request from any other source¹³ to conduct an Inquiry¹⁴.
- 12.4 All such requests for an Inquiry must be submitted in writing to the Proper Officer. The Proper Officer shall add the request to the agenda for the next Ordinary Meeting of the relevant Scrutiny Board.
- 12.5 The Proper Officer shall acknowledge all such requests for an Inquiry.
- 12.6 At the next Ordinary Meeting, the Scrutiny Board shall consider any request for an Inquiry which the Proper Officer has added to the agenda.
- 12.7 Where the request has not come from the Executive or the Council, the person or body making the request will be invited to attend the Board's meeting to explain the reasons for the request. The Scrutiny Board Chair will decide how much time will be given to the person or body for addressing the Scrutiny Board.
- 12.8 The Proper Officer will inform whoever submitted the request and any other relevant parties about the decision of the Scrutiny Board.¹⁵

13.0 SELECTING SCRUTINY INQUIRIES

- 13.1 Before deciding to undertake a scrutiny Inquiry, a Scrutiny Board must:

¹³ including Scrutiny Chairs.

¹⁴ Except in exceptional circumstances, the Proper Officer will not refer requests which relate solely to the interests of one individual or company to the Scrutiny Board for consideration, and will refer requests relating to matters of purely local concern to the relevant Area Committee.

¹⁵ Other parties may include relevant Directors, and Area Committees.

Scrutiny Board Procedure Rules

- consider how the proposed Inquiry meets criteria approved from time to time¹⁶; and
- consider the current workload of the Scrutiny Board and the available resources required to carry out the work.

13.2 Where a Scrutiny Board decides that there shall be an Inquiry, the Scrutiny Board shall

- consult with any relevant Director¹⁷ and Executive Member.
- agree the Terms of Reference of the Inquiry;
- agree the period within which the Inquiry's Report is to be completed;
- compile a preliminary list of witnesses from whom the Scrutiny Board require evidence¹⁸; and
- compile a preliminary list of documents which the Scrutiny Board require to be produced.

14.0 INQUIRY REPORTS AND RECOMMENDATIONS

14.1 At the conclusion of an Inquiry a Scrutiny Board shall, where it considers it to be appropriate, produce a written report summarising the evidence that it has taken and setting out its recommendations.

14.2 The Board shall submit its report to the Proper Officer for consideration by the Executive (if the proposals are consistent with the existing Budget and Policy Framework), or to the Council as appropriate.¹⁹

14.3 Where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to it finalising its recommendations²⁰. The detail of that advice shall be reported to the Scrutiny Board and considered before the report is finalised.

14.4 The Inquiry Report shall include:

- an explanation of the matter reviewed or scrutinised;
- a list of the participants involved in the Inquiry (save where the Board considers that a name of a witness should be withheld for reasons of confidentiality)²¹ ;
- a list of all documentation that has been considered by the Board; and
- any conclusions and recommendations on the matter reviewed or scrutinised.

¹⁶ set out in the Scrutiny Board Procedure Rules Guidance Notes

¹⁷ Any reference to a Director within these Rules should be deemed to include reference to all officers listed in Article 12 of the constitution. These include chief officers with concurrent delegations to directors.

¹⁸ As an Inquiry proceeds it may become apparent that further witnesses are required

¹⁹ A Scrutiny Board may also send a copy of a report to any relevant partnership.

²⁰ The Director shall consult with the appropriate Executive Member before providing any such advice.

²¹ Where it is necessary to preserve the confidentiality of a witness, their name need not be disclosed nor where the evidence which they gave amounted to exempt information, need this be disclosed if it would breach the witness's confidentiality.

- 14.5 The Scrutiny Board should note whether any documents contain exempt or confidential information on the list of documents.²²
- 14.6 Where any voting member of the Scrutiny Board does not agree with the content of the Board's Report, they may produce a Minority Report setting out their findings and recommendations. The Minority Report will be an appendix to the Scrutiny Board's Report.²³
- 14.7 The Council, the Executive Board, Area Committees or officers shall consider a Report of a Scrutiny Board within two months of it being submitted to the Proper Officer.

