

SCRUTINY BOARD (CITY DEVELOPMENT)

**Meeting to be held in Civic Hall, Leeds on
Tuesday, 16th December, 2008 at 10.00 am**

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

MEMBERSHIP

Councillors

R Pryke (Chair)	-	Burmantofts and Richmond Hill
C Beverley	-	Morley South
B Gettings	-	Morley North
R Harington	-	Gipton and Harehills
A Hussain	-	Gipton and Harehills
J Jarosz	-	Pudsey
M Lobley	-	Roundhay
R Procter	-	Harewood
N Taggart	-	Bramley and Stanningley
G Wilkinson	-	Wetherby
A Barker	-	Horsforth
J Matthews	-	Headingley
A Ogilvie	-	Beeston and Holbeck

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

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Rules (in the event of an Appeal the press and public will be excluded.)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items or information have been identified on this agenda.</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			LATE ITEMS To identify items which have been admitted to the agenda by the Chair for consideration. (The special circumstance shall be specified in the minutes.)	
4			DECLARATION OF INTERESTS To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members' Code of Conduct.	
5			APOLOGIES FOR ABSENCE	
6			MINUTES OF LAST MEETING To confirm as a correct record the minutes of the meeting held on 18 th November 2008.	1 - 6
7			INQUIRY ON RESIDENTS PARKING SCHEMES To consider the attached report of the Head of Scrutiny and Member Development attaching for Members' consideration the Board's draft final report of its Inquiry on Residents Parking Schemes.	7 - 28
8			TRAFFIC CONGESTION - KEY LOCATIONS To receive and consider a report from the Director of City Development which updates the Board on key locations for congestion on the major highway network.	29 - 42
9			PREVIOUSLY RECEIVED PERFORMANCE INDICATORS To receive and consider a report from the Head of Scrutiny and Member Development on previously received performance indicators.	43 - 48

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			CITY VARIETIES To receive and consider a report from the Head of Scrutiny and Member Development which advises Members of a presentation to update the Board on work carried out to the City Varieties during 2009.	49 - 50
11			CURRENT WORK PROGRAMME To consider the attached report of the Head of Scrutiny and Member Development regarding the Board's work programme, together with a copy of the Forward Plan of Key Decisions pertaining to this Board's Terms of Reference for the period 1 December 2008 to 31 March 2009 and the Executive Board Minutes of 5 th November 2008.	51 - 74
12			DATE AND TIME OF NEXT MEETING To note that the next meeting of the Board will be held on 13 th January 2008 at 10.00am with a pre-meeting for Board Members at 9.30am.	

SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 18TH NOVEMBER, 2008

PRESENT: Councillor R Pryke in the Chair

Councillors C Beverley, B Gettings,
R Harington, J Jarosz, M Loble, R Procter,
G Wilkinson, A Barker, J Matthews and
A Ogilvie

59 Declaration of Interests

Councillor Beverley declared a personal and prejudicial interest in respect of Agenda Item 7 'Consultation on the Draft Vision for Leisure Centres in Leeds' (Minute No. 61 refers) as a close relative was employed in a Council Leisure Centre. Councillor Beverley left the room during the consideration of this item.

60 Minutes of Last Meetings

RESOLVED – That the minutes of the meeting held on 14th October 2008 and the minutes of the Call-In meeting held on 28th October 2008 be confirmed as correct records.

61 Consultation on the Draft Vision for Leisure Centres in Leeds

The Head of Scrutiny and Member Development submitted a report attaching the report of the Director of City Development which informed Members of the draft Vision for Leisure Centres presented to the Executive Board on 2nd September 2008 and of the consultation process that was being carried out on the draft proposals.

The Chair welcomed to the meeting Councillor John Procter, Executive Board Member for Leisure, Jean Dent, Director of City Development and Martin Farrington, Acting Chief Recreation Officer, City Development.

The Acting Chief Recreation Officer presented the report and summarised for the Board the draft vision for the Council's Leisure Centres as outlined in the 2nd September 2008 report to the Executive Board. He also summarised the public **consultation exercise** being undertaken to assess public opinion prior to recommendations being presented to the December Executive Board.

Members were advised that **costs** had risen significantly due in particular to the rise in energy prices. The demand modelling work had also identified an apparent **over provision of swimming pools** in the city. A **managed solution** was required which would make the best use of resources, shaping

them into something sustainable for the long term and which would operate within the Council's budget.

With regard to the **consultation exercise**, Members were advised that as broad a range of views as possible were being sought from a broad range of stake holders. Individual groups were consulted at the request of, for instance, Area Management.

In brief summary the following issues were raised by Members:

- **Funding for school transport** to swimming lessons at leisure centres.
- The **condition of leisure centres and swimming pools** and how this affected usage.
- The **location of Council and private leisure centres** – Officers agreed to provide Members with a map.
- The **closure of the bar and café at Pudsey Leisure Centre** which made it less attractive to visit – Members were advised that these facilities had been heavily subsidised. It was recognised that Pudsey Leisure Centre was in an excellent location but best use was currently not being made of this asset which would make it more sustainable. Members were also advised that there was a marketing team tasked with promotion of sports and leisure facilities.

With regard to the **consultation** exercise, the following concerns were raised by Members:

- The **letter sent to Gipton Residents** – A view was expressed by some Members that this letter had only been sent to the residents network, which was a self selecting group and that it would have been more useful if it had been sent to all the residents on the Gipton estate. Officers responded that the costs of consulting every resident directly was prohibitive and not cost effective. They did however consult with the Council's **Citizens Panel** which has 1,000 residents representing a balanced cross section of the community.
- The amount of effort put into tracking down and interviewing **hard to reach people** who had stopped using leisure centres, particularly in the Gipton area.
- Whether the **Beeston Hill and Holbeck Regeneration Partnership Board** and the **Primary Care Trust** had been consulted.

RESOLVED –

- (a) That the proposals for consultation on the Draft Vision for Leisure Centres be noted.
- (b) That a map of Council and private leisure centres be supplied to Members.
- (c) That Members comments and concerns be noted.

62 Publicity and Promotion of Leisure Events

The Head of Scrutiny and Member Development submitted a report as a result of the Board's concerns on the apparent short notice being given to publicise and promote leisure events in the city. Attached was a report of the

Draft minutes to be approved at the meeting
to be held on Tuesday, 16th December, 2008

Director of City Development which provided Members with information about **Light Night 2008** and in particular **publicity** prior to the event.

The Chair welcomed to the meeting Councillor John Procter, Executive Board Member for Leisure, Jean Dent, Director of City Development, and Andrew Macgill, Head of Arts and Events, City Development to present the report and respond to queries and comments from the Board.

Members raised their concerns about the lack of awareness of **Light Night** and the general **advertising of events**.

Members were advised of the **high attendance** at many of the events run by the Council, many of which had a loyal following and were in fact over subscribed. However it was acknowledged that Members could be made aware of events much further in advance than at present, perhaps by developing and making more use of the intranet.

Board Members made various suggestions on **improving advertising of events** and **developing the Council's website**. The Executive Board Member for Leisure and Officers agreed to review the advertising of events and to explore the suggestion that our museums join in future Light Nights and offer free entry.

RESOLVED –

- (a) That the report be received and noted.
- (b) That the outcome of the review for advertising events and the proposal that our museums participate in future Light Nights be circulated to all Members of the Board.

63 Work Programme

The Head of Scrutiny and Member Development submitted a report providing Members with a copy of the Board's current Work Programme. The Forward Plan of Key Decisions for the period 1st November 2008 to 28th February 2008 and the Executive Board Minutes of 8th October 2008 were also attached to the report.

The following matters were discussed:

- The Chair sought the Board's agreement to **defer the Inquiry on Residents Parking Schemes** to the December meeting, as the draft final report and recommendations were still out for comments and had not been concluded.
- Visits to the **Grand Theatre and City Varieties** – Members would be contacted regarding their availability in January.
- **Update on Traffic Flow and Pinch Points** – Members requested that the sites previously identified by Members be acknowledged in the update report due at the December meeting of the Board.
- **Performance Management Information** – Members requested that a list of previously received performance indicators, which were no longer included in the report, be provided to the Board.

Draft minutes to be approved at the meeting
to be held on Tuesday, 16th December, 2008

RESOLVED –

- (a) That the report be noted.
- (b) That Item 11 'Inquiry on Residents Parking Schemes' be deferred to the December meeting of the Board.

64 Update on the Strategic Review of Planning and Development Services

The Chief Planning Officer submitted a report providing Members with an update on the progress made on implementing the solutions within the five improvement themes identified in the strategic review of Planning and Development Services.

The Chair welcomed to the meeting Jean Dent, Director of City Development and Phil Crabtree, Chief Planning Officer.

The Chief Planning Officer, presented the report and advised the Board that good progress could be demonstrated.

In summary, the following issues were raised by Members:

- **Electronic consultations** – Members were advised that objections and comments would be available for viewing on line in the new year. However personal information would be removed.
- **The clarity of plans on-line** – Members were advised that Officers would still use paper copies and could be consulted if plans were not clear.
- **Consistency of planning judgements** – Members were advised that it was important to achieve consistency in terms of Officers' report writing and being clear and transparent. However, from time to time exceptional circumstances might be identified to justify a departure from policy. The department was seeking to develop training in this area for Members and Officers.
- **Recruitment to vacant posts** – Members were advised that the Department was experiencing difficulties in recruiting to the Head of Planning Services, despite this post being advertised twice. A major factor could be the state of the housing market which was making people reluctant to move. However recruitment to Development Control posts was the second most difficult area to recruit to in Local Government and the salary had been increased to make this post more competitive.
- **The impact of vacancies on the planning section** - Members were advised that there was a budget shortfall across the service due to the significant downturn in property activity. The number of planning applications was down and therefore there was a loss of fee income. A balance therefore had to be struck between coping with the workload and holding posts vacant.
- **The Highways Street Design Guide** – Members were advised that this included the use of shared space which was a request for Scrutiny in 2007/08. It was reported that, whilst disabled organisations nationally had agreed the proposals concerning the use shared space, this was not the case at the local level in Leeds. As a consequence, consideration of this

item had been deferred from the 5th November Executive Board for further consultation.

RESOLVED – That the report be noted.

(Note: Councillor Wilkinson joined the meeting at 11.12am during the consideration of this item and Councillor R Procter left the meeting at 11.30am at the conclusion of this item.)

65 Progress Report on the Management and Capacity of the Planning Compliance Service

The Chief Planning Officer submitted a report providing Members with an update on the actions being taken to address key issues in the Planning and Compliance Service, focused around the themes of improving the customer experience, developing skills and building capacity.

Jean Dent, Director of City Development and Phil Crabtree, Chief Planning Officer, were joined by Jim Wigginton, Planning Compliance Manager and Caroline Allen, Head of Development and Regulatory, Legal, Licensing and Registration Services, to respond to queries and comments from the Board.

The Chief Planning Officer presented the report and updated the Board on the **latest prosecution and enforcement action figures**. He also advised that the Department would like to extend the successful **training** for Members to Parish Councillors. Members' comments were also sought on the **suitability of the template** to report to Members the current status and intended course of action on enforcement cases.

The Head of Development and Regulatory then outlined for the Board the progress **Legal Services** had made over the last 9 months in assisting the process of planning compliance and improving the relationship between the two departments: for instance, adjusting resources to improve turn round time, producing a joint agreed schedule on enforcement matters, improving the familiarity of prosecution solicitors with the planning process and holding surgeries to improve the dialogue between enforcement officers and prosecution solicitors.

In brief summary, Members raised the following issues:

- **The report on Priority Enforcement Cases** – Members were advised that the department intended to e-mail Members with the first of these reports in December 2008 and then at six weekly intervals.
- Members suggested the possibility of **guidance on typical timescales** being included in the above mentioned report, however Officers advised that this would be difficult, as it was largely out of the department's control.

RESOLVED –

- (a) That the report be noted.
- (b) That a further progress report be received by the Board in spring 2009.

(Note: Councillor Wilkinson left the meeting at 11.40am during the consideration of this item.)

66 Inquiry on Residents Parking Schemes

Due to the draft final report and recommendations still being out for comment and therefore unavailable, the Board had previously agreed to defer this item to the December meeting of the Board (Minute No. 63 refers).

67 Date and Time of Next Meeting

Noted that the next meeting of the Board would be held on Tuesday 16th December 2008 at 10.00am with a pre-meeting for Board Members at 9.30am.

The meeting concluded at 11.50am.

