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## SCRUTINY BOARD (CITY DEVELOPMENT)

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Meeting to be held in Civic Hall, Leeds on  
Tuesday, 21st April, 2009 at 10.00 am

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

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### 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;

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

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**Agenda compiled by:  
Governance Services  
Civic Hall  
LEEDS LS1 1UR**

**Janet Pritchard  
247 4327**

**Principal Scrutiny Adviser:  
Richard Mills  
Telephone No: 2474557**

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED –</b> 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			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstance shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p>	
6			<p><b>MINUTES OF LAST MEETING</b></p> <p>To receive and approve the minutes of the last meeting held on 17<sup>th</sup> March 2009.</p>	1 - 6
7			<p><b>UPDATE ON THE MANAGEMENT AND CAPACITY OF THE PLANNING COMPLIANCE SERVICE</b></p> <p>To consider the attached report of the Chief Planning Officer updating the Board on the actions being taken to implement changes to improve the process management and increase the capacity of the planning enforcement service.</p>	7 - 14
8			<p><b>INQUIRY ON RESIDENTS PARKING SCHEMES</b></p> <p>To consider the attached report of the Head of Scrutiny and Member Development advising Members of the decision of the Executive Board to the Scrutiny Board (City Development)'s recommendations following its inquiry into residents parking schemes.</p>	15 - 20

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p><b>ANNUAL REPORT 2008/2009</b></p> <p>To consider the attached report of the Head of Scrutiny and Member Development presenting the draft of the Scrutiny Board (City Development)'s contribution to the Scrutiny Board Annual Report.</p>	21 - 34
10			<p><b>WORK PROGRAMME, EXECUTIVE BOARD MINUTES AND FORWARD PLAN OF KEY DECISIONS</b></p> <p>To consider the attached report of the Head of Scrutiny and Member Development regarding the Board's work programme, together with a copy of the Forward Plan of Key Decisions pertaining to this Board's Terms of Reference for the period 1<sup>st</sup> April to 31<sup>st</sup> July 2009 and the Executive Board Minutes of 4<sup>th</sup> March and 1<sup>st</sup> April 2009.</p>	35 - 68

# Agenda Item 6

## SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 17TH MARCH, 2009

**PRESENT:** Councillor R Pryke in the Chair

Councillors C Beverley, B Gettings,  
R Harington, A Hussain, M Lobley,  
G Wilkinson and A Ogilvie

### 97 Declaration of Interests

No Member declarations of interests were made.

### 98 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors J Jarosz, R Procter, N Taggart, A Barker and J Matthews.

### 99 Minutes of Last Meeting

Referring to Minute 92, Roundhay Park mansion update, it was reported that a site visit to Roundhay Park mansion would be arranged once Dine had completed the renovation work.

**RESOLVED** – That the minutes of the meeting held on 10<sup>th</sup> February 2009 be confirmed as a correct record.

### 100 Current 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 1<sup>st</sup> March to 30th June 2009 and the Executive Board Minutes of 13<sup>th</sup> February 2009 were also attached to the report.

The Principal Scrutiny Adviser presented the report.

Members noted the current work programme for the next meeting to be held on 21<sup>st</sup> April 2009.

Reference was made by the Chair that he was no longer receiving the six weekly reports on priority enforcement cases that was introduced in the new year. He agreed to make inquiries in this regard and report back to the Board.

The Chair asked the Board if they had any suggestions on items the Board may wish to consider for the next municipal year.

The following items were suggested:

Draft minutes to be approved at the meeting  
to be held on Tuesday, 21st April, 2009

- Use of school car parks and safety issues
- Traffic pinch points
- City Varieties update report
- Arena Design and the importance of producing an iconic building that people want to visit
- Climate change
- Departmental activities and briefings
- Shared space update
- Post Offices and initiatives that can be taken to make them more viable.

#### **RESOLVED –**

- (i) That the report and work programme be approved.
- (ii) That the successor Scrutiny Board be asked to consider the issues detailed above when developing its work programme for 2009/2010.

Note: Councillor A Hussain joined the meeting during consideration of the above item.

### **101 Performance Report Quarter 3 2008/09**

The Head of Policy, Performance and Improvement submitted a report presenting for the Board the key areas of under performance at the end of Quarter 3 (1<sup>st</sup> October to 31<sup>st</sup> December 2008).

The Chair welcomed to the meeting Councillor Andrew Carter, Executive Member for Development and Regeneration and Jean Dent, Director of City Development and Paul Maney, Head of Policy, Performance and Improvement, City Development.

The Director presented the report and summarised progress on a wide range of indicators which were the responsibility of the City Development department. These responsibilities include environmental and transport matters, economic and leisure activities. Members were advised that some of the indicators are national indicators, others are indicators within the Council's own Strategic Plan, and a number are local indicators set by the department. The Director pointed out that generally performance and the quality of data was good and that the department was moving in the right direction in virtually all of these indicators.

However, the Director informed the meeting that there were concerns around the economy, falling revenue and increasing pressure on budgets.

The Executive Board Member referred to some of these pressures including the state of the national economy, falling income as a consequence of fewer planning applications being submitted and falling visitor numbers at our sports centres. He referred to LSP-TP1E – Leeds Strategic Plan Partnership relating to new customers on low incomes accessing credit union services.