Health Service Scrutiny Functions

- 14.8 The Scrutiny Board (Health) may make specific recommendations to a local NHS body.
- 14.9 Where the Scrutiny Board (Health) has completed its scrutiny and made reports and recommendations to local NHS bodies scrutinised, the Proper Officer will copy the report to:
- Local MPs and MEPs;
 - NHS Yorkshire and Humber;
 - PCT and other NHS Trusts;
 - Leeds Voice;
 - Patient and public involvement forums; and
 - Other bodies or organisations that have expressed an interest in the Inquiry.
- 14.10 The Proper Officer will place a copy of the report on the Council's web-site.

15.0 RESPONSE TO INQUIRY REPORTS AND RECOMMENDATIONS

- 15.1 Where a Scrutiny Board has sent a Report to a body, the body concerned will be asked to send its response to the Board within 2 months²⁴ of receipt of the Report.
- 15.2 The body should set out in response to the recommendations made:²⁵
- the views of the body
 - details of any action already taken in response to the recommendations;
 - proposed action and timescales; or

²² In order to preclude inadvertent disclosure of any such document.

²³ The Scrutiny Board Procedure Rules Guidance Note provides guidance on Minority Reports.

²⁴ For NHS Bodies this time limit is 28 days (the Local Authority (Overview and Scrutiny Committee Health Scrutiny Functions) Regulations 2002. Where a Scrutiny Board has sent a report to a partnership the partnership is not required under these Rules to provide a response. Any partnership not otherwise required to provide a response will be invited to do so.

²⁵ Where a recommendation is to a Director, the Director shall consult with the appropriate Executive Member when formulating a proposed response. The Scrutiny Board report and proposed response will be considered by the Executive Board prior to a response being sent to the Scrutiny Board

Scrutiny Board Procedure Rules

- reasons for inaction.

15.3 In the case of responses from NHS bodies the response should also be copied to:

- Local MPs and MEPs;
- NHS Yorkshire and Humber;
- PCT and other NHS Trusts;
- Leeds Voice;
- Patient and public involvement forums; and
- Other bodies or organisations that have expressed an interest in the Inquiry

The Proper Officer will also place a copy of the response on the Council's web-site.

16.0 RECOMMENDATIONS MADE OUTSIDE THE FORMAL SCRUTINY INQUIRY PROCESS

16.1 It is recognised that from time to time Scrutiny Boards may wish to make comment or issue recommendations which have been generated outside of the formal Scrutiny Inquiry process.

16.2 Where a Scrutiny Board makes a recommendation outside of the formal Scrutiny Board Inquiry process this will be set out in a Statement²⁶ from the Scrutiny Board.

16.3 Where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to it finalising its recommendations²⁷. The detail of that advice shall be reported to the Scrutiny Board and considered before the Statement is finalised.

16.5 Where the Scrutiny Board (Health) has made recommendations to local NHS bodies scrutinised, the Proper Officer will copy the Statement to:

- Local MPs and MEPs;
- NHS Yorkshire and Humber;
- PCT and other NHS Trusts;
- Leeds Voice;
- Patient and public involvement forums; and
- Other bodies or organisations that have expressed an interest in the issue.

16.6 Where a Scrutiny Board has sent a Statement to a body, the body concerned will be asked to send its response to any recommendations to the Board within 2 months²⁸ of receipt of the Statement.

16.7 The body should set out in response to the recommendations made:²⁹;

²⁶ Statements from Scrutiny Boards result from work undertaken by a Scrutiny Board outside the formal Inquiry process in order to allow the Scrutiny Board to express comments and recommendations.

²⁷ The Director shall consult with the appropriate Executive Member before providing any such advice.

²⁸ For NHS Bodies this time limit is 28 days (the Local Authority (Overview and Scrutiny Committee Health Scrutiny Functions) Regulations 2002).

²⁹ Where a recommendation is to a Director, the Director shall consult with the appropriate Executive Member when formulating a proposed response. The Scrutiny Board report and proposed response will be considered by the Executive Board prior to a response being sent to the Scrutiny Board

- the views of the body
- details of any action already taken in response to the recommendations;
- proposed action and timescales; or
- reasons for inaction.