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 16th December 2008

Subject: Inquiry on Residents Parking Schemes

Electoral Wards Affected: All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

1.0 Introduction

- 1.1 Scrutiny Board (City Development) has now completed its inquiry Residents Parking Schemes . The Board is now in a position to report on its findings and its conclusions and recommendations resulting from the evidence gathered.
- 1.2 A copy of the draft final report has been circulated to all Members of the Board for comments prior to this meeting and is now attached for consideration at today's meeting, along with a summary of the evidence considered during the inquiry.

2.0 Consultation

- 2.1 Scrutiny Board Procedure Rule 16.3 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be attached to the report".
- 2.2 In this case the specific recommendations involve the Director of City Development and Director of Environment and Neighbourhoods. They have each been invited to consult with their respective Executive Member and provide any advice that they wish to provide at this stage, before the Board Members, finalise their report. The following comments have been received from the Chief Highways Officer on behalf of the Director of City Development:

"I refer to your email of 26th November and the comprehensive report relating to the above. I would make the following comments:

1. The notion of Residents funding such schemes remains a concern given the likely high cost to residents (because of the statutory process and lengthy consultations involved) and the uncertainty around outcomes (there being no guarantee of a scheme being implemented on the ground because of the consultations and process involved). I can foresee a scenario where residents incur significant costs but achieve little benefit. In summary, there is no objection in principle to third parties funding schemes; the concern is that such an approach may cause more problems than would be solved.

2. Point 16, page 6 needs clarification please. If the intention is to re-direct Pay and Display revenue to residents to refund the cost of them implementing the scheme in the first instance, I am not aware of a mechanism to do this. Can the intention be clarified please.

3. Point 43, page 12. The change of policy to introduce a charge for residents parking and visitors parking permits is one which, given its City wide implications, needs to be approved by the Executive Board.”

- 2.3 Once the Board publishes its final report, the relevant Directors will be asked to formally respond to the Scrutiny Board’s recommendations within 2 months of receipt of the Board’s report in accordance with Scrutiny Board Procedure Rule 15.1.

3.0 Recommendations

3.1 The Board is requested to:-

- (i) Agree the Board’s final report and recommendations.
- (ii) Request that the relevant Directors formally respond to the Scrutiny Board’s recommendations within 2 months of receipt of the Board’s report.

Background Papers

None Used

***FINAL
DRAFT***

Review of Residents Parking Schemes

Scrutiny Inquiry Report

Introduction and Scope



Introduction

1. We agreed in considering our work programme to undertake an inquiry to review residents parking schemes in the city.
2. It was a concern to us that it appeared to many Members and residents that the waiting time for the introduction of residents parking schemes was unacceptably long even once they had been approved and added to the Council's waiting list for implementation.
3. We recognised that the main reason for this was that there was only a limited amount of funding available in the Council budget each year for such schemes and that it had been necessary to prioritise requests according to greatest need.
4. However, the demand for such schemes was increasing year on year, particularly in certain areas of the city, and we were of the view that other options needed to be considered if the credibility of the process was to be maintained.
5. To this end we particularly wanted to explore a suggestion that some kind of dual scheme be operated where residents could be offered the opportunity of paying for the introduction of a residents parking scheme themselves. Where a large proportion of residents are commuters some of the cost could be recouped by releasing spaces during the day for 'pay and display' parking by non-residents.
6. We wanted to ensure that the current process of introducing residents parking schemes was fit for purpose and to ensure that whatever conclusions we reached that the process remained transparent and scrupulously fair.
7. We recognised that it was likely that our recommendations would have resource implications for the City Development and Environment & Neighbourhood departments responsible for this service but consider that a review was necessary.
8. We agreed terms of reference for this inquiry at our Board meeting on the 15th July 2008.
9. We acknowledged the roles and responsibilities which the City Development and Environment and Neighbourhoods Departments have for resident parking schemes and the good work that is undertaken on a daily basis to keep the traffic moving safely in our city.
10. We are very grateful to everyone who gave their time to participate in this inquiry and for their commitment in helping us to understand and review this matter.

Scope of the inquiry

11. We agreed that the purpose of the Inquiry was to make an assessment of and where appropriate, make recommendations on, the following areas
 - The effectiveness of current arrangements for establishing a residents parking scheme.

Introduction and Scope



- The practicality of allowing resident parking schemes to be paid for by residents themselves, in particular how enforcement of the scheme would be carried out.
- The viability of any other proposals to speed up the process of establishing resident parking schemes.



Resident Permit Parking, 24 hour waiting restriction and unrestricted parking



Conclusions and Recommendations



1. We were advised that Councils do not have a duty to provide on-street parking facilities.
2. The issue of car parking, particularly nuisance parking, is at the forefront of Regeneration and Liveability issues. That said we acknowledge that the primary function of the highway is for the movement of traffic. Contrary to popular belief, a resident does not have any special claim to a parking space in front of their own property and there was no way that this could practically be designated. It was reasonable, however, for residents to be able to park within close proximity to their property as this increases accessibility and security. Parking could be allowed where this does not impinge on the movement of traffic or where it does not create a safety hazard, or obstruct access to property or for emergency vehicles, or cause damage to the fabric of the highway (footway).
3. We were advised that the cost of introducing a Residents Parking Scheme (RPS) including investigation, consultation, reporting, advertising, signing and road markings, legal fees and permit issuing was estimated as £230 per space from recent schemes. There was, also, on-going maintenance of the signs and road markings to ensure enforcement can continue.
4. In addition, there would be costs incurred in enforcement of any RPS for Parking Services.
5. We acknowledge that the waiting time for RPSs has improved considerably in the last few years. However, the current list of outstanding schemes is substantial and anything that can be done to improve waiting times still further should be explored.

6. Resident Parking Schemes recently introduced, programmed for introduction and being investigated are as follows:

WARD	LOCATION	PROGRAMMED
Bramley & Stanningley	Broad Lane/Broadlea Terrace	Complete 2006/07
Pudsey	Woodlands, Devonshire Gardens	Complete 2006/07
Headingley	Chapel Street	Complete 2007/08
Hyde Park & Woodhouse	Oatlands/Carltons, Little London	Complete 2007/08
Headingley	The Granby's, Headingley	Complete 2007/08
City & Hunslet	Admiral Street	Complete 2007/08
Pudsey	Mulberry St	Complete 2007/08
Headingley	The Granby's, Headingley	Complete 2007/08
Beeston & Holbeck	Thirlmere Gardens	Alternative restriction introduced.
Garforth & Swillington	Coupland Road, Garforth	2008/09
Temple Newsam	Knightsway	2008/09
Weetwood	Glen Road Area	2008/09
Horsforth	Kerry Hill	2008/09
Pudsey	Mulberry Street	2008/09
Horsforth	Scotland Lane	2008/09
Armley	Modder Avenue	2008/09
Pudsey	Pudsey Town Centre	2008/09
Headingley	Ancaster Rd/Otley Rd	2008/09
Yeadon	Airport	2008/09
Hyde Park & Woodhouse	Elthams/Holborn Estate/ Shay Street:-	2008/09/10
Hyde Park & Woodhouse	Woodhouse Street/Cliff Road area	2008/09/10
Burmantofts & Richmond Hill	St James Hospital	2008/09/10
Hyde Park & Woodhouse	Woodsley Road Area, Burley	Earliest 2009/10
Hyde Park & Woodhouse	Brudenell Area, Hyde Park	Earliest 2009/10
Beeston & Holbeck	Millshaw Road	2009/10
Rothwell	Woodlesford Station	Under investigation
Beeston & Holbeck	Sunny Views/Wesley Street	Existing RPS programmed for review.
Kirkstall	Waterside	Not programmed
Beeston & Holbeck	Malvern Street	Not programmed

Conclusions and Recommendations



7. We acknowledged that the RPS process is transparent and thorough but takes a significant length of time from injection into the Traffic Engineering work programme to actual delivery on site.
8. Our initial thoughts were that by giving residents the option of paying for an RPS themselves, this external funding would provide a fast track approach to the problem. However, on closer examination we recognise the limitations of this option.
9. We acknowledge that an RPS might not be the solution to parking problems and one size does not fit all. Should residents be permitted to fund an RPS they may consider that a scheme should be provided irrespective of any agreed criteria for providing an RPS in other areas or advice provided by officers. If the scheme was provided which did not meet the expectations of the community, consideration would have to be given to resolving the situation, but at a cost to whom and with what priority?
10. For this to work the Council must have a strong and clear policy on where any RPS will be provided. To avoid the installation of inappropriate schemes only schemes which fall within the policy should be progressed. We totally accept that it would be inadvisable to give residents a remit to have what they want because they are paying, when they do not necessarily have the right information to make a properly informed decision. We considered the alternatives to an RPS

♦ **Long Term Commuters** – The conflict between resident parking demands and those of “car borne commuters” is very real. In this situation councils are

increasingly trying to develop policies that help residents who are, after all, council tax payers. Not all streets are affected by this. Those affected by commuter parking are those close to the city centre, near hospitals, universities, colleges and shopping/business areas.

♦ **Informal Park and Ride/Walk** - Increasingly there are requests for park and ride facilities from residents close to major commuter routes into the city and outlying railway stations as motorists would park in residential areas and then walk, cycle or use public transport for the latter part of their journey. While these actions are supporting the encouragement of alternative forms of transport, at least for a part of a journey, such an informal ‘park and ride/walk’ situation is having an the adverse impact within residential areas. Giving total priority to residents would effectively deter commuters from using public transport and potentially cause congestion elsewhere in the City. Without the proper provision of Park and Ride conflict between residents and commuters will continue.

♦ **Short Term Parking**
Visitors to local shops, businesses, educational establishments, entertainment/leisure facilities, health centres and residential properties requiring to park for periods between 20 minutes and 3 or 4 hours. These facilities generate short term visits producing a turnover of parking spaces.

Conclusions and Recommendations



♦ Residents

A further conflict lies in the fact that there can be “an excess of demand over supply for the use of on-road spaces from residents alone.” In a nutshell, when there are not even enough spaces for residents, especially as an increasing number of households have multiple vehicle owners, tough choices have to be made.

11. We understand that paying for a scheme would not necessarily accelerate its delivery. In treating our customers fairly, it would be wrong to accelerate a low priority scheme in advance of an area where residents are experiencing severe parking issues. The potential for groups of residents to be able to fund the investigation, consultation, legal process, design and implementation of an RPS may discriminate against members of society unable to afford such a scheme but who may be in greater need.
12. We accept that the RPS option is a lengthy process, particularly with the uncertainty around consultation and overcoming objections, and that this will not be shortened simply because the funding is coming from a different source.
13. We do feel however, that because resources are limited, additional sources of funding would allow, in appropriate circumstances, for more schemes to be injected into the programme.
14. We acknowledged the concerns expressed particularly by the traffic section that there is a finite staff resource to deliver a specific programme of work for the year and in considering schemes for subsequent years. Introducing additional schemes into an agreed programme would require either existing programmed schemes to be given a lower priority or additional staff being recruited. We would suggest that a better approach might be to consider the Council's consultant partner, Mouchels, being used to provide that additional staff resource provided these costs are recharged to the residents as part of the costs of the scheme.
15. We were advised that any schemes promoted in this way would be subject to the same legal / enforcement arrangements. This would mean that residents could agree to fund the partners' fees, only for the scheme to be abandoned on receipt of valid objections which cannot be over-ruled.
16. We consider that it may be possible for revenue to be raised by residents to offset the costs of them paying for an RSP. For instance, there could be scope in an area where a large proportion of residents were commuters to release spaces during the day for 'pay and display' parking by non-residents. This should be explored.
17. One alternative approach to residents paying for the implementation of a scheme could be to recover the costs once the scheme is established and residents are gaining its benefits.
18. Another option would be for those non-residents to the area to pay for their on-street parking. This can be achieved by either dedicating certain sections of the road for non-residents

Conclusions and Recommendations



or by allowing residents and non-residents to share sections of the road, known as 'dual' or 'mixed' use bays, with priority given to residents.

19. Residents would be exempt from any pay and display charges and may also have sole priority for spaces between certain times, e.g. between 16.00 or 17.00 hrs and 08.00 or 10.00 hrs the following day. Paid for, on – street parking would be available outside of these hours. This enables the street to be used for controlled parking and potentially generate income. The cost of the on-street parking may vary between resident parking zones depending upon the

- ◇ proximity to the facility they want to access e.g. shopping centre.
- ◇ charges levied by any off-street parking in the area
- ◇ type of parking, long or short stay, which the Council may want to encourage.