It was stressed that the indicators around worklessness were obviously very challenging due a substantial increase in the number of people on benefits in the city in the last few months.

Attention was drawn to LSP-EE1A – Economic Services (support the establishment of 550 new businesses), the Director informed the meeting that there was an error in these figures and referred Members to LEGI1 which gives the correct number of new businesses that have been created .

Some Members expressed the view that perhaps some of the targets were not stretching the department enough.

In response, the Director informed the meeting that targets were reviewed regularly.

Member commented on or made reference to a number of indicators including:

- Business Plan/LSP – NI185/NI 188
- Leeds Strategic Plan Partnership - LSP-EE1A
- LSP-CU1A(I) – Number of physical visits to Libraries
- NI 157 - Process of major Planning Applications
- NI 8 – Adult Participation in sport and active recreation
- LSP-TP1E – Low incomes accessing Credit Unions
- LSP-TR1B(I) – Local bus passenger journeys
- NI 151 – Employment Rate
- NI 157 – Processing of minor Planning applications
- LEGI1/LEGI2/LEGI3 – Establishment or relocation of new businesses in deprived areas
- LEGI4i/LEGI4ii – The Creation of 1,100 jobs.

The Chair thanked the Executive Member and Officers for their attendance.

#### **RESOLVED -**

- (a) That the content of the report and appendices be noted.
- (b) That with regard LSP-TP1E, the Principal Scrutiny Adviser obtain a copy of the Department of Works and Pensions definition of "low incomes" and circulate it to all Members of the Board.

## **102 Cycling Strategy and Plans**

The Director of City Development submitted a report on the development of a cycling strategy and plans to develop the role of cycling within the city.

The Chair welcomed Andrew Hall, Transport Strategy Manager, City Development, to the meeting to present the report and respond to Members' queries and comments.

In brief a number of issues were discussed including:

- The results of the City's cycling bid.
- Partnerships and stakeholders – how and when do the Council ask what the cyclists need?
- Future plans for the inclusion of the Ring Road in the Cycling Strategy Plans.
- Cycling on pavements – whether there were any byelaws enforced on people using footpaths for cycling.

Members under this item also raised the following issues

- Notices that say 'new traffic signals ahead' – how long should they stay up for. Members pointed out that some of these notices were still insitu after several years.
- Excessive street furniture/superfluous signage. The Board requested a report to be submitted to the next meeting from Traffic Management on this issue.

The Chair thanked the officer for his attendance.

**RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That a further progress report on the cycling strategy be submitted to a future meeting of this Board.
- (c) That a report be submitted to the April Board meeting regarding excessive street furniture and superfluous signage.

**103 Sustainable Communities Act**

The Head of Scrutiny and Member Development submitted a report regarding an invitation by the Secretary of State to local authorities to submit proposals under the Sustainable Communities Act. The deadline for the submission of proposals was 31<sup>st</sup> July 2009.

The Chair welcomed to the meeting Dylan Griffiths, Project Manager (Policy), Executive Support, who presented the report and responded to Members' queries and comments.

In brief summary, the main issues discussed were:

- The need to consult with Parish Councils, Area Committees and Community Forums.

In response, the officer indicated that he had already contacted Parish Councils for their views and they would be approaching Area Committees and Community Forums.

The following proposals were suggested made under the Sustainable Communities Act:



- Highways Department - 30 mile an hour repeat signs.
- Planning – the adoption of village design statements.

The Chair thanked the officer for her attendance.

**RESOLVED –**

- (i) That the contents of the report and the comments made above be noted.
- (ii) That Members of the Board submit any further suggestions they might wish to make directly by email to the Policy Unit.

**104 Date and Time of Next Meeting**

Noted that the next meeting of the Board would be held on Tuesday 21<sup>st</sup> April 2009 at 10.00am with a pre-meeting for Board Members at 9.30am.

The Chair thanked everyone for their attendance and announced that the meeting was closed at 12 noon.

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Originator: J Wigginton

Tel: ext 78032

## Report of the Chief Planning Officer

Scrutiny Board (City Development)

Date: 21<sup>st</sup> April 2009

## Subject: Update on the Management and Capacity of the Planning Compliance Service

Electoral Wards Affected: ALL

### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

## Executive Summary

At the meeting of Scrutiny Board (City Development) held on 18<sup>th</sup> November 2008 Members considered and commented upon an update report of the Chief Planning Officer on the progress in developing the management and capacity of the planning compliance function. This report followed a detailed consideration of the issues in a report to the Scrutiny Board meeting of 22<sup>nd</sup> April 2008. Scrutiny Board requested a further update in Spring 2009.

This is a further report on work in progress, which sets out actions being taken focused around the themes of *improving the customer experience, building capacity, developing skills and links with area planning applications teams*. It also provides a brief overview of enforcement actions and outcomes during Quarters 3 and 4 of 2008/09. The report outlines the reporting mechanisms to elected members on key cases which commenced in December 2008 and the issues that have arisen from producing that and a subsequent report in Quarter 4. The report also outlines process improvements in the preparation of enforcement notices and prosecution instructions which are being introduced. Staff availability has had an impact on service delivery over Quarter 4. The report outlines the current position on recruitment and redeployment to meet agreed establishment levels.