16.8 In the case of responses from NHS bodies the response should also be copied to:

- Local MPs and MEPs;
- NHS Yorkshire and Humber;
- PCT and other NHS Trusts;
- Leeds Voice;
- Patient and public involvement forums; and
- Other bodies or organisations that have expressed an interest in the Inquiry.

The Proper Officer will also place a copy of the response on the Council's web-site

17.0 WITNESSES – GENERAL PRINCIPLES

17.1 Where a Scrutiny Board wishes to take evidence from a witness, the Proper Officer shall notify the witness of:-

- the date upon which their evidence is to be taken;
- the matters upon which evidence is sought;
- any documents that the Scrutiny Board wishes to have produced; and
- the date upon which the Board requires any written evidence from the witness.

17.2 Those assisting the Scrutiny Board by giving evidence shall be treated with respect and courtesy³⁰.

17.3. When a Member with a prejudicial interest in a matter is giving evidence to the Scrutiny Board³¹, they should ensure they act as a witness by moving to the area in which other witnesses are giving evidence. The Member should only be present in the room when giving the evidence and must leave the room once they have given their evidence and answered any questions.

18.0 MEMBERS AND OFFICERS GIVING ACCOUNT

18.1 A Scrutiny Board may require any Executive Member, the Chief Executive and/or any senior officer to attend before it to provide information about:

- any particular decisions or series of decisions;
- the extent to which actions taken implement Council policy; and/or
- their performance.

18.2 It is the duty of those officers and Members to attend.

³⁰ see Member/Officer Protocol in Part 5 of the Constitution.

³¹ Members' Code of Conduct paragraph 12(2)

Scrutiny Board Procedure Rules

- 18.3 The Chair of a Scrutiny Board will inform the Proper Officer if the Scrutiny Board requires any Member (including an Executive Member) or officer to attend a Scrutiny Board under this provision. The Proper Officer shall inform the Member or officer of this, giving at least 7 working days notice of the meeting at which he/she is required to attend.
- 18.4 The notice will state:
- the nature of the item on which he/she is required to attend to give account; and
 - whether the Scrutiny Board requires him/her to produce any documents or reports.
- 18.5 Where the Scrutiny Board requires the person to produce a report, then the Proper Officer will give the Member or officer concerned sufficient notice to prepare it.
- 18.6 The Chair of the Scrutiny Board will inform the Proper Officer where a Scrutiny Board requires a Director to attend a Scrutiny Board in person.
- 18.7 Directors may be accompanied by any other officer the Director feels appropriate.
- 18.8 Where the Scrutiny Board does not require a Director to attend in person, he/she will be responsible for ensuring that an officer of sufficient knowledge and requisite seniority attends. Any such witness may be accompanied by such adviser(s) as he/she considers necessary.
- 18.9 Where, in exceptional circumstances, the Member or officer is unable to attend on the required date, then the Proper Officer shall, in consultation with the Chair of the Scrutiny Board and the Member or officer, arrange an alternative date for attendance, or agree an appropriate substitute.

Health Scrutiny Functions

- 18.10 Scrutiny Board (Health) may require an officer of a local NHS body to attend and answer such questions as appear to the Scrutiny Board to be necessary for discharging its functions.³²
- 18.11 An NHS body must provide the Scrutiny Board with such information about the planning, provision and operation of health services in the area as the Board shall reasonably require in order to discharge its functions.³³

19.0 ATTENDANCE BY OTHERS

- 19.1 A Scrutiny Board may invite members of the public or other persons to address it, discuss issues of local concern and/or answer questions³⁴.
- 19.2 A Scrutiny Board may appoint advisers and assessors to assist them in their work.

³² Regulation 10 Local Authorities (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 as amended. Officer includes a Chief Executive.

³³ Regulation 5 Local Authorities (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 as amended.

³⁴ It may for example wish to hear from residents, stakeholders, Members or officers in other parts of the public sector and shall invite such people to attend.

19.3 A Member with a prejudicial interest in a matter may make representations and/or answer questions at a Scrutiny Board³⁵. In such circumstances the Member should move to the area of the room in which such other members of the public or persons are seated, and should only be present in the room while making representations and/or answering questions. The Member must leave the room once they have made their representations and/or answered any questions until the end of that item.