We appreciate therefore that it is difficult to estimate the potential income generation until such schemes are in operation.

20. Where the parking problems are caused by very short term parking for local shops, say 10 – 30 minutes, local businesses may raise concern about the future of their business if a charge was to be levied for short term parking. Parking could still be restricted by time in such a situation by introducing 'limited waiting'. This restricts parking to a set period of time with return prohibited for a further time period. A charge does not need to be levied but

strict enforcement of the times would be necessary.

21. Mixed parking is most appropriate in areas where a charge is already made for off - street parking, e.g. in the vicinity of hospitals where visitors might currently park in residential areas to avoid charges. Hence this is a good practice which officers are already seeking to implement in suitable areas.

22. In conclusion we recognise the complexity of this issue but take the view that the approach of allowing residents to pay for an RPS or recovering the costs once the scheme has been established to be worthy of consideration provided

- ◇ it does not accelerate lower priority schemes in advance of an area where residents are experiencing severe parking issues because of their ability to pay.
- ◇ the Council retains a strong and clear policy and criteria as to where an RPS is deemed appropriate and that only proposals that meet this criteria would be considered.

Conclusions and Recommendations



Recommendation 1:

That the Directors of City Development and Environment and Neighbourhoods

(i) undertake a review of residents parking schemes including detailed cost benefit analysis and consultation with residents, with a view to introducing an option that would enable residents to fund the cost of a resident parking scheme in accordance with agreed policy and does not accelerate lower priority schemes in advance of schemes on the approved list.

(ii) that this analysis work includes the use of the Council's consultants to provide additional staffing resources and methods by which residents could recoup the costs of a residents parking scheme, especially where a large proportion of residents are commuters, by releasing spaces during the day for 'pay and display' parking by non-residents.

(iii) that subject to (i) and (ii) above the option to allow residents to pay for a residents parking scheme be introduced from April 2010.

23. We were informed that there are a wide variety of methods used by local authorities to determine the need for a residents parking scheme but the most common areas of assessment are based upon:-

- (i) Properties with no off-street parking facility
- (ii) The level of support from residents for the scheme
- (iii) The availability of road space for parking, and
- (iv) Availability of alternative parking.

24. We understand that the assessment method currently used in Leeds considers item i); ii) and iii) above. We feel that the availability of alternative parking should also be taken in to account.

Recommendation 2:

That the assessment method for determining the suitability of establishing a residents parking scheme should include the availability of alternative parking and that this be considered as part of the review proposed in recommendation 1.

25. We wanted to explore other issues related to resident parking schemes and in particular the fact that we do not charge for residents or visitors parking permits and that they are issued for a period of three years.

26. In order to park within a scheme a permit must be displayed, or some other form of dispensation obtained. There are currently 65 schemes with 2 pending. Currently in the region of 22,000 permits are in use. Every zone contains a property list of addresses which can apply for a permit - if you are not on the list you

Conclusions and Recommendations



cannot apply. There are approximately 11,300 properties listed.

27. We learned that there are 3 types of permit available:-

◇ Resident permit

Resident permits are free at issue, although there was a charge of £10 to replace lost permits. Every car parked in a scheme must display a permit to park. A permit can be issued for every car that is registered to the address (so 4 cars = 4 permits). There was no limit on the numbers, but the applicant must supply proof of address and proof that the car was registered there.

The permit has the vehicle registration number written on it and could only be used with the nominated vehicle. The permit normally stated which RPS it applied to. Permits are free and last for 3 years, although this was shortened to the length of the tenancy if the applicant was a tenant. Only residents could apply for a resident permit – not landlords, agents or owners.

◇ Visitor permit

Only one visitors permit is issued to every address. They will be issued, upon application, to every address. As they are not specific to a vehicle, they can be used by any vehicle. Applicants must supply proof of address.

Permits are free and last for 3 years, although this was shortened to the length of the tenancy if the applicant was a tenant. Only residents could apply for a

visitor permit – not landlords, agents or owners.

Whilst it was not possible to electronically report on the split between visitor/resident permits in existence, in 2007/8, applications received suggest that 3,807 resident permits were issued compared to 4,262 visitor permits. If this were to be extrapolated across the 22,000 permits, this would give 11,220 visitor permits in use and 9,900 resident permits in use. (The balance figure falls to business permits). This was not surprising as most properties would need a visitor permit, but not all would have a car.

◇ Business permit

If one of the addresses on the property list referred to above was a business, they could apply for up to 3 permits. These permits are issued annually and there is a charge of £50 per year per permit to cover the administration but the permits can be used in any vehicle.

In the region of 880 business permits are in place. If they are lost, a £10 administration charge is applicable. The lost permit details are handed onto the parking attendants who look for any fraudulent use.

28. Currently, no charge is made to residents for permits unless they are lost and need replacing. We consider this to be worth exploring further as to whether a charge should be made as a means of recovering

Conclusions and Recommendations



implementation and on-going operational costs.

29. We note that the issue of whether or not to charge for parking permits is widely debated and we looked at the varying methods used by other local authorities. Income estimates we were told had been based on the existing 9,900 resident permits issued. However, some residents may rarely use their visitor permit and a significant proportion may select not to pay or may reduce their permit requirement for other reasons.

30. Clearly there could be a number of permutations that could be applied if the principle of charging for permits was accepted.

At Cost

31. It had been shown to us that the administrative costs for residents parking schemes are in the order of £431,000. The following table shows, in column 1, the annual charge required to cover the cost of administering the issuing of permits; in column 2, the charge required to cover the administration and estimated maintenance; and, in column 3, the charge required to cover the administration, maintenance and average implementation costs spread over 5 years. After 5 years the annual charge would reduce.

Annual Charge to cover administrative costs.	Annual Charge to cover Admin and Maintenance	Annual charge to cover Admin. Maintenance and Implementation
£45	£65	£105, reducing after 5 years

Charge relative to CO2 emissions or engine size

32. We note that some authorities, notably London Boroughs, relate the cost of a permit to either the Carbon Dioxide emissions or engine size of the vehicle, depending upon when the vehicle was first registered. Vehicles with low emissions or an engine size under 1000cc are either free or have a minimal charge. Larger vehicles can incur charges up to £300 per year.

33. The following table shows, the percentage of vehicles licensed in 2007 with engines of certain sizes from the 'Vehicle Licensing Statistics 2007' and the current number of resident permits issued. We were advised that charges have been selected at random for exemplification.

Vehicle Licensing Statistics 2007

Engine cc	% of Vehicles	No. of resident Permits	Possible Charge (£)
Under 1000	4%	396	Free
1001 - 1550	31%	3,069	50
1551 - 2000	51%	5,049	75
2001 - 2500	7%	693	150
2501 - 3000	4%	396	200
Over 3001	3%	297	250
Total		9,900	

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34. As with all charging options, any excess income could be redirected back towards the cost of introducing the scheme.

Equal Charge per Vehicle

35. Irrespective of the number of vehicles registered to an address, each vehicle incurs the same charge. Again, to cover the cost of administering the issuing of permits would require a charge of approximately £50 per year for every permit issued, though this cost could be varied.

Escalating charge per Vehicles

36. As the number of vehicles registered to a property increases so the cost of the permit increases. It would be possible for the first permit to be free with rising charges for 2nd, 3rd and 4th +vehicles.
37. We were advised that the traffic order would describe whether permits are issued per household or per address and this could have major implications for houses in multiple occupancy. A property divided into, say, 6 flats could require 6 permits for residents. The first applicant would receive a free permit; the 2nd and subsequent applicants would be charged at an increasing scale with or without a maximum limit. This may prove administratively complex as and when permit holders change, particularly if short term tenancies are involved. Again charges have been selected at random to exemplify this option.

No. of Vehicles.	Estimated No. of Permits	Cost of Permits
1.	7,575	£0 - £30
2.	1,980	£50 - £100
3+	345	£150 - £200
Total	9,900	

Charge related to Zone

38. We understand that some authorities zone their RPS's so that the cost of a permit varies from zone to zone depending upon its location. This option is administratively more complex and generally places a higher charge on areas close to city centres.
39. Off-setting costs with a combination of RPS and pay and display in some cases would make best use of limited kerb space and we understand that officers are already considering this option in appropriate locations.
40. Combining RPS with limited waiting has similar benefits and we understand that this is again being promoted in appropriate circumstances.
41. Introducing permit charges we feel is possible but needs careful consideration. At first analysis the potential income is high and accounting requirements stipulate that any excess over operating costs be spent on highways. However, in reality the income may be much lower due to reduced demand for schemes and permits.

Conclusions and Recommendations



42. This would be particularly true if a more equitable arrangement was made for visitor parking. We would also take the view that whilst income may not match initial analysis, there would be other benefits in terms of positively changing car ownership, parking and travel behaviour which would make better use of limited road and parking space. However, there could also be negative impacts as parking is transferred to adjacent areas. It could also be costly to administer.
43. We are of the view that there should be a charge for resident parking and visitor parking permits.
44. We recommend that resident parking and visitor parking permits be issued for 12 months and not every three years and that the additional administration costs be recouped from the fee charged but recognise that this cannot be done in isolation.
45. We do not have a strong view as to what the fee should be or method by which charging for resident and visitors parking permits should be applied except to say that the Council should be adequately compensated for the work that it undertakes in this regard.
46. The number of resident parking permits available to each household is currently unlimited which we think is unsustainable and could lead to the number of parking permits being greater than the number of spaces available and so residents would still not be able to park near their homes. However, if the number of parking spaces was limited then properties with a large number of vehicles may not be able to have a permit for every car at that property. Businesses are affected as staff that only require their vehicle to commute to work are not allowed a permit and therefore cannot park, either free of charge or at all, near their place of work. Workmen are inconvenienced when parking in the area as they need to display a visitor permit or could be fined; householders also may not have applied for a visitor permit. Only one visitor permit is allocated per property which would affect properties employing more than one set of workmen. Statutory undertakers also have difficulty parking their vehicles in residents parking zones as they do not have parking permits. However, statutory undertakers and workpeople can apply for a dispensation which would allow them to carry out specific work in an area. These can be granted immediately for emergency work. In addition health and social workers can be issued with permits which allow them to park in resident zones while carrying out their work duties.
47. We are of the view that if charging for parking and visitor permits were introduced it would be necessary to limit the number of resident permits and visitors permits in order that spaces are not over subscribed. We recognise the potential difficulties this would cause but feel that it would contribute positively to changing car ownership, parking and travel behaviour which would make better use of limited road and parking space.

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48. In our discussions we noted that it was not legal to set income targets for penalty charges. The Government guidance states :

“For good governance, enforcement authorities need to forecast revenue in advance. But raising revenue should not be an objective, nor should authorities set targets for revenue or the number of penalty charges they issue.

The judgement in R v LB Camden (ex parte Cran) made clear that authorities should not enforce orders made under the RTRA exclusively to raise revenue”

49. Therefore the primary purpose of any traffic order must be traffic management. Penalty charges are supposed to be imposed to deter illegal parking, not to fund schemes.

Recommendation 3:

That the Directors of City Development and Environment and Neighbourhoods review the issuing of resident and visitors parking permits and consult with residents across the city with a view to

- (i) phasing in charges for resident and visitor parking permits over a period of 5 years with regular progress reports to the appropriate Scrutiny Board.**
- (ii) residents parking and visitors permits being valid for a period of 1 year instead of 3 years.**
- (iii) restricting the number of resident parking permits (and visitor permits) that are issued to each household.**

50. We consider it essential that existing schemes should be monitored and reviewed. We understand that this has not been done, primarily because there has been no demand while permits were free. Also traffic staff resources have been limited and this would be non fee earning work and would therefore need a budget. However, if charges are introduced, such a review would be necessary.

Recommendation 4:

That the Directors of City Development and Environment and Neighbourhoods

- (i) consider introducing regular reviews of resident parking schemes in order to ascertain how well they are operating and if they remain appropriate and fit for purpose, particularly if charging for residents and visitors permits is introduced**
- (ii) report back to this Scrutiny Board on how this might be achieved.**

51. We want the current process and the review to be carried out by the Directors of City Development and Environment & Neighbourhoods to have the maximum clarity and transparency in the policy relating to RPS. However, whilst officers currently follow best practice guidance, there is no published or approved policy by the Council.

52. We acknowledge that information is on the Council's internet site concerning the issuing of residents

Conclusions and Recommendations



parking permits dispensations and the like. However, there is little or no guidance that promotes understanding of the process involved for residents parking schemes, as described in the reports presented to us, or manages expectations of what can be realistically delivered with regard to RPSs.