## Recommendation

Scrutiny Board are recommended to note the contents of this update report

## **1.0 Purpose of this Report**

- 1.1 The purpose of the report is to update Scrutiny Board (City Development) on the actions being taken to implement changes to improve the process management and increase the capacity of the planning enforcement service. This follows an update report to Scrutiny Board at its meeting of 18<sup>th</sup> November 2008, focussing on the key themes of improving the customer experience, building capacity, developing skills and making closer links with the planning application teams. At the meeting in November 2008 Members noted the report and requested a further progress report in Spring 2009.

## **2.0 Improving the customer experience**

- 2.1 The first report on key enforcement cases was issued to all Ward Members at the end of December 2008. The report provided information relating to some 230 cases comprising of matters;
- referred to us by Elected Members of the City Council and Members of Parliament;
  - that are the subject of Ombudsman investigation or are being dealt with through the Council's corporate complaints system and where a development is being monitored or the matter relates directly to an enforcement issue; and
  - Significant enforcement cases that we have identified due to the nature and impact of the breach, or level of public interest or which are linked to particular projects or initiatives involving other Council services.
- 2.2 The report received favourable responses from Ward Members in terms of the level of information provided. The process also identified other cases where Ward Members have become involved in the matter at a later date and the key cases list is being adjusted to include these cases.
- 2.3 The second report was due to be issued in mid February. However, this was not achieved due to a combination of staff availability issues and day to day case work pressures. The report was issued in mid March but due to the delay and staff time constraints was not fully updated. Feedback from Members has included expressions of concern about the delay in issuing the report; the omission of some cases with recent Member involvement; that old cases continued to appear although resolved/closed and some cases had not been progressed.
- 2.4 The key cases report was discussed at the Joint Officer / Member Working Group meeting on 23<sup>rd</sup> March 2009. It was agreed there that the interval period for issuing the report should be extended to two monthly with the next report to be issued to all Members by the 1<sup>st</sup> June 2009. To assist Members in their dealings with Parish and Town Councils in their wards cases referred by Parish and Town Councils are being added to the key case report from 1<sup>st</sup> April.
- 2.5 In line with the provision of information to Members on new planning applications received a schedule of new enforcement cases registered is being provided on the Intranet on a weekly basis. The information is provided in Ward name order and describes the alleged breach of planning control and the property address. As with

the lists of new planning applications the weekly lists of new enforcement cases will be retained on the Intranet for three months. The list of new enforcement cases is not being published for public access. It is considered that publicising a schedule of complaints would not be in the public interest since in almost 50% of the cases investigated no breach of planning control is found and in very many instances the person being investigated is not aware that any complaint has been made.

- 2.6 Processes are being embedded to ensure that timely responses are provided to complainants on the outcome of initial investigations and on what further action is proposed where an identified breach is ongoing. A monitoring report is now available to check on delivery of these notifications. However, continuing pressures on staff availability and an increase in workload compared to the same period in 2007/08 has resulted in performance on this aspect falling short of the proposed target of 90% of complainants being notified of the outcome of initial investigations within 3 weeks of submitting an enquiry. This is a key area for improvement in the first quarter of 2009/10.
- 2.7 The development of improved liaison with Parish and Town Councils is being introduced through the implementation of a Charter with Parish and Town Councils across Planning Services. Planning Compliance staff have regular contacts with a number of Parish and Town Councils about enforcement matters. However, it is recognised that this is an area where the service can be more proactive in keeping Councils informed on enforcement activity in their parishes, seeking opportunities to explain the policies and processes that underpin planning enforcement and gaining a better understanding of local issues and priorities. The processes to provide regular information to Parish Councils and to attend periodic liaison and briefing meetings with individual or groups of Parish Councils is being considered through the joint City Council/Town and Parish Council's working group which had its first meeting in February 2009 and is seeking to complete the Charter by the end of the Summer.

### **3.0 Building Capacity**

- 3.1 The volume of new enforcement case work declined by some 6% overall in the calendar year 2008 whereas the number of planning applications submitted over the same period fell by 21%. However, the trend in new complaints received over the last quarter of 2008 and into the start of 2009 shows a 17% increase compared to the same period in the previous year. Overall in Quarter 3 ( October – December 2008) new cases were up nearly 20% on the same period in 2008 and similar to levels recorded in the same quarter in 2007. Whilst case resolution rates in 2008 have equalled the numbers received over the year there remained over 1300 live cases in the system. A period of overtime working in November assisted in maintaining case resolution rates and in the preparation of enforcement notices but the upturn in new cases has restricted the achievement of a higher number of case resolutions. Actual case closure numbers have fallen significantly in Quarter 4 ( January – March 2009 ) to about half the number received. Recent case reviews have identified some 70 cases that are resolved but require closing on our computer system. There are now over 1400 live cases in the system.