20.0 EXECUTIVE DECISIONS OUTSIDE THE BUDGET OR POLICY FRAMEWORK

20.1 The relevant Director shall seek the agreement of the Chair of the relevant Scrutiny Board that a decision can be taken as a matter of urgency where:

- a proposed decision is contrary to the Council's policy framework, or is not wholly in accordance with the budget approved by full Council; and
- the decision is a matter of urgency; and
- it is not practical to convene a quorate meeting of the full Council.

20.2 The Director shall give detailed reasons to the Chair about why it is not practical to convene a quorate meeting of full Council when seeking his/her agreement.

20.3 In the absence of the Chair of the relevant Scrutiny Board, the Director may obtain agreement from the Lord Mayor or in the absence of both, the Deputy Lord Mayor.

20.4 The Director must note on the record of the decision:

- the consent of the Chair of the relevant Scrutiny Board to the decision being taken as a matter of urgency; and
- the Chair's reasons for giving consent.

20.5 Following the decision, the decision taker will provide a full report to the next available Council meeting explaining:

- the decision;
- the reasons for it; and
- the reason why taking the decision was treated as a matter of urgency.

21.0 KEY DECISIONS NOT CONTAINED WITHIN THE FORWARD PLAN

General exception

21.1 Where it is proposed to take a Key Decision which has not been included in the Forward Plan, the relevant Director will give the Chair of the relevant Scrutiny Board not less than 5 days written notice of the matter on which the decision is to be made.

³⁵ Members' Code of Conduct paragraph 12(2)

Scrutiny Board Procedure Rules

Special urgency

- 21.2 If by virtue of the date by which a decision must be taken, it is not possible to give 5 days written notice of the matter, the decision taker (if an officer) or the Chair of the body making the decision shall seek the agreement of the Chair of the relevant Scrutiny Board that the decision cannot reasonably be deferred.
- 21.3 In the absence of the Chair of the relevant Scrutiny Board, the Director may obtain agreement from the Lord Mayor or in the absence of both, the Deputy Lord Mayor.

Report to Council

- 21.4 A Scrutiny Board can require the Executive to submit a report to Council where it considers that a Key Decision has been taken which was not in the Forward Plan or which has not been the subject of the general exception or special urgency provisions³⁶.

22.0 CALL-IN³⁷

- 22.1 Subject to the exceptions set out below, the following may be called in to be reviewed and scrutinised by the relevant Scrutiny Board³⁸:
- all decisions of the Executive Board;
 - executive decisions taken by Area Committees; and
 - Key and Major Decisions taken by Officers.
- 22.2 The power to call in decisions does not extend to³⁹:
- decisions made under regulatory arrangements;
 - decisions made by Joint Committees; or
 - decisions not taken by the authority.
- 22.3 When a decision is made which is subject to Call-In, the Chief Democratic Services Officer shall publish the decision, and make it available on the Council database within two days of the decision being made.
- 22.4 He/she will also send each elected Member of the relevant Scrutiny Board an electronic copy of the record of the decision within two days of it being made.
- 22.5 The notice will bear the date on which it is published. It will specify that the decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless the decision is called in.
- 22.6 During that period, the Proper Officer shall Call-In a decision for scrutiny by the relevant Scrutiny Board if:

³⁶ See Access to Information Procedure Rules

³⁷ There is a separate Guidance Note which sets out in full the operation of the Call-In

³⁸ Where a decision falls within the terms of reference of more than one Scrutiny Board, the Proper Officer will determine the relevant Scrutiny Board, after consultation with Scrutiny Chairs.

³⁹ A decision which is a direct consequence of implementing a previous key or major decision, cannot be called in – see definition of key and major decisions, guidance notes on delegated decision-making.

- two non executive elected Members (who are not from the same political group) or
- any five non executive elected Members

request him/her to do so⁴⁰. The Proper Officer will call a meeting of the relevant Scrutiny Board to review or scrutinise the decision.

22.7 A request for Scrutiny must be made on the approved pro forma and contain the original signatures of those Calling In the decision.