Recommendation 5

In order to improve the clarity and transparency of the process

- (i) **That detailed guidance on resident parking schemes that promotes understanding of the process involved with resident parking schemes be included on the Council's web site by early 2009.**
- (ii) **That a policy document on this issue be developed and submitted to this Scrutiny Board for consideration with a view to it being included on the Council's web site.**

53. During our inquiry, concern was raised about the possibility of permit fraud and we questioned what the Council was doing to address this.

54. We noted that whilst it was unusual for a false application for a resident permit to be processed given that this would involve forging documents or falsely registering a vehicle to an address on the property list, visitor permits are completely transferable and therefore easier for a resident to apply for a permit and then sell it on. The sale of visitor permits is common in some areas. This is not common across all

zones, but is concentrated in areas with the following characteristics :

- ◇ Low rate of car ownership (residents who do not wish to have visitors to their property)
- ◇ Adjacent to areas of high commuter demand
- ◇ Alternative parking is chargeable

55. We were advised that Parking Attendants report suspicious parking patterns (for example, if visitors arrive between 8–9 am every weekday) and carry out casual observations to see if further investigation is required (for example, the direction in which the driver walks when leaving the vehicle). This is then referred for further action, which can happen in a number of ways, including issuing parking tickets, cancelling permits, and joint operations with the police, which would involve arrests.

56. Local intelligence we were told can also be obtained from genuine residents who recognise fraudulent use of permits in their area. Such information can be followed up without the need for residents to identify themselves. This usually involves a visitor permit being used by a person who is not visiting, usually a commuter, to park for free where there is either no public parking available or where alternative parking is chargeable. There have been instances of businesses leafleting addresses offering to purchase permits, and also permits being sold as contract parking on websites.

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57. We acknowledged that this problem was being tackled in a number of ways. An information sheet was sent out with all permits, which contains the following advice :

“A visitor’s permit can only be used by visitors to your property. If it is used for any other reason a Penalty Charge notice will be issued. The permit facility may be withdrawn if permits are found to have been misused “

58. Permits have a reference number which enables them to be linked to the relevant address. The enforcement section keeps a list of all lost, stolen and cancelled permits which is issued to all Civil Enforcement Officers. Other suspicions about a particular permit arise in a number of ways:

- ◇ Referred by the public
- ◇ Vehicle arrives or leaves at the same time every day
- ◇ Vehicle is parked a considerable distance from the relevant property
- ◇ Driver walks in the wrong direction when leaving the vehicle
- ◇ The vehicle appears expensive compared to others in the zone

59. In these cases we were informed an attendant is sent out to check and that a parking ticket is issued once there is enough evidence to do so - this is usually when the driver is seen leaving the vehicle and going into their place of work. This is followed up by a letter to the permit holder advising that an offence has been committed and that a further offence will lead to the permit being cancelled.

60. We were very surprised to hear that only 4 or 5 permits are cancelled each year.

61. We were also informed of additional one-off operations carried out by the Council with other agencies including the Police and area management such as Operation Champion and others. This involves a check on all vehicles parked in the zone, with every permit checked and some home visits carried out to the relevant addresses.

62. We learned that Environment and Neighbourhoods Directorate are piloting the use of a dedicated team from September 2008 to look at the level of fraud in residents zones including the misuse of blue badges. This involves using officers in plain clothes to observe parking areas. We understand this will be extended if there are sufficient numbers of offences.

Recommendation 6

That the results of the pilot scheme to look at the level of fraud in residents parking zones be reported to this Scrutiny Board early in 2009.

63. We noted that until this year the Traffic Engineering Section has not had the certainty of funding for its Capital Programme over successive years and, therefore, long term planning was difficult. Only schemes which could be taken through from investigation to completion in one year were certain to progress.

Conclusions and Recommendations



Experience has shown that RPS can take longer than a year. With a slightly more secure financial budget from this year it was possible to plan further ahead and commence schemes which may run over two or more financial years.

Recommendation 7:

That certainty of funding of residents parking schemes is essential for long term planning of schemes on the approved list and which enables schemes to be run over two or more financial years and that a minimum of a three year planned programme should be adopted for these schemes.

DRAFT

Conclusions and Recommendations



Monitoring arrangements

- Standard arrangements for monitoring the outcome of the Board's recommendations will apply.
- The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.
- Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

DRAFT

Reports and Publications Submitted

- Minutes of Scrutiny Board meeting held on 15th July 2008
- Terms of Reference for the Board's Inquiry dated 15th July 2008
- Report of the Director of City Development providing an overview of the process for the introduction of Resident Parking Schemes (RPS) dated 9th September 2008
- Report of the Director of Environment & Neighbourhoods overview of the administrative and enforcement processes involved with RPS dated 9th September 2008
- Minutes of Scrutiny Board (City Development) 9th September 2008
- Joint report of the Director of City Development and Environment & Neighbourhoods providing additional information dated 14th October 2008
- Minutes of Scrutiny Board meeting held on 14th October 2008
- Written evidence from Councillor James Monaghan, Headingley Ward
- Written evidence from Councillor Penny Ewens, Hyde Park and Woodhouse Ward
- Written evidence from Councillor Colin Campbell, Otley & Yeadon Ward

Witnesses Heard

- Jean Dent, Director of City Development
- Helen Franklin, Acting Head of Highways Services, City Development
- Howard Claxton, Traffic Engineering Manager, City Development
- Councillor Steve Smith, Executive Board Member with portfolio responsibility for Environmental Services
- Andrew Mason, Chief Environmental Services Officer, Environment & Neighbourhoods
- Graham Wilson, Head of Enforcement, Environment & Neighbourhoods
- Mark Jefford, Parking Manager, Enforcement, Environment & Neighbourhoods
- Councillor Ryk Downes, Ward Councillor for Otley and Yeadon

Dates of Scrutiny

- | | |
|----------------------------------|------------------------|
| • 15 th July 2008 | Scrutiny Board Meeting |
| • 9 th September 2008 | Scrutiny Board Meeting |
| • 14 th October 2008 | Scrutiny Board Meeting |
| • 16 th December 2008 | Scrutiny Board Meeting |

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Originator: A W Hall

Tel: 0113 247 5296

Report of the Director of City Development

Scrutiny Board (City Development)

Date: 16 December 2008

Subject: TRAFFIC CONGESTION – KEY LOCATIONS

Electoral Wards Affected:

ALL

Specific Implications For:

Ethnic minorities ☐

Women ☐

Disabled people ☐

Narrowing the Gap ☐

Executive Summary

This report provides an update to the information provided to the Board about key locations for congestion on the major highway network as set out a previous report considered on 18 December 2007. Included within the report is information concerning locations specifically identified to the Board by Ward Members.

1.0 Purpose Of This Report

1.1 This report provides an update on information previously considered by the Board.

2.0 Background Information

2.1 The previous report of 18 December 2007 detailed the Local Transport Plan 2006-11 policies to tackle congestion in line with Government policies and guidance which for reference are as follows:

C1 Encourage the switch to public transport – by encouraging more travel by bus and rail and improving ticketing and information

C2 Manage the demand for travel – by the management of car parking and reallocation of road space

C3 Make best use of existing capacity – by urban traffic management and control and the provision of information

C4 Improve the highway network – by selective improvements and general highway maintenance

C5 Encourage more cycling and walking – by dealing with existing barriers, promoting the benefits and integration with public transport

C6 Promote Smarter Choices – by workplace travel planning measures and car club schemes

C7 Promote sustainable land use planning policies and practices

2.2 The understanding of the extent congestion and the location of “hot spots” is derived from several sources:

- Timed journeys
- Queue surveys
- Observations and analysis by Urban Traffic Management and Control
- Analysis of Global Positioning System data provided by the Department for Transport for the purposes of congestion monitoring
- Analysis of how congestion affects bus services in conjunction with Metro and the bus operators.

2.3 The previous report noted that there is no no universal standard definition of congestion which can occur as a result of number of issues:

- At junctions where the flow of traffic arriving exceeds the designed capacity of the site.
- On lengths of road where again the flow exceeds the design capacity of the road causing flows to break down with queuing and “shockwave” effects.
- Poor road user behaviour i.e. poor lane discipline, injudicious or inconsiderate turning movements, illegal or inappropriate parking.

3.0 Main Issues

3.1 Section 2 has provided a brief reminder of the issues relating to congestion that were the subject of the previous report. The previous report provided a schedule of the key locations on the network where congestion was a problem. These sites are reviewed in Appendix 1.

3.2 Prior to the December 2007 report Ward Members were invited to submit details of sites which were of interest of concern to them. These are detailed in Appendix 2 with a short position statement for each site.

3.3 In overall terms congestion is continuing to be managed as part of the overall approach set out in the LTP. In terms of progress, the highlights of 2008 are the completion of Leeds Inner Ring Road Stage 7 in November and the substantial completion of East Leeds Link which is expected to open to traffic within the next month.

3.4 The previous report presented plots showing peak period journey speeds derived from the GPS data provided by the Department for Transport. This data is being

constantly updated and a new contractor as now begun to supply this information which is being analysed. Over time the data is becoming more comprehensive, allowing the degree of accuracy to be increased. However, the visual plot has not significantly changed since last year and is therefore included at Figure 1 for Members information.

5 Legal And Resource Implications

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

6 Conclusions

- 6.1 This report has updated Members on the work to address congestion as part of the Local Transport Plan especially in terms of the sites previously identified to Members and also those raised by Members themselves. Additional updated information is provided in the appendices to this report concerning all these sites.

7 Recommendations

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

8 Background information

- 8.1 Background documents relating to this report is as follows:

- i) Traffic congestion - key locations; Report to Scrutiny Board (City Development), 18 December 2007.

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APPENDIX 1

CONGESTION LOCATIONS ON THE MAJOR ROAD NETWORK (BASED ON MORNING AND EVENING PEAK DATA)

Reference	Road	Location	Description	Updated status
A58M	Leeds Inner Ring Road	Western end in vicinity of Armley Gyratory	Heavily congested route at peak times, particularly in the westbound direction. Some delays to bus services accessing West Leeds routes.	Limited scope for improvements to Armley Gyratory. Bus lane provided on the Wellington Road approach and consideration as to further optimisation of signal timings at the junction. Long standing requirement to improve situation of cyclists at this pinch point. Situation unchanged from previous report.
A58	Roundhay Road at	Harehills Corner	Congestion in the vicinity of Harehills Road and Easterly Road junctions affecting also B6159. Local demand for parking in the area of district centre.	Major improvement to the easterly Rod junction was made in 1995. Frontage use issues along Roundhay Road remain. HOV lane in preparation for inbound Roundhay Road approach. Study underway into provision of outbound bus priority lane including examination of road safety, congestion and parking. Planned scheme delivery 2009-10.
A58	Whitehall Road	Wortley	Inbound congestion at roundabout junction with A62 also affects a limited number of bus services.	In medium term there is potential for a bus lane which is restricted by available carriageway widths. Situation unchanged from previous report to review in final two years of current LTP programme.
A64	York Road	Harehills Lane	Outbound congestion also has affects on B6159.	Bus priorities bypass the congestion at this location which is managed as part of the overall East Leeds QBC scheme. Situation unchanged from previous report to review in final two years of LTP programme.
A63	Selby Road	Halton	Congestion on length through Halton area also having adverse impact on bus services	Limited scope for improvements as urban road serving local community with many junctions and frontage activity. History of local improvement works in Halton centre have helped pedestrians. Opening of East Leeds Link within the next month should have some

A65	Kirkstall Road	City centre to Kirkstall	Congested length of route with significant delays to bus services	beneficial impacts on traffic flows. Major quality bus corridor scheme in preparation utilising queue management to maintain traffic flows whilst offering bus services priority. Start of scheme planned for mid 2009 with two year construction programme.
A643	Ingram Distributor Road	Holbeck	Congested link between Armley Gyratory and M621	Junction with M621 has been partially signalised. Approaches to Armley Gyratory are constrained by railway arches. Situation unchanged from previous report.
A643	Bruntcliffe Lane	Morley	Localised congestion related to busy junctions and frontages	Limited scope for improvements as urban road serving local community with many junctions. History of local improvement and junction works. Situation unchanged since previous report.
A647	Armley Road	Armley (Branch Road) and Galloway Lane, Pudsey	Relates primarily to two busy junctions. Major junction with A6120 at Dawson's Corner signalised. Existing HOV lane inbound to Armley.	Consideration is being given to schemes which will improve the situation for buses to provide an enhanced quality bus corridor. Outbound bus lane proposals approved for development with view to a scheme during 2009-10.
A653	Dewsbury Road	Ring Road, Beeston	Localised congestion through Beeston centre and at "Tommy Wass junction"	Proposals for providing bus lane on the congested Ring Road leg of the Tommy Wass junction in detailed design for delivery during 2009-10.
A658	Harrogate Road	Yeadon	Localised congestion related to busy junctions and frontages	Incremental minor improvements have been made and will continue primarily in relation to the airport. Review of traffic impacts of airport expected as part of any planning application. Submission for A65 to A657 link road submitted to Regional Transport Board for consideration as part of the current Regional Funding Allocation review, post 2013-14 programme.
A660	Headingley Lane/Otley Road	Hyde Park to Weetwood	Congested length of route relating to busy junctions at Hyde Park and Headingley and numerous intermediate junctions. Has very significant impact on bus services. Well	Highway offers limited scope for further improvement or further optimisation of traffic signals. Phase 2 of Leeds New Generation Transport scheme. Interim package of bus