- 3.2 Staffing levels in the Compliance team remain a crucial issue to building capacity and delivering service improvements. A further vacancy in the section has occurred as a result of a retirement. Planning Compliance is a priority area within Planning Services and, in the light of this, the release of two permanent Compliance officer posts was agreed with effect from 06/02/09. The posts have been advertised first through the Council's redeployment process and interviews with two potential candidates have been held recently. The intention is to fill these posts as soon as possible with priority being given to internal candidates within the Council before seeking to recruit externally. An appointment has been made to a temporary compliance officer post, agreed for an initial period of six months on a secondment basis from within City Development. The officer has been in post for some four weeks. A long term sickness absence during quarter 4 also impacted on the capacity of the team to deliver its service.
- 3.3 As part of the review of team structures and staffing arrangements in Planning Services, taking account of the down turn in planning application numbers, a senior planner is being redeployed to the Compliance team for a period of six months. The officer will provide input into the preparation of enforcement notices and prosecutions, enforcement appeals and planning input into decisions on expediency. It is expected that the officer will be in post at the end of April. This arrangement is in lieu of the vacant senior compliance officer post on the structure. Despite recruitment campaigns it had not been possible to attract a suitable person to fill that vacancy. It has also been agreed that where there is capacity planners in the area teams will assist in handling enforcement appeals.
- 3.4 Due to these staffing issues individual officer case loads remain very high, now between 30 and 50% above the 150 case level referred to in the previous report to Scrutiny Board as being a typical officer case load nationwide. Our aim is to quickly bring individual case loads down to this 150 case level when the two compliance officer posts are filled and to aim for case loads of around 120, as this will enable a faster delivery of the service.
- 3.5 Speedier decision making on whether it is expedient to pursue actions in respect of more minor breaches will contribute to reducing the number of cases on hand at any particular time and allow efforts to be concentrated on the more serious breaches and more proactive compliance action to monitor major and sensitive developments. In taking decisions on expediency the Planning Service recognises that enforcement is a powerful negotiating tool that brings developers and property owners into discussion, which can, and often does, lead to the granting of a subsequent planning permission when all other attempts at negotiation by the planning authority have failed to elicit a response.
- 3.6 This approach should not be interpreted as being a licence for developers to ignore the planning application process. In practice it is not expected to lead to a significant increase in the numbers of matters that will not be pursued. In most cases such matters are minor or technical breaches or where the limits set for "permitted development" are slightly exceeded. Where a decision is being considered not to pursue a matter that is more significant than minor or technical breaches a process is being introduced whereby Members will be advised of the course of action being considered in their Ward and have the opportunity to bring forward any other relevant

information they wish to have considered or to ask for a review of the case by a senior manager. This will introduce checks and balances into the process.

- 3.7 The appointment of two locum planning solicitors to the Legal Services planning and development team is having immediate benefit in terms of advice and input in preparing enforcement notices and in consideration of whether matters are expedient to pursue further. The case list of all instructions to issue enforcement notices has been reviewed and updated and is being used for regular monitoring of case progress. This assists in managing those cases where there are legal or procedural questions about the expediency of taking enforcement action so that earlier decisions can be made to either discontinue an investigation or change the approach being taken by Compliance to address the issue.
- 3.8 Officers have jointly reviewed the processes of preparing and submitting instructions to serve enforcement notices. Instruction templates are being prepared that will assist Compliance officers in being “right first time” in assembling relevant information to enable enforcement notices to be checked and authorised by managers, and considered by legal officers, to minimise delay between first draft and service. The process will also address the way expediency of taking enforcement action in planning terms is considered and recorded within the computer system. It is expected to introduce the finalised templates in April.
- 3.9 The Prosecution service has been under some pressure due to a long term staff absence. The recruitment of additional staff is enabling planning enforcement prosecutions to now progress to Court. All cases referred for prosecution have now been issued or reviewed by lawyers and guidance provided on further evidence needed to progress them. A similar list of cases being considered for prosecution is being prepared and will be used by managers in both services to monitor case progression. In addition some joint training has been provided and further training on evidence is being provided in the next few weeks.
- 3.10 The use of the CAPS Uniform system has been expanded by the e-planning team to enable Compliance officers and the prosecution team to draft, transfer and amend prosecution Instructions and witness statements electronically. The system will enable a complete case record to be held electronically and enable easy reference to the history of court actions and outcomes, fines imposed and costs awarded. Prosecution solicitors are considering the draft templates to comment on any amendments they wish to see before the system is put into use.

#### **4.0 Developing Skills**

- 4.1 Addressing the skills gap within Planning Compliance is a key objective for service improvement. The training and development of existing and new staff is an essential component of this objective. Further training has taken place in the form of planning policy and practice updates and negotiating skills, both shared with planning officers. Training on the consideration of the validity and value of evidence gathered for use in prosecutions and the legal process of disclosure of evidence is ongoing. Training on enforcement basics for planning officers and new compliance staff is to be arranged, the timing to link in with the start of new compliance staff. A senior compliance officer

has attended training on staff supervision and development for women first line managers.

## **5.0 Creating links better links with planning applications teams.**

5.1 Effective working relationships between compliance officers and planning case officers exist on a case by case basis. The identified principal planning officer in each of the area teams is used as first point of contact by compliance officers in cases where a local planning input is required to ensure consistency of approach. Better links are still required to embed planning compliance within the development management process. Regular meetings with area planning teams to discuss compliance issues in the area, identify priorities and obtain early involvement in potential problem sites are proposed but this aspect has been held back by staffing in Compliance and are a priority area for action as new appointments are made, freeing up management time from case work activities.