22.8 At the meeting the Scrutiny Board will invite signatories to the notification⁴¹ to explain the reasons for the Call-In⁴². The relevant member of the Executive Board, Area Committee Chair or officer (as appropriate) shall be required to attend the Meeting and shall be given the opportunity to respond to the reasons given for the Call-In. The Scrutiny Board shall make such further enquiries as it considers necessary and appropriate. The Scrutiny Board may also extend the invitation to other relevant witnesses, as considered appropriate, in order to specifically assist the Board in its deliberations over the called in decision.

22.9 The Scrutiny Board shall then either;

- release the decision for implementation; or
- recommend to the decision-maker that the decision should be reconsidered; or
- where the decision is considered to fall outside the agreed budget or policy framework, recommend to the decision-maker that the decision should be reconsidered, and notify the decision-maker that if it is not, the Scrutiny Board will refer the matter to full Council.

22.10 A Call In meeting may be adjourned for a maximum of 5 working days only if the Scrutiny Board resolves to receive information not available at the time and is considered crucial by the Scrutiny Board in order to reach a decision.

22.11 If the Scrutiny Board resolves that a decision is to be referred back for consideration, the Proper Officer will prepare a report⁴³ to the decision-maker within three working days of the Scrutiny Board meeting.

22.12 In exceptional circumstances, the Scrutiny Board may resolve to adjourn the meeting to consider information regarded as essential for the Board to come to a conclusion. The maximum time allowed for an adjournment is 5 working days.

23.0 CALL-IN EXCEPTIONS

⁴⁰ A Member cannot be a signatory to call-in a decision of the Area Committee of which they are a member. This also excludes members of the Scrutiny Board to which the Call In will be referred.

⁴¹ or their nominees

⁴² The signatories should specify which of the principles of decision making (set out in Article 13.2 of the constitution) has not been followed. The signatories may also provide further written evidence provided this supports the stated reasons for calling in the decision.

⁴³ the provisions relating to a minority report do not apply to any decision of the Committee in relation to a matter which has been called in.

Scrutiny Board Procedure Rules

- 23.1 The Call-In procedure set out above shall not apply:
- where the decision being taken is stated by the decision maker to be urgent⁴⁴; nor
 - where the decision is in relation to a matter which has been the subject of a previous Call-In.⁴⁵

24.0 NHS BODIES - CONSULTATION WITH THE SCRUTINY BOARD (HEALTH)

24.1 A local NHS body must consult the Scrutiny Board (Health) where it has under consideration any substantial development of the health service in the authority's area, or for a substantial variation in the provision of a service⁴⁶.

24.2 The Scrutiny Board may make comments on the proposal consulted on by such date as may be specified by the NHS body.

24.3 Where the NHS body is satisfied that a decision has to be taken without allowing time for consultation because of a risk to safety or welfare of patients or staff, the NHS body shall notify the Scrutiny Board immediately of:

- the decision taken; and
- the reason why no consultation has taken place.

24.4 Where the Scrutiny Board (Health) is not satisfied that:

- consultation on any proposal referred to in paragraph 24.1 has been adequate in relation to content or time allowed; or
- where paragraph 24.3 applies, the reasons given by the NHS body are adequate;

it may report this to the Secretary of State in writing. The Secretary of State may require the local NHS body concerned to carry out such consultation, or such further consultation, with the Scrutiny Board as he/she considers appropriate.

24.5 Where further consultation has been required, the local NHS body shall, having regard to the outcome of such further consultation, reconsider any decision it has taken in relation to the proposal in question.

24.6 In any case where the Scrutiny Board (Health) considers that the proposal would not be in the interests of the health service in the authority's area, it may report this to the Secretary of State in writing. The Secretary of State may make a final decision on the proposal and require the local NHS body to take such action, or desist from taking such action, as he/she may direct.

25.0 ANNUAL REPORT TO COUNCIL

⁴⁴ A decision may be declared urgent by the decision-maker if they consider that any delay in implementing the decision would seriously prejudice the authority's interest or the public interest.

⁴⁵ This includes a decision which has been modified by the decision making body following a recommendation by a Scrutiny Board after call in of the earlier decision

⁴⁶ Under the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 as amended.

25.1 The Proper Officer will report to Council⁴⁷ annually about how the authority has carried out its overview and scrutiny functions.

⁴⁷ After consultation with the Scrutiny Chairs.

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