A6110	Ring Road	Wortley and Beeston	used by cyclists with some pinch points.	priority enhancements in preparation for the corridor including examination of options for early introduction of park and ride facilities.
A6120	Ring Road,	Junctions with the A58, A61, A63, A65 and A657	Localised congestion related to busy junctions including at A62 Gelderd Road. Impacts upon bus services including those accessing White Rose Centre.	Previous improvements have related to nearby retail centre and future changes may also arise through development proposals elsewhere. Situation unchanged since previous report.
B6154	Tong Road	Wortley	Localised congestion relating to individual junctions. All junctions pose an issue for public transport reliability. Limited inbound bus lane provided at A63. A660 junction is the least congested and has seen provision of a pedestrian crossing on the south leg.	Package of schemes prepared and submitted to Regional Transport Board for consideration as part of the current Regional Funding Allocation review, post 2013-14 programme. Subject to outcome development of priority schemes for A61, A65 and A657 junctions will commence during 2009-10 year.
B6157	Leeds and Bradford Road	Kirkstall	Localised congestion related to busy junctions and frontages.	Inbound bus lane has been provided as part of the Route 4 service improvement package and is being monitored. Situation unchanged since previous report.
B6481	Pontefract Road	Stourton	Localised congestion related to busy junctions and industrial frontages. Proximity to M1 and M621 a key factor.	Physical limitations to scope for future improvements. Inbound bus lane proposals to be considered as part of final tow years of LTP programme.
				Limited improvements to M1 junction 44. Further enhancements likely to follow as part of the Aire Valley Leeds investment programme and as a result of developments. Development of AVL transport options is continuing as part of LDF Area Action Plan preparation.

November 2008

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APPENDIX 2

CONGESTION SCRUTINY – UPDATES TO PREVIOUS MEMBER FEEDBACK

Ward Member	Comment	Action
C Townsley B Cleasby	A65 & A6120 request for action Proper solution to Horsforth roundabout	Proposals in report. Scheme proposals in preparation for submission to Regional Transport Board review of Regional Funding Allocation.
C Campbell	Radical strategy. Development contributions	Draft SPD now adopted for development control purposes.
J Dunn D Congreve	Middleton Ring Road, Tommy Wass junction at A653 Ring Road Beeston Park Whitehall Road to Domestic Street	Bus priority scheme in detailed design for expected implementation during 2009. Site previously reviewed and no cost effective scheme identified. To be re-visited as part of forward programme of bus partnership schemes. Will be reviewed as part of overall city centre strategy development programme.
D Congreve	Belle Isle Road, suggestion for improvement removing traffic calming and creation of bus lane. M621 Junction 2a Top Moor Side	Not in immediate programme. Limited congestion would not justify creation of a bus lane. Traffic calming has reduced road casualties but local improvements at East Grange Road junction in preparation. Also consideration of improvements for pedestrians at Windmill Road junction. City centre review issue, subject of ongoing review by Highways Agency including consideration of an option for closure.
E Nash B Atha	A65 and Burley Road Design of bus stop lay-bys and build outs (noted in particular Burley Road outbound at Willow Road)	A65 QBC scheme in preparation and Burley Road scheme now complete. Build outs and other measures are only being applied where this is the most effective way of allowing

		disabled access to buses. In general these assist with frontage parking and other issues. Where lay-bys are already provided especially adjacent to junctions these will be retained with appropriate DDA modifications. At the Burley Road site the stop is close to the main junction and only a sub-standard is physically possible but this should usually be sufficient for buses to pull out of the traffic.
P Ewens	Meanwood Road and A660 Suggestion for tidal flow	Bus priority proposals in development for Meanwood Road. Package of bus priority proposals in preparation for A660 corridor with view to implementation during 2009-10. Option has been considered but signing, road space requirements and needs of other road users make impractical for use on this corridor. This site has been reviewed by traffic engineers. Has significantly improved conditions for pedestrians especially for journey to the adjacent high school who have strongly supported the measures. One letter of complaint received. Site is being monitored following modifications to the signing etc. Indications are that the present arrangement works well at site where road safety issues had been raised. Will keep under review. Noted
B Atha	Butcher Hill chicane	Route under review as noted elsewhere. Congestion is limited at off-peak times so little journey time benefit to be derived from use of bus lanes. However, at certain off-peak times congestion on approaches to Headingley would justify the extension of bus lane operating times to the full day (this could be achieved without adverse impact on general traffic travel times) Previously examined but concluded insufficient
S Smith	A639 Pontefract Road suggestion of additional traffic lane	
A Carter	Support for the enquiry	
S Bentley	A660 Otley Road, congestion also suggest reminding drivers re off-peak use of the bus lanes	

	<p>Scott Hall Road, extend guideways through roundabouts and introduce tidal flow.</p> <p>Impacts of Leeds Grammar School on A61.</p> <p>Traffic blocking "yellow boxes" at junctions.</p>	<p>congestion benefits to justify high cost and disruption of construction. Tidal flow options are quite limited on Leeds roads due to frontage development, side road junctions and other activity which makes safe and effective introduction problematic.</p> <p>To be monitored now new school development is operating.</p> <p>Enforcement matter for Police but may be possible with cameras in due course with potential future powers taken under the Traffic Management Act.</p>
Former Councillor E Minkin	<p>Reminder to consider pedestrians and cyclists and issues raised by barrier rails for movement.</p> <p>Pedestrian pinch points on Loop, Merrion Gardens, St Peter's Street and East Street</p> <p>Clay Pit Lane at Woodhouse Lane</p> <p>A660 Woodhouse Lane corridor</p>	<p>Matters being taken into account as part of design process. Bid lodged with Regional Transport Board for the Leeds Core Cycle Network major transport scheme to provide major step change in cycle provision and boost for cycling numbers.</p> <p>Review of city centre transport strategy to consider.</p>
R Feldman		<p>Recent improvements to junction but limitations on further capacity. Site will fall under wider review of the city centre transport strategy.</p> <p>Note previous comments and proposals for enhanced bus priority measures to improve attractiveness of bus options on this route.</p>
M Lobley	<p>List of locations:- Scott Hall roundabout</p> <p>Stonegate Road/King Lane/Ring Road link and junctions</p> <p>Harrogate Road/Street Lane junction</p>	<p>Under consideration in conjunction with major scheme package being assembled for Ring Road junctions.</p> <p>Ditto above comment.</p> <p>Relates to signal capacity at busy junction in peak periods. Limited scope for improvement.</p>

	<p>Harrogate Road and rat-run on Blake Grove</p> <p>Chapeltown Road and outbound exit from Sheepscar</p> <p>Roundhay Road at Harehills Corner</p> <p>Kirkstall Road at viaduct</p>	<p>Ditto above</p> <p>Scheme in preparation to provide extension to inbound bus lane at this location. Includes redesign of pedestrian crossing.</p> <p>Proposals for outbound bus lane in preparation including review of various parking arrangements. Easterly Road is being reviewed as site for potential inbound HOV lane.</p> <p>A65 QBC major scheme will improve Kirkstall Road to dual carriageway standard in both directions (2+ bus lane outbound; 1+bus lane inbound) further improvements would be expected in due course when major redevelopment takes place.</p>
J Procter	<p>Roundhay Road at Harehills Corner.</p> <p>Interest in "Red routes"</p>	<p>Ditto comments above.</p> <p>Red routes remain an option for future use. However still require special authorisation from the Department for Transport. Complex to introduce from traffic management perspective as restrictions prevent any stopping or loading and therefore to safeguard frontage uses it is necessary to provide loading and parking lay-bys etc.</p>

November 2008

Data have not been validated or flow weighted

Data source: Journey time information produced by the Mott MacDonald C-JAMS system based on historic vehicle tracker data used under licence from ITIS Holdings.

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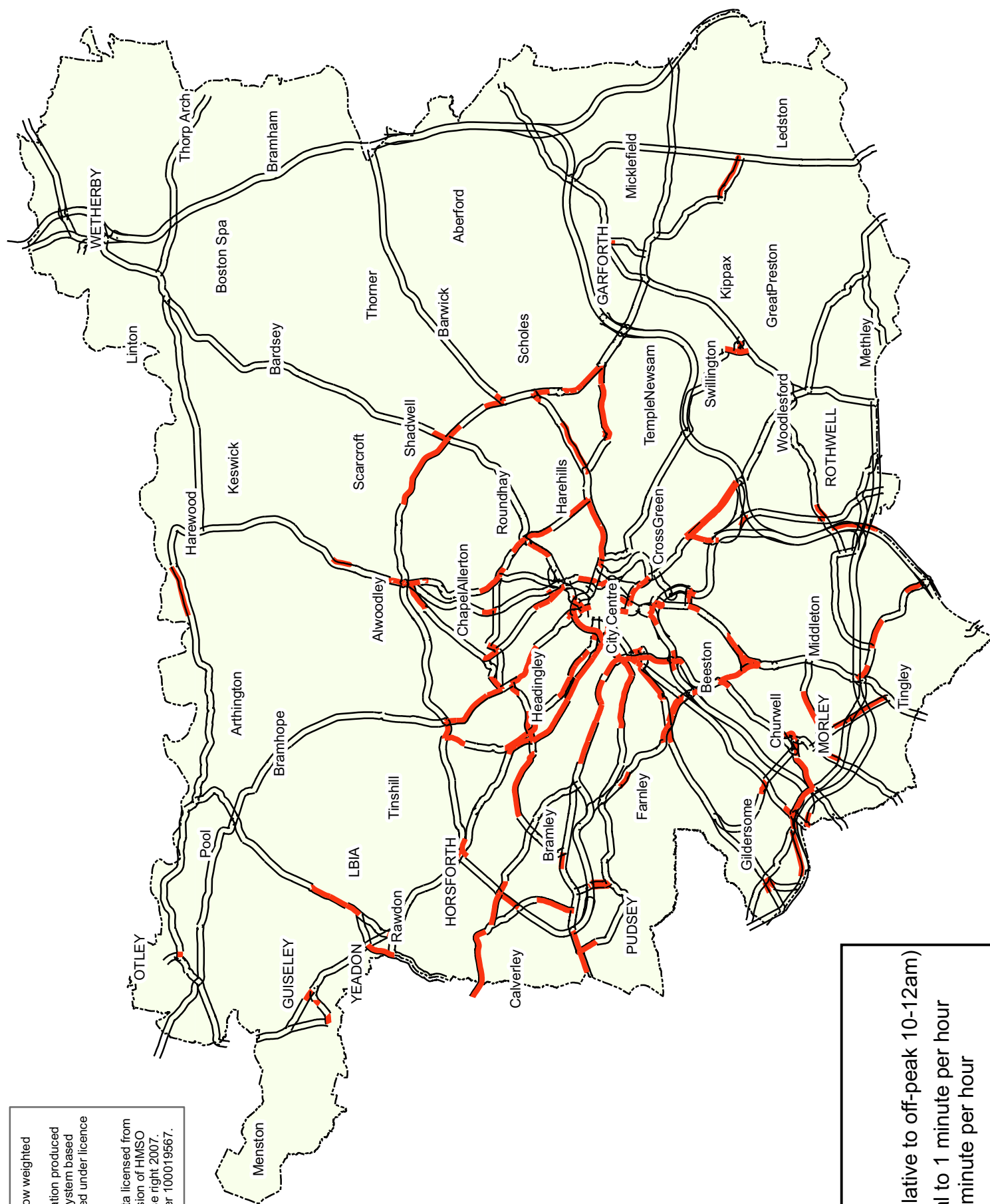


Figure 1
am/pm peak delay (relative to off-peak 10-12am)
— Less than or equal to 1 minute per hour
— More than 1 minute per hour

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 16th December 2008

Subject: Previously Received Performance Indicators

Electoral Wards Affected: All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

1.0 Background Information

- 1.1 At the Board's last meeting Members asked for an update on previously received performance indicators for consideration at today's meeting.
- 1.2 Members will recall that the Scrutiny Board on 14 October 2008 received a report setting out the new Council's performance reporting and accountability arrangements introduced as a consequence of the Leeds Strategic and Council Business Plans 2008 to 2011 and changes to the national performance management arrangements. It also received the quarter one performance report.