## **6.0 Update on Enforcement Actions and Outcomes**

6.1 During Quarter 3 of 2008/09 356 new cases were received and 334 cases resolved. During October 184 new cases were received, some 50% above the monthly average. This has had a knock on effect on case resolutions and the speed in which new cases could be investigated. In Quarter 4 overall 354 cases were received but only 165 cases were resolved.

### **6.2 Enforcement and other Statutory Notices**

6.2.1 In Quarter 3 12 enforcement notices and 4 Breach of Condition Notices have been served. 32 Enforcement Notices have been drafted and authorised for consideration by the Chief Legal Officer. (6 notices relate to garden extensions into the Green Belt on the same housing development). In Quarter 4 12 enforcement notices and six breach of condition notices have been served. Nine enforcement notices have been drafted and authorised.

6.2.2 In Quarter 3 11 enforcement appeals were received and 8 were resolved. 3 appeals were allowed on their planning merits and planning permission was granted; 2 appeals were dismissed; 2 were withdrawn following negotiation and extension of compliance periods and 1 was not validated by the Planning Inspectorate, resulting in 5 of the 8 enforcement notices appealed against now being in effect. In 1 case the notice is being complied with and in a second prosecution proceedings are being taken for failure to comply with the notice in the stipulated period. The remaining sites are being monitored for compliance within the set periods. In Quarter 4 6 appeals were received and 7 resolved. Five appeals were dismissed, one was withdrawn and the enforcement notices are now in effect. One appeal were allowed and planning permission granted for the development.

6.2.3 Overall in 2008/9 15 out of 21 enforcement appeal decisions were dismissed by the Inspectorate giving a success rate of 71%. By comparison some 69% of planning application appeal decisions were dismissed in 2008/9.



## 6.3 Prosecutions

- 6.3.1 During Quarter 3 two cases were considered by the Court, both relating to non compliance with enforcement notices. In one a fine of £2000 was imposed and costs of £3000 were awarded to the Council. In the other case the offence has been admitted and the case has been adjourned for consideration of sentence. A press release will be issued once the outcome of the second case is known.
- 6.3.2 Instructions have been sent to the Chief Legal Officer relating to 12 offences (7 for non compliance with enforcement notices, 3 relating to displays of advertisements and to 2 for non compliance with S215 untidy land notices).
- 6.3.3 Information on Quarter 4 is awaited and will be reported verbally to Members at the meeting.

## 7.0 **Recommendation**

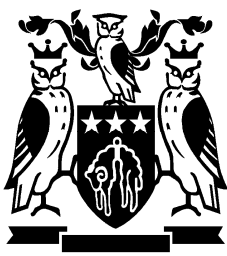
- 7.1 Scrutiny Board are recommended to note the contents of this update report .

### Background papers

Report to Scrutiny Board 22<sup>nd</sup> April 2008 "Management and Capacity of the Planning Compliance Service"

Report to Scrutiny Board 18<sup>th</sup> November 2008 "Progress Report on the Management and Capacity of the Planning Compliance Service"

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### Report of the Head of Scrutiny and Member Development

#### Scrutiny Board (City Development)

Date: 21st April 2009

#### Subject: Inquiry on Residents Parking Schemes

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**Electoral Wards Affected: All**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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### 1.0 Purpose of the report

- 1.1 The purpose of this report is to advise Members of the decision of the Executive Board to this Board's recommendations following its inquiry in to residents parking schemes.

### 2.0 Executive Board

- 2.1 The Executive Board on the 1st April 2009 considered the attached joint report of the Chief Environmental Services Officer and the Director of City Development presenting the proposed response to the recommendations of the Scrutiny Board (City Development) following the Board's inquiry into residents parking schemes.
- 2.2 The Executive Board resolved "That the response of the Director of City Development and the Chief Environmental Services Officer to the recommendations of the Scrutiny Board (City Development) be noted and that, for the reasons now stated, no action be taken by officers to implement these recommendations."

### 3.0 Recommendation

- 3.1 Members are asked to note the joint report of the Chief Environmental Services Officer and the Director of City Development report and the decision of the Executive Board.

### Background Papers

None used

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**Report of the Chief Environmental Services Officer and the Director of City Development**

**Executive Board**

**Date: 1 April 2009**

**Subject: City Development Scrutiny Inquiry into Residents Parking Schemes**

**Electoral Wards Affected:**

Citywide

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In  
(Details contained in the report)

**Executive Summary**

City Development Scrutiny have carried out a review of Residents Permit Parking Schemes (RPPS). The Inquiry Report included a number of recommendations and this report advises on the recommendations.

**1.0 Purpose of this Report**

1.1 The Scrutiny Board (City Development) published a report on Resident Permit Parking Schemes (RPPS) in December 2008. In accordance with the requirements of the constitution, the response to the Scrutiny Board's recommendations needs to be agreed by the Executive Board.

**2.0 Background Information**

2.1 Attached to this report is the report of the Scrutiny Board (City Development).

**3.0 Main Issues**

3.1 The recommendations can be summarised as follows:-

- *Recommendation 1 - That the Directors of City Development and Environment and Neighbourhoods undertake a review of residents parking schemes with a view to introducing an option that would enable residents to fund the cost of a resident parking scheme, that this review includes the use of the Council's consultants Page 7*

*provide an option to allow residents to pay for a residents parking scheme be introduced from April 2010.*

- *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.*
- *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 phasing in charges for resident and visitor parking permits, residents parking and visitors permits being valid for a period of 1 year instead of 3 years and restricting the number of resident parking permits (and visitor permits) that are issued to each household.*
- *Recommendation 4 - That the Directors of City Development and Environment and Neighbourhoods consider introducing regular reviews of resident parking schemes and report back to the Scrutiny Board on how this might be achieved.*
- *Recommendation 5 - In order to improve the clarity and transparency of the process 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.*
- *Recommendation 6 - That the results of the pilot scheme to look at the level of fraud in residents parking zones be reported to the Scrutiny Board early in 2009.*
- *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.*

3.2 With the consistent demands for RPPS, a formal policy is required which will define where residents parking schemes are an appropriate component of parking management within an area. This needs to cover the criteria for the provision of RPPS, including mixed use with limited waiting, pay and display and the arrangements for managing permits. It also requires an approach to prioritisation of the delivery of schemes. This policy can be prepared during 2009 for further consideration by Scrutiny Board.

3.3 The issue of whether to, and the most appropriate method of, introducing a charge for permits in the current economic climate will require a further detailed report to Executive Board. Preparing this report will require consultation including all residents within the existing 70 schemes to be asked if they would want their scheme to be retained if they had to pay for permits and their comments would be sought on the various models for charging and arrangements for visitors and limiting the number of permits. Formal approval to initiate the consultation was sought from the Joint Highways Technical Board on 26<sup>th</sup> January 2009. Report attached as background documents. The delegated officer considered the decision to be of sufficient strategic importance to escalate to Executive Board for consideration of whether or not it is appropriate, in the current economic climate, to consider payment for residents permits.

## **4.0 Implications for Council Policy and Governance**

- 4.1 The policy which will be developed relating to criteria for the provision of RPPS, including mixed use with limited waiting, pay and display etc, an approach to prioritisation of the delivery of schemes, a mechanism for residents to pay for the implementation of a scheme and the management of permits will help shape future policy on the issues for residents parking permits.

## **5.0 Resource Implications**

- 5.1 Approximately 11,300 residents parking permits have been issued. Hence the consultation exercise is likely to include some 15,000 addresses. Postal costs, survey consultant fees and staff costs place the estimated cost of the consultation at between £10,000 and £15,000. These costs would have to be met from within existing revenue budgets within the two directorates.

## **6.0 Risk Assessment**

- 6.1 There is a significant risk that publicity arising out of the consultation will raise concern regarding the outcome of the exercise and this will need to be managed.

## **7.0 Conclusions**

- 7.1 In progressing the recommendations it will be necessary to raise public awareness of the potential to charge. The consultation exercise will require a commitment of resources and staff time. It should therefore only be progressed if there is a political commitment to investigate the issues further.

## **8.0 Recommendations**

- 8.1 Members of the Executive Board are asked to:-

- (1) note the recommendations of the Scrutiny Board (City Development), and
- (2) consider and determine whether officers are to report further on charging for permits.

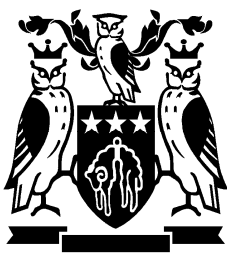
## **9.0 Background Papers**

Review of Residents Parking Schemes, Scrutiny Inquiry Report, December 2008.

Highways Technical Board Report, Resident Parking Schemes Scrutiny Inquiry, January 2009.

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### Report of the Head of Scrutiny and Member Development

#### Scrutiny Board (City Development)

Date: 21st April 2009

Subject: Annual Report 2008/2009

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Electoral Wards Affected: All

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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#### 1.0 Purpose of the report

1.1 The purpose of this report is to present the draft of the Board's contribution to the Scrutiny Boards Annual Report.

#### 2.0 Introduction

2.1 Members will be aware that the operating protocols for Scrutiny Boards require the publication of an Annual Report to Council.

2.2 This is the Board's opportunity to contribute to that Annual Report.

#### 3.0 Draft Annual Report

3.1 Attached is a draft of this Board's proposed submission which includes an introduction from the Chair and details of the work undertaken by the Board in this municipal year.

3.2 This year attention will be given to ensuring that each of the Scrutiny Boards submissions follow the same order and layout and whilst the content will not change there may be some changes necessary when the final document is published.

#### 4.0 Recommendation

4.1 Members are asked to note paragraph 3.2 and approve the Board's contribution to the composite Annual Report.

#### Background Papers

None Used

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# Scrutiny Board (City Development)



*Cllr Ralph Pryke  
Chair of Scrutiny Board  
(City Development)*

## **Membership of the Board:**

Cllr Ralph Pryke (Chair)  
Cllr Andrew Barker  
Cllr Chris Beverley  
Cllr Bob Gettings JP  
Cllr Arif Hussain  
Cllr Jose Jarosz  
Cllr Matthew Lobley  
Cllr Jamie Matthews  
Cllr Adam Ogilvie  
Cllr Rachael Procter  
Cllr Roger Harington  
Cllr Neil Taggart  
Cllr Gerald Wilkinson

## ***DRAFT ONLY***

### ***The Chair's Summary***

I am pleased to present this year's Annual Report for Scrutiny Board (City Development). The support and encouragement throughout this busy year by all Members of the Board has been encouraging. We have had a number of positive outcomes.