2.0 Previously Received Performance Indicators

- 2.1 Information from the Director of City Development on previously received performance indicators is attached as requested.
- 2.2 The list of performance indicators includes indicators from the old Best Value regime; the Corporate Plan 2005-08; the current CPA assessment; the previous LAA; and local key indicators. Some of these indicators are now reported elsewhere, for example in the National Indicator Set with revised definitions (BV-99 is now NI 47/48), or as management information used within services; some of the indicators are no longer reported. The National Indicator Set has its own reporting mechanisms (including the Place Survey), and a number of indicators will be reported using those.
- 2.3 Reasons for indicators not being reported vary. Some of the Best Value indicators were collected using mechanisms that are no longer in plans, such as the Best Value General Survey. Some of the indicators were reported in the Corporate Plan

2005-08, which has been replaced by the Leeds Strategic Plan and the Council Business Plan (and City Development has reporting responsibilities in both of these plans). Some indicators have not been retained because they had limited/no value and did not contribute to service improvement within City Development. The advent of the new National Indicator Set has led to a range of new indicators, and services have retained a number of more valuable indicators, as shown in the information received on 14 October.

3.0 Quarter 2 Performance Report

- 3.1 The Board will consider the quarter 2 performance report at its meeting on the 13th January 2009. This report will provide more qualitative performance data including detailed action trackers for each improvement priority that also include the results for the aligned performance indicators (i.e. those in Leeds Strategic and Council Business Plans) as well as the rest (128) of the national indicator set as appropriate.

4.0 Recommendations

- 4.1 The Board is asked to

- (i) note the report of the Head of Scrutiny and Member Development
- (ii) note and comment on the information provided by the Director of City Development
- (iii) determine what further information, if any, the Board requires and whether it wishes to receive regular reports on previously received performance indicators.

Background Papers

None Used

City Development performance indicators previously reported to Scrutiny

Code	Definition	Service
BV-99ai	Number of people killed or seriously injured (KSI) in road traffic collisions	Transport Policy
BV-99aii	Percentage change in the number of people killed or seriously injured in road traffic collisions since the previous year. (To be reported as NI-47 – which is the percentage change between this year's 3 year rolling average as compared to last year's 3 year rolling average)	Transport Policy
BV-99aiii	Percentage change in the number of people killed or seriously injured (KSI) in road traffic collisions since the 1994-98 average.	Transport Policy
BV-99bi	Number of children (aged under 16 years) killed or seriously injured (KSI) in road traffic collisions.	Transport Policy
BV-99bii	Percentage change in the number of children (aged under 16 years) killed or seriously injured (KSI) in road traffic collisions since the previous year.	Transport Policy
BV-99biii	Percentage change in the number of children killed or seriously injured (KSI) in road traffic collisions since the 1994-98 average.	Transport Policy
BV-99ci	Number of people slightly injured in road traffic collisions	Transport Policy
BV-99cii	Percentage change in the number of people slightly injured in road traffic collisions since the previous year	Transport Policy
BV-99ciii	Percentage change in the number of people slightly injured in road traffic collisions since the 1994-98 average	Transport Policy
BV-100	Number of days of temporary traffic controls or road closure on traffic sensitive roads caused by local authority road works per km of traffic sensitive roads	Highways Services
BV-111	Percentage of Planning applicants satisfied with the service received	Planning Services
BV-106	Percentage of new homes built on previously developed land	Planning & Economic Policy
BV-119a (CP-SP51/ CPA C5)	The percentage of residents satisfied with sport and leisure facilities	Sport & Active Recreation
BV 119c /CPA C15/ CP-MG50	The percentage of residents satisfied with museums and galleries	Museums and Galleries
BV-119d	The percentage of residents satisfied with theatres and concert halls.	Arts and Events
BV-119E/ CPA-C9/ CP-PC51/ LAA-SSC58	The percentage of residents satisfied with parks and open spaces.	Parks
BV-156	The percentage of authority buildings open to the public in which all public areas are suitable for and accessible to disabled people	Building Standards & Compliance
BV-165	The percentage of pedestrian crossings with facilities for disabled people as a proportion of all crossings in a local authority area.	Urban Traffic Management Control
BV170a	The number of visits to/usages of museums per 1,000 population	Museums and Galleries
BV 170b	The number of those visits that were in person per 1,000 population	Museums and Galleries
BV-178	The percentage of the total length of footpaths and other rights of way that were easy to use by members of the public	Parks and Countryside
BV-200a	Did the local planning authority submit the Local Development Scheme (LDS) by 28 March 2005 and therefore maintain a 3 year rolling programme?	Planning and Economic Policy

Code	Definition	Service
BV-200b	Has the Local Planning Authority met the milestones which the current Local Development Scheme (LDS) sets out?	Planning and Economic Policy
BV-204	The percentage of appeals allowed against the authority's decision to refuse on planning applications.	Planning Services
BV-205	Quality of the planning services checklist	Planning Services
BV-216a	Number of sites of "potential concern" (within the Local Authority area) with respect to land contamination.	Sustainable Development Unit
BV-216b	Number of sites for which sufficient detailed information is available to decide whether remediation of the land is necessary, as a percentage of all "sites of potential concern"	Sustainable Development Unit
BV-223	Percentage of the local authority principal road network where structural maintenance should be considered	Highways Services
BV 224b	Non principal unclassified roads where maintenance should be considered using a 4 year average.	Highways Services
CP-CU50b	Visits to the Council's cultural facilities.	Sport and Active Recreation.
CP-EN52	Reduce energy consumption in Council buildings by at least 10% by 2007/08	Property Services
CP-JS55	Increase the percentage of the population of working age qualified to NVQ level four and five	Planning and Economic Policy
CP-TM50	Ensure the assessment of our LTP scores an excellent progress report assessment.	Transport Policy
CPA C2ai	95% of households living within 1 mile of a static library	Libraries Service Delivery
CPA C2aii	100% of households living within 2 miles of a static library.	Libraries Service Delivery
CPA-C2b	Aggregate scheduled opening hours per 1,000 population for all libraries	Libraries Service Delivery
CPA-C2c	Library visits per 1,000 population	Libraries Service Delivery
CPA-C3a	Static service points providing free of charge, electronic information resources connected to the internet	Libraries Service Delivery
CPA-C3b	Electronic workstations with access to the internet and the libraries catalogue available to users per 10,000	Libraries Service Delivery
CPA C4	Active borrowers as a percentage of the population (using 1 issue per annum)	Libraries Service Delivery
CPA C11b - 216	Items added to stock annually through purchase per 1,000 population	Libraries Service Delivery
CPA-C11c	Number of years to replenish lending stock on open access or available for loan	Libraries Service Delivery
CPA-C13/ LKI-L19	Cost per visit to public libraries	Libraries Service Delivery
CPA-C16	Percentage of 5-16 year olds engaged in two hours per week minimum on high quality PE and school sport within and beyond curriculum.	Sport and Active Recreation
CPA C17/ HCOP12/ CP-SP50/	Increase the percentage of adults participating in at least 30 minutes moderate intensity sport and active recreation (including walking) on 3 or more days a week.	Sport and Active Recreation
CPA C18	Percentage of population volunteering in sport and active recreation for at least one hour per week	Sport and Active Recreation
CPA C19	Choice and Opportunity – Percentage of population that are within 20 minutes travel time (urban areas by walk; rural areas by car) of a range of three different sports facility types, of which one has achieved a specified quality assured standard	Sport and Active Recreation
CPA-C22ai	Number of requests for books met within 7 days	Libraries Service Delivery
CPA-C22aii	Number of requests for books met within 15 days	Libraries Service Delivery
CPA-C22aiii	Number of requests for books met within 30 days	Libraries Service Delivery

Code	Definition	Service
CPA-E12	Reducing killed and seriously injured (KSI) road casualties.	Transport Policy
CPA-E40	Reducing slightly injured road casualties.	Transport Policy
LAA-EDE13	To increase debt advice provided in disadvantaged areas.	Planning and Economic Policy
LAA-EDE14	Reduction in the waiting time between seeking and receiving advice from debt advice services.	Planning and Economic Policy
LAA-EDE11	Number of people accessing the loan fund established by the Credit Union for financially excluded communities.	Planning and Economic Policy
LAA-EDE16	Number of Libraries offering financial literacy packages to children and young people.	Planning and Economic Policy
LAA-EDE17	Number of new savers saving with the Credit Union in disadvantaged areas.	Planning and Economic Policy
LKI-ED3	Assisting local and new companies to invest in Leeds: Total number of enquiries dealt with	Business Support and Tourism
LKI-ED10	Regeneration Support Projects- investment secured from private sector/ public grants by current projects	Property Services
LKI HM1	Percentage of repairs to urgent damage to roads and pavements which were carried out within 14 days from the time the authority first became aware of the damage	Highways Services
LKI HM2	Percentage of repairs to dangerous damage to roads and pavements which were carried out within 24 hours from the time of the authority first becoming aware of the damage.	Highways Services
LKI-SL2	Percentage of street lamps not working as planned.	Highways Services

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Originator: Richard Mills

Tel: 2474557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 16th December 2008

Subject: City Varieties

Electoral Wards Affected: All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

1.0 Introduction

- 1.1 The Board at its meeting on the 14th October 2008 requested an update on the City Varieties at today's meeting.

2.0 Presentation

- 2.1 The Chief Libraries, Arts and Heritage Officer will give a presentation to the Board on the work to be carried out to the City Varieties during 2009.

3.0 Recommendation

- 3.1 The Board is asked to hear the presentation and ask questions of the officer in order to determine what, if any, further scrutiny the Board wishes to undertake.

Background Papers

None Used

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Originator: Richard Mills

Tel: 247 4557

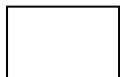
Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 16th December 2008

Subject: Current Work Programme

Electoral Wards Affected: All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

1.0 Introduction

- 1.1 Appendix 1 to this report provides Members with a copy of the Board's current Work Programme.
- 1.2 Appendix 2 is the current Forward Plan of Key Decisions for the period 1st December 2008 to 31st March 2009.
- 1.3 Appendix 3 provides Members of the Board with the latest Executive Board minutes

2.0 Recommendations

- 2.1 The Board is requested to:
 - (i) Determine from these documents whether there are any additional items the Board would wish to add to its Work Programme.
 - (ii) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.