We concluded an inquiry into the thorny issue of Residents Parking Schemes. We were extremely concerned as a Board that the demand for such schemes was increasing year on year, particularly in certain areas of the city. We were of the view that the process and options available needed to be considered if the credibility of the process was to be maintained. We made a number of recommendations as a result of our detailed deliberations. Unfortunately the Executive Board decided not to approve our recommendations.

There has been a three fold increase in the number of Call-Ins the Scrutiny Board has had to deal with this year as a consequence of changes to the scrutiny procedure rules. The first related to proposed highway works at Savins Mill gyratory. The second to the future ownership and management of the Council's small industrial unit portfolio at St Anns Mills / Abbey Mills, Kirkstall. Finally, we considered the City Development department's proposals to increase cemetery fees. With regard to the cemetery fees on hearing the evidence we accepted the department's explanation and agreed that the decision be released for implementation.

However, we were concerned that this decision had been implemented on 10<sup>th</sup> October 2008 prior to the expiry of the Call-In period on the 17<sup>th</sup> October 2008 and asked that effective measures be put in place to avoid this happening again.

We considered a request for scrutiny from Shadwell Parish Council concerning the continuing delays in adding paths to the Council's definitive map as rights of way. Based on the detailed evidence presented to us the Board felt able to support the officers to progress the list of applications in line with the Council's published statement of priorities and to reject this request.

The second request for scrutiny came from the North West (Inner) Area Committee concerning phase 1 of proposed highways works at on the A660 Corridor at Woodhouse Lane / Clarendon Road. We were able to make a number of recommendations as a consequence of our intervention on this matter.

The introduction of the Leeds Strategic and Council Business Plans 2008 to 2011 and changes to the national performance management arrangements has required changes to the Council's performance reporting and accountability arrangements. The quality and robustness of our performance management arrangements are a key element of the organisational assessment under the new Comprehensive Area Assessment and therefore it is important that these arrangements are effective. We have continued to monitor and challenge the performance indicators of the City Development department.

We have continued to receive and comment upon ongoing plans and strategies which provide a framework for many other projects.

A brief summary of our endeavours during 2008/2009 follows.

Finally, I would like to thank all the witnesses, officers and members of the public who contributed to our work during the year.

**Cllr Ralph Pryke**  
**Chair of Scrutiny Board (City Development)**

## ***Inquiry on Residents Parking Schemes***

We were concerned 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. 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. As demand for such schemes was increasing year on year, particularly in certain areas of the city, we were of the view that that the process and options available needed to be considered if the credibility of the process was to be maintained.



"We are grateful to Councillor Andrew Carter for drawing our attention to this issue early in the development of our work programme. We wanted to improve the options available to residents with regard to residents parking schemes and how they are delivered and funded."

Councillor Ralph Pryke (Chair)



Scrutiny Board City Development

"I think the methodology for introducing a Traffic Regulation Order especially RPZ's, is very frustrating. So much time is given over to dealing with objectors and addressing or disproving their concerns"

Councillor James Monaghan  
Headingley Ward



### **Our Main Recommendation**

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.

**Our other recommendations were:**

(a) 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.

(b) 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.

(c) 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.



Residents' Parking Zone Sign

(d) 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.

(e) 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.

(f) 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.

"I am concerned that as car parking charges at the Leeds Bradford International Airport are high travellers are parking their cars in local residential streets up to two miles away from the airport. What is more they are left there for two to three weeks while they are on holiday"

Councillor Ryk Downes  
Otley & Yeadon Ward

"I think the Council should have a very clear policy on where and when schemes can be put in and what those schemes are designed to do."

Councillor Colin Campbell  
Otley & Yeadon Ward

## **Inquiry on Phase 1 Highways Improvements A660 Corridor Woodhouse Lane/Clarendon Road**

We received a request for scrutiny from the North West (Inner) Area Committee on proposals for phase 1 of proposed highways improvements to the A660 corridor involving junction improvements at Woodhouse Lane/Clarendon Road, an inbound bus/cycle lane and improvements to a sub standard bus stop.

We received a substantial number of enquiries and emails on this matter from the general public, some of whom had been misinformed about the proposed scheme and the role and powers of scrutiny. Some residents attended our meeting in January 2008.

We agreed a Statement and made a number of recommendations as a consequence of our investigations at our meeting in February 2009 as follows:

### **Our Recommendations -**

That the Chief Highways Officer

(a) review the current consultation process to ensure that at the very least consultees and particularly Elected members are encouraged to respond to requests and how a nil response to invitations to comment may be interpreted as no objections received or support for a particular scheme or project.

(b) review the process by which highways schemes are reported to Area Committees and particularly those that affect more than one ward in order to ensure proper consultation and feedback from all Members of Area Committees on proposed highways schemes.

(c) review the traffic modelling for the proposals at Clarendon Road to ascertain what alternative solutions, if any, are available including options for using the existing road space to make bus lane provision where it is needed.

(d) ensure that early consultation is carried out in respect to options for making early improvements to the A660 and that this shows the overarching strategy for the corridor to ensure that schemes are not considered in isolation.