Background Papers

None used

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Item	Description	Notes	Type of item
Meeting date – 16th December 2008			
Previously Reported Performance Management Information	To receive previously reported performance information relating to City Development.	This paper was requested at the last Board meeting. Quarter 2 Performance Management Information will now be presented to the Board at its January 2009 meeting.	PM
Climate Change Strategy	To consider a report on the development of a climate change strategy	This will not now be available to go to the Board until January 2009. Its in the Forward Plan to go to the Executive Board in February 2009.	DP
Update on Traffic Flow and Pinch Points	To receive an update from the Director of City Development on traffic flow and pinch points	This was considered by the previous Board and this Board agreed to monitor this further	B / PM
Economic Development Strategy / Agenda for Improved Economic Performance	To consider this strategy prior to its consideration by the Executive Board in January 2009	New Plan Added to the Budget and Policy Framework on 22/5/08(CG&A on 14/5/08). This will not now be available until Spring 2009	DP
Update on the City Varieties	To consider an update on the refurbishment of the City Varieties	This was requested at the Board meeting on the 14 th October 2008	B

Key:

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

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

Item	Description	Notes	Type of item
Final Draft Inquiry Report Residents Parking Schemes	To consider the Board's draft final report and recommendations	The Board completed its inquiry in October 2009	RP
Meeting date – 13th January 2009			
Provision for Cyclists Across the City	To consider a report by the City Development department on the provision for cyclists across the city	The Board considered this whilst developing its work programme for 2008/09 and requested an initial report with a view to undertaking a suitable inquiry on this issue	B
Review of the Loop and major arterial routes onto it	To consider a review of the Loop following completion of modelling work undertaken on by the City Development department	The Board asked that this be included in the work programme and this is the earliest meeting when the department may be in a position to report on this matter	RP
Performance Management Information	To receive performance information relating to City Development for Quarter 2.	This is the usual Quarterly report.	PM
Meeting date – 10th February 2009			
Performance Management Information	To receive performance information relating to City development.		PM

Key:

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

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

Item	Description	Notes	Type of item
Meeting date – 17th March 2009			
Reports from Departments Required no later than 25th February 2009			
Meeting date – 21st April 2009			
Management and Capacity of the Planning Compliance Service	Progress report on the Management & Capacity of the Planning & Compliance service	This was requested by the Board on the 18 th November 2008 for Spring 2009.	RP/DP
Annual Report	To approve the Board's contribution to the Scrutiny Boards Annual Report 2007/08		
Other Issues			
<ol style="list-style-type: none"> 1. The Board at its meeting on 14th October requested that details on the Carriageworks signage be circulated to all Members of the Board. An email on this matter was sent to all Board Members on 30th October 2008. 2. The Chair is meeting with the Chief Officer Libraries, Arts and Heritage to discuss issues concerning the Grand Theatre and will report back to the Board following the Board's discussion on 14th October 2008. Visit to the Grand Theatre, Assembly Rooms and City Varieties being arranged for January 2009 3. Possible issues raised by the Board in June 2008 for consideration later in the year <ul style="list-style-type: none"> Review of the Environmental Policy and EMAS Review the Design Guide for the Flood Alleviation Scheme Students and the Leeds economy 			
No Working Groups			
Working group	Membership	Progress update	Dates of meetings

Key:

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

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 December 2008 to 31 March 2009

Appendix 2

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Urban Traffic Management Control Computer Enhancements Phase 3 Authorisation to carry out the next phase of enhancement for the Leeds UTMC computer, to continue the improvements in the central control of traffic signals and use of travel information in tackling congestion.	Chief Highways Officer	1/12/08	N/A	Report to go to Highways Board	Chief Highways Officer gordon.robertson@leeds.gov.uk
Vision for Council Leisure Centres To consider proposals for future investment in Council Leisure Centres following the conclusion of a public consultation exercise.	Executive Board (Portfolio: Leisure)	3/12/08	The public, Area Committees, Youth Council, Citizens Panel and other key stake holders.	The report to be issued to the decision maker with the agenda for the meeting	Chief Recreation Officer

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Long Term Burial Requirements For The City Agree to progress measures to secure long term burial needs for the City.	Executive Board (Portfolio: Leisure)	3/12/08	Leader, Deputy Leader and Executive Member for Leisure.	The report to be issued to the decision maker with the agenda for the meeting.	Director of City Development
Leeds Local Development Framework Annual Monitoring Report Executive Board Approval of City Council recommendations for the Secretary of State's consideration.	Executive Board (Portfolio: Development and Regeneration)	3/12/08	Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
City Centre Swimming To agree a capital contribution to the University of Leeds in return for public swimming access to their proposed new pool.	Executive Board (Portfolio: Leisure)	14/1/09		The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
The City Varieties Music Hall Refurbishment Project Approve the incurring of expenditure for the proposed refurbishment	Executive Board (Portfolio: Leisure)	14/1/09	The Executive Member for Development and Regeneration and the Executive Member for Leisure.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
City Centre Park In principle support for the development of a City Centre Park.	Executive Board (Portfolio: Leisure)	14/1/09	Members, Officers, CABE, Civic Trust	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
A653 Dewsbury Road Bus Priority Measures, Ring Road Beeston Park Bus Land Permission to construct the scheme, subject to satisfactory funding arrangements being in place on return of tenders. The works are required to provide a quality bus corridor identified in the LTP and are an intrinsic part of the Yorkshire Bus Initiative.	Executive Board (Portfolio: Development and Regeneration)	14/1/09	Initial Member consultation has taken place.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Parks and Green Space Strategy To seek approval for the publication of the Parks and Green Space Strategy.	Executive Board (Portfolio: Leisure)	14/1/09	Extensive consultation has taken place throughout the development of the strategy with a range of stakeholders and members.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Leeds Flood Alleviation Scheme: Design Guide & Vision To approve the Design Guide and Vision	Executive Board (Portfolio: Development and Regeneration)	14/1/09	There have been consultations with stakeholders and internally. Joint public consultations will be held in November 2008.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
UDP Review Saved Policies Executive Board Approval of City Council recommendations for the Secretary of State's consideration.	Executive Board (Portfolio: Development and Regeneration)	14/1/09	Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Regional Spatial Strategy Review- Leeds City Council comments Executive Board's consideration of City Council's comments in response to the RSS Review consultation.	Executive Board (Portfolio: Development and Regeneration)	14/1/09	Via Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
A65 Quality Bus Initiative - Land Acquisition Authority to incur expenditure of up to £2.5 million to acquire lands necessary to construct the A65 QBI Scheme.	Executive Board (Portfolio : Development and Regeneration)	13/2/09	Ongoing Consultation Public Inquiry held in October 2008.	The report to be issued to the decision maker with the agenda for the meeting.	Chief Highways Officer paul.russell@leeds.gov.uk
A639 Arla Landslip To approve expenditure necessary to make the carriageway safe and keep this important link open to traffic.	Executive Board (Portfolio: Development and Regeneration)	13/2/09	N/A	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

NOTES

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £250,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

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

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

EXECUTIVE BOARD

WEDNESDAY, 5TH NOVEMBER, 2008

PRESENT: Councillor R Brett in the Chair

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

Councillor J Blake – Non voting advisory member

113 Exclusion of the Public

RESOLVED – That the public be excluded from the meeting during consideration of the following parts of the agenda designated exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:

- (a) Appendices 7 and 8 to the report referred to in minute 120 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information contained in the appendices relates to the financial or business affairs of Bellway Homes Ltd, Bellway PLC, and the council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that it is not in the public interest to disclose this information at this point in time as this could prejudice the commercial interests of the parties to the Shareholders Agreement. In particular, if Bellway or the Council wished to negotiate terms with other potential developers of a phase or part of a phase, those developers might gain an advantage in those negotiations by knowing the full commercial terms agreed in respect of exclusivity, competition and incentivisation, and how costs are met in respect of the phase approval process.

It is considered that whilst there may be a public interest in disclosure, the council's statutory obligations under sec 123 of the Local Government Act 1972, and under sec 32 of the Housing Act 1985 and the General Housing Consents 2005 to achieve the best consideration that can reasonably be obtained are unaffected by these arrangements, and indeed the phase approval process provides for this to be demonstrated at the initial stage of the process. In addition, much information about the terms of particular land transactions between the parties will be publicly available from the Land Registry following completion and registration. Consequently it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

- (b) Appendices 1 and 2 and associated plans as referred to in minute 133 under the terms of Access to Information Procedure Rule 10.4(3) and

Draft minutes to be approved at the meeting
to be held on Wednesday, 3rd December, 2008

on the grounds, that as they evaluate the short listed bidders' proposals and their financial offers to develop the arena, compares the bidder's financial offers with the evolving Public Sector Comparators and set out the basis of the Council's legal agreements and funding contribution to facilitate the development of the arena, it is considered that the public interest in maintaining this information as exempt outweighs the public interest in disclosing the developer's proposals, the terms of the respective legal agreements and funding provision, as disclosure may prejudice the outcome of the procurement process and the cost to the Council for developing the arena.

114 Late Items

The Chair admitted the following late item to the agenda as follows:

Department of Health Extra Care Housing Fund Bid 2008-2010 (Minute 127)

The signed partnership agreement for the development must be in place by November 2008 in accordance with the terms of the grant by the Department of Health.

115 Declaration of Interests

Councillor J Procter declared a personal interest in the item entitled, 'Proposed Leeds Arena – Selection of Preferred Developer/Site', (minute 133) as the Chair of one of the subject companies was known to him.

Councillor Brett declared a personal interest in the item entitled, 'Older People's Day Services: Service Improvement Plan', (minute 125) as a member of Burmantofts Senior Action Committee.

Councillor Finnigan declared a personal interest in the item entitled, 'Skills Pledge, Train to Gain and Apprenticeships', (minute 131) as a Governor of Joseph Priestley College.

Councillor Blake declared a personal interest in the item entitled, 'Implementation of the Mental Health Act 2007', (minute 128) as a member of Leeds NHS Primary Care Trust.

116 Minutes

RESOLVED – That the minutes of the meeting held on 8th October 2008 be approved.

DEVELOPMENT AND REGENERATION

117 Adoption of the Supplementary Planning Document of the Street Design Guide and Response to the Deputation of the National Federation of the Blind

The Director of City Development submitted a report on the outcome of consultation on the Street Design Guide, on its proposed adoption as a Supplementary Planning Document and as a response to the concerns

expressed by the Leeds Branch of the National Federation of the Blind in their deputation to Council on 10th September 2008.

The Board noted that additional information which related to this matter had been received from the Leeds Branch of the National Federation of the Blind.

RESOLVED – That the report be deferred, with a further report being submitted to the Board following the consideration of the additional information received from the Leeds Branch of the National Federation of the Blind.

NEIGHBOURHOODS AND HOUSING

118 Area Delivery Plans for 2008/09

The Director of Environment and Neighbourhoods submitted a report seeking endorsement of the 10 Area Delivery Plans.

RESOLVED – That the 2008/09 Area Delivery Plans produced by the Area Committees be endorsed.

119 Public Private Finance Initiative Round 6 - Submission of Expression of Interest

The Chief Regeneration Officer submitted a report on the development of an expression of interest for the implementation of a programme of new house building in the city in order to create a range of Extra Care and Lifetime Homes provision in key locations through the support of Housing PFI Credits.

RESOLVED –

- (a) That approval be given for the submission of the Expression of Interest to the CLG for Round 6 Housing PFI Credits of £271,000,000.
- (b) That an Outline Business Case be developed for the implementation of a programme of new house building in the City to create a range of Extra Care and Lifetime Homes housing through the support of Round 6 Housing PFI Credits.
- (c) That a further report be brought to this Board in early 2009 identifying land which will be required to deliver the programme.

120 EASEL Joint Venture Partnership

The Directors of Environment and Neighbourhoods and City Development submitted a joint report on a proposal to set up and operate a joint venture partnership through a private limited company with Bellway plc and Bellway Homes Ltd to deliver the Council's regeneration programme in east and south east Leeds.

Following consideration of appendices 7 and 8 to the report, designated as exempt under Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting it was

RESOLVED –

- (a) That the Board reaffirms that the primary objective of the EASEL initiative is to promote and improve the economic, social and environmental wellbeing of the EASEL area and its residents, having considered all of the matters in section 2 of the Local Government Act 2000 as set out in the report, and having also considered all of the evidence set out in the report relating to how the initiative is likely to promote and improve wellbeing in the EASEL area, and agrees that each aspect of the arrangements set out in the report is likely to promote or improve the economic, social and environmental wellbeing of the EASEL area and its residents in the manner set out in the report.
- (b) That the terms of the Shareholders' Agreement for the Joint Venture Company as set out in the report be approved by Executive Board, together with the establishment of the JVCo with Bellway.
- (c) That the first EASEL phase plan, showing the sixteen sites considered as priority for development in the EASEL area be approved.
- (d) That the initial eight sites to be developed through the JVCo be approved.
- (e) That delegation to the Director of City Development be authorised to make amendments to the phase plan to ensure the effective operation of the JVCo as set out in appendix 3 of the report.
- (f) That the Directors of City Development and Environment and Neighbourhoods and Assistant Chief Executive (Corporate Governance) be authorised to conclude and execute the Shareholders' Agreement on behalf of the Council as set out in the report.
- (g) That the development, by the JVCo, of the five neighbourhood plans be approved and that the Chief Regeneration Officer be authorised to manage the production of the neighbourhood plans with the JVCo subject to the completed plans being brought to this Board for final approval.
- (h) That the use of the business case for project development to be operated by the JVCo be approved subject to final approval (by the Council as JVCo shareholder) of a project by Executive Board.
- (i) That the delegations to the Chief Regeneration Officer and Director of City Development for the development of projects as set out in appendix 3 of the report be approved.
- (j) That, as prospective shareholder, approval be given to the initial draft business plan and draft budget for the JVCo and to the delegations to officers to participate in the management of the JVCo as set out in appendix 3 of the report.
- (k) That approval be given to the use of entry premium to fund the working capital of the company subject to approval of the JVCo draft business plan and draft budget.
- (l) That the arrangements for providing additional working capital to the company once the entry premium is spent be noted.
- (m) That the company dividends policy be approved and that responsibility on these issues be delegated to the Director of Resources as set out in appendix 3 of the report.