Woodhouse Lane towards junction of Clarendon Road



Woodhouse Moor



Clarendon Road towards junction with Woodhouse Lane

## Call-In of Executive Board or Officer Delegated Decisions

We received a number of Call-In requests from Members in accordance with the Council's scrutiny procedure rules concerning decisions taken by the Executive Board or by officers under the officer delegation scheme.

### Savins Mill Gyratory

The first Call-In we considered was an officer's delegated decision concerning proposed highway works at Savins Mill gyratory.

We decided on the evidence presented to release this decision for implementation.



Savins Mill Way

### St Ann's Mills / Abbey Mills, Kirkstall

The next Call-In we heard was in relation to an Executive Board decision concerning the future ownership and management of the Council's small industrial unit portfolio, St Anns Mills / Abbey Mills, Kirkstall and the investment and agricultural property portfolio.

We concluded that the factors raised by the signatories of the Call-In would not have made a material difference to the Executive Board's decision and the decision was immediately released for implementation.



Entrance to St Ann's Mill



Abbey Mills

### Cemeteries & Crematoria Fees & Charges

Finally, we heard a Call-In regarding an officer delegated decision concerning cemeteries and crematoria fees and charges.

We noted that the substance of the Call-In was that charges for burials had increased by 9% whilst inflation was around 5%.

On hearing the evidence we accepted the department's explanation and agreed that the decision be released for implementation.

However, we were concerned that this decision had been implemented on 10<sup>th</sup> October 2008 prior to the expiry of the Call-In period on the 17<sup>th</sup> October 2008 and asked that effective measures be put in place to avoid this happening again.



Entrance to Lawnswood Cemetery & Crematoria



## Request for Scrutiny: Delays in Adding Paths to the Council's Definitive Map as Rights of Way

In July 2008 we considered a request from Shadwell Parish Council concerning delays in adding paths to the Council's definitive map as rights of way. We received a report on this matter from the City Development department in September 2008.

We were satisfied on the evidence presented to us to support the officers to progress the list of applications in line with the Council's published statement of priorities.

### Presentation and Reports

We received during the course of the year a number of wide ranging reports and presentations as part of our monitoring and review role. These included:

- ***Parks & Greenspace Strategy***

We received in September 2008 an update and contributed to the development of a draft Parks and Greenspace strategy for the Council.

We were delighted to be able to give our input to this document in advance of consideration by the Executive Board.

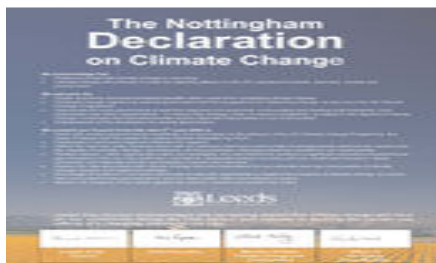
We recognise the importance of this strategy for the efficient and effective management of all our parks and green space in the city.



Roundhay Park Autumn



Middleton Park



- ***Climate Change Strategy***

We commented on the Leeds Climate Change Strategy: Vision for Action prior to submission to Executive Board and full Council for approval.



The Leeds Climate Change Strategy is a city-wide strategy focused on carbon reduction and climate adaptation and aims to fulfil the Council's commitment in the Nottingham Declaration.

- ***Review of the Leeds Economic Development Strategy***

In September 2008 we received a presentation and gave our views and input to the development of the city's agenda for improved economic performance.



Tower block in the city

- **Traffic Congestion – Key Locations**

We considered a report on key locations for congestion on the major highway network. This paper also provided information concerning congestion locations specifically identified by Ward Members.



Traffic queuing



Swimming pool at Kirkstall Leisure Centre

- **Consultation on the Draft Vision for Leisure Centres**

We were advised and commented upon the consultation exercise that was being carried out on the draft vision for leisure centres in Leeds prior to recommendations being presented to the Executive Board.



From the bridge, Neville Street

- **Leeds Flood Alleviation Scheme**

We heard from the Chief Highways Officer and a representative from the Environment Agency on the latest version of the Leeds Flood Alleviation Scheme Design, Vision and Guide which aims to minimise the potential detrimental impact of the scheme and maximise the opportunities along 19km of the river Aire.



Dark Arches, Granary Wharfe



Planning Compliance

- **Management & Capacity of the Planning Compliance Service**

We received an update from the Chief Planning Officer on the actions being taken to address key issues in the Planning and Compliance service, focusing around the themes of improving the customer experience, developing skills and building capacity.



- **Strategic Review of the Planning & Development Services**

The Chief Planning Officer gave an update on progress being made on implementing the solutions within the five improvement themes identified in the strategic review of Planning and Development services.

We were pleased with progress which included the introduction of electronic consultations where objections and comments to applications would be included on line.



City Point

- **Sustainable Education Travel Strategy & Integrated School Transport Policy for Children's Services**

We discussed at some length the Executive Board's approval to the Leeds Sustainable Education Travel Strategy (LSETS) and the development of a Children's Services Schools Transport Policy which would be integrated in to the LSETS by 2010.

We identified from our enquiries that a number of schools still did not have approved travel plans in place. We requested that all Members of Council be provided with details of schools in their ward which did not have approved travel plans.



My bus

- **Major Arts Organisations Funded by Arts@Leeds