- (n) That the development of an equity loan scheme on the first phase of the EASEL development sites using a commuted sum mechanism be authorised.
- (o) That the delegations to the Chief Housing Services Officer on the details of the scheme be authorised.
- (p) That the transfer of the remaining funds from the Amberton Park equity loan scheme to the EASEL equity loan scheme be approved.
- (q) That the nomination of the Council's initial directors to the company be the Directors of City Development and of Environment and Neighbourhoods as unpaid directors subject to their acceptance of office and of the directors mandate.
- (r) That the directors mandate for the Council's directors and the provision by the Council of the necessary indemnity insurance for the Council's directors be approved.
- (s) That the arrangements for the appointment of future directors and deputies as set out in appendix 3 of the report be approved.
- (t) That a report be submitted to the Board providing further information on the regenerative aspects of the project in addition to other potential sources of funding which could be pursued.

121 A Strategy for Improving Leeds Private Sector Housing

The Director of Environment and Neighbourhoods submitted a report on proposed future investment and regeneration proposals for private sector housing in Leeds with reference to findings of recent research into back-to-back housing and the most recent Leeds Private Sector Housing Condition Survey.

RESOLVED –

- (a) That the findings of the report together with the actions undertaken by the Council to improve the private rented sector stock be noted.
- (b) That a further report be brought to this Board on urgent action to tackle poor quality private housing.
- (c) That a detailed submission be made to the Homes and Communities Agency setting out a costed programme of investment over the next five years.
- (d) That a report be brought back to this Board on the outcome of discussions as part of a comprehensive plan to improve private sector housing in Leeds with a focus on back-to-back housing.

CHILDREN'S SERVICES

122 Deputation to Council - The need of Local Schools and Communities for Sports Facilities in the Hyde Park Area

The Chief Executive of Education Leeds submitted a report in response to the deputation to Council from local Hyde Park residents on 10th September 2008.

A revised version of the report which provided more detailed information in the form of paragraphs 5.3 to 5.5, and minor clarification to wording in paragraph 5.1, had been circulated to Members prior to the meeting.

RESOLVED – That the report be deferred, with a further report being submitted to the Board for consideration in due course.

123 Inclusion and Early Support: Hawthorn Centre Deputation to Council

The Acting Chief Officer Early Years and Integrated Youth Service submitted a report in response to the deputation to Council from representatives of Leeds Mencap on 10th September 2008.

RESOLVED – That the Board accept the report showing how Hawthorn had the opportunity to be involved throughout the commissioning process and how as a result of that process, services will continue to be provided that meet the needs of disabled children and their families and look to further develop the quality of that support in the future.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he abstained from voting on the decisions contained within this minute)

LEISURE

124 Radio Frequency Identification (RFID) New Technology in Libraries - Phases 3 and 4.

The Director of City Development submitted a report on a proposal to complete the installation programme of Radio Frequency Identification technology in libraries to enable self service within libraries allowing them to open for longer hours at a reduced cost.

RESOLVED – That approval be given for the injection of £1,249,950 into the 2008/09 Capital Programme, funded by the Strategic Development Fund, and that scheme expenditure in the same amount be authorised.

ADULT HEALTH AND SOCIAL CARE

125 Older People's Day Services: Service Improvement Plan

Further to minute 46 of the meeting held on 16th July 2008 the Director of Adult Social Services submitted a report on progress of work undertaken to implement the proposals which were approved and on other ongoing work in relation to the pilots and developing locality plans which will set out how the service model will be delivered city wide.

RESOLVED –

- (a) That the Board notes the work which has been done to implement the decision of July 2008 relating to Richmond Hill Day Centre, Farfield, the Willows and Pendas Way and agrees the proposal that day services no longer be provided on those sites.
- (b) That the related commitment to reinvest in older people's services be noted together with the progress being made to develop locality plans to deliver the new service model through pilots, consultation and other detailed work.

- (c) That further reports be brought to this Board in 2009 as the change process progresses.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield requested it to be recorded that he abstained from voting on the decisions contained within this minute).

126 The Mental Capacity Act 2005

The Director of Adult Social Services submitted a report on the principal requirements and implications associated with the implementation in Leeds of the Mental Capacity Act 2005 and outlining the requirements of the Deprivation of Liberty Safeguards which are incorporated into the Act.

RESOLVED –

- (a) That the key features of the Act, as highlighted in the report, be noted together with progress made to date in its full implementation and the plans which are being progressed to raise greater awareness among the public of its provisions and implications.
- (b) That the content of the annual report of the Articulate Advocacy Service also be noted.

127 Department of Health Extra Care Housing Fund Bid: 2008-2010

Further to minute 94 of the meeting held on 8th October 2008, the Chief Officer Adult Social Care submitted a report which clarified the cost implications of the proposal to redevelop Hemingway House older persons residential home in Hunslet.

RESOLVED –

- (a). That the proposal to develop 45 units of Extra Care Housing for older people on the site of Hemingway House, in partnership with Methodist Homes Association and the Primary Care Trust be approved.
- (b). That the sale of the land at Hemingway House at less than best value to a value foregone of £525,000 be endorsed.

128 Implementation of The Mental Health Act 2007

The Director of Adult Social Services submitted a report advising of the main changes to the Mental Health Act and on the submission of the Implementation Self Assessment Tool to the Department of Health in June of this year.

RESOLVED – That the report be noted.

CENTRAL AND CORPORATE

129 Financial Health Monitoring 2008/09 - Half Year Report

The Director of Resources submitted a report on the Council's financial health position for 2008/09 after six months of the financial year, covering revenue expenditure and income to date compared to the approved budget, the projected year end position and proposed actions to work towards achieving a balanced budget by the year end. The report also provided an

update on the general fund capital programme and highlighted the position in relation to other key financial indicators.

RESOLVED –

- (a) That the projected financial position of the authority after six months of the new financial year be noted.
- (b) That directorates continue to develop and implement action plans.
- (c) That Council be recommended to approve the budget adjustments as described in section 3 of the report.

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

130 Treasury Management Strategy Update 2008/09

The Director of Resources submitted a report providing a review and update of the Treasury Management Strategy for 2008/09 which was approved by the Board on 8th February 2008.

RESOLVED –

- (a). That the report be noted.
- (b). That the Board's thanks be extended to those colleagues employed within the field of Treasury Management for the valuable work which they continue to undertake.

131 Skills Pledge, Train to Gain and Apprenticeships

The Director of Resources submitted a report on three key initiatives arising from the national skills improvement agenda, namely 'The Skills Pledge', 'Train to Gain Funds' and 'Apprenticeships'.

RESOLVED –

- (a) That this Board endorses the signing of the Skills Pledge and the associated action plan to ensure maximisation of Train to Gain funding and improved skills levels.
- (b) That the changes in approach to the provision of apprenticeships in the Council be noted.

132 Information Governance Framework

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on a proposed Information Governance Framework as the corporate model for implementing information governance across the Council.

RESOLVED –

- (a) That the Information Governance Framework be approved as a method for defining the Council's approach to information governance and setting out the policies, procedures and standards required to deliver the information governance objectives.
- (b) That the intention of the Assistant Chief Executive (Planning, Policy and Improvement) to sign-off relevant policies and procedures

associated with the Framework under the Council's delegated decision making arrangements be endorsed.

DEVELOPMENT AND REGENERATION

133 Proposed Leeds Arena, Selection of Preferred Developer/Site

The Director of City Development submitted a report on progress made with the procurement of a developer and site for the proposed Leeds Arena, on the proposed preferred and reserve sites for the development and necessary financial approvals.

Appendices 1 and 2 and associated plans were designated as exempt under Access to Information Procedure Rule 10.4(3). Appendix 2 and associated plans were circulated at the meeting.

Following consideration of the 2 exempt appendices and associated plans in private at the conclusion of the meeting it was

RESOLVED –

- (a) That the developer procurement competition for the arena be terminated without the award of a contract.
- (b) That Claypit Lane be approved as the preferred site for the development of an arena.
- (c) That Elland Road be approved as the reserve site for the development of an arena.
- (d) That in the event that the preferred site cannot be delivered or it ceases to be the most economically viable or it no longer offers the best value for money to the Council, the Director of City Development with the concurrence of the Executive Member for Development and Regeneration be authorised to take appropriate action to pursue the development at Elland Road as the reserve site for the proposed development of an arena.
- (e) That the acquisition of the site of the Brunswick Building from Leeds Metropolitan University on the terms detailed in the report be approved.
- (f) That the Directors of Resources and City Development be authorised to enter into a legal agreement with Town Centre Car Parks Ltd on the terms as detailed in the report on the basis that such an agreement is economically advantageous to the Council and will financially support the development of an arena on the preferred site.
- (g) That authority be given to incur expenditure as detailed in the report from existing Capital Scheme No 13307 on the acquisition of the site of the Brunswick Building, its demolition and the cost of fees to progress design/cost proposals and the project delivery model.
- (h) That officers report back on the proposed project delivery model and scheme proposals/costs for the development of an arena on the preferred site.
- (i) That the transfer of funds as detailed in the report from the Strategic Development Fund into existing Capital Scheme No 13307 be authorised.

- (j) That authority be given for an injection of funds as detailed in the report into existing Capital Scheme No 13307, comprising funding from Yorkshire Forward (subject to formal approval from the Yorkshire Forward Board) with the balance in the first instance to be funded from unsupported borrowing.

(The matters referred to in this minute were not eligible for Call In on the basis that the City Council took the decision to pursue a two stream procurement process to select a preferred developer/site for the proposed arena at a meeting of the Executive Board on 13 December 2006. Thereafter, at its meeting on 4 July 2007, Executive Board authorised the Director of City Development under the Council's scheme of delegation, to approve the short listing of potential developers/sites during the Competitive Dialogue Procurement process. Both decisions taken by the Executive Board were subject to the Council's Call In procedures. The decisions contained within this minute which relate to the selection of the preferred site for the arena are consistent with the decisions taken by Executive Board in December 2006 and July 2007.

The matters relating to the proposed legal agreements to be entered into to progress the arena development on the preferred site, the proposed funding arrangements and the authority to incur expenditure, were also designated as exempt from Call In. This is due to the fact that under the Council's Constitution, a decision may be declared as being Exempt from Call In if it is considered that any delay in concluding the funding arrangements and legal agreements may result in parties to the agreements seeking to renegotiate the terms of such agreements and as such could increase the level of public sector gap funding required to facilitate the arena development.)

134 Former Horsforth Library - Refurbishment for Youth Centre and Area Management Team Accommodation

The Director of City Development submitted a report on the proposed refurbishment of the former Horsforth library building to provide accommodation for a youth centre and the area management team and for use by the Area Committee.

RESOLVED – That authority be given for expenditure of £895,000 on this scheme.

135 Proposed Takeover of HBOS by Lloyds TSB

The Director of City Development submitted a report providing an update on the action being taken locally in relation to the proposed takeover of HBOS by Lloyds TSB; the takeover of Bradford and Bingley by the Government, and sale of some of its assets.

The Board was advised of the recent announcement that the Carlsberg Tetley Brewery in Leeds was due to close in 2011. In response the Board discussed potential ways in which the Council could assist those affected by the closure.

RESOLVED – That the report be noted, that the actions being taken be endorsed and that further reports be brought back to the Board as the position becomes clearer.

ENVIRONMENTAL SERVICES

136 Waste Solution for Leeds - Residual Waste Treatment PFI Project - Evaluation Methodology and Update

The Director of Environment and Neighbourhoods submitted a report on progress of the project, on proposed criteria and sub-criteria for the evaluation of bids, identifying a price ceiling above which bidders may be disqualified and on the proposed approach to dealing with third party waste.

RESOLVED –

- (a) That the report be noted and approval given to the criteria, sub-criteria and weightings for the evaluation of bids received for the project.
- (b) That the revised Price Ceiling resulting from the change in the waste flow model be noted and that this Board approves that any bids received above this ceiling may not proceed further in the procurement.
- (c) That the approach towards third party waste be approved.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakelfield required it to be recorded that he voted against the decisions taken in this minute)

DATE OF PUBLICATION: 7TH NOVEMBER 2008
LAST DATE FOR CALL IN: 14TH NOVEMBER 2008

(Scrutiny Support will notify Directors of any items Called In by 12.00 noon on Monday 17th November 2008)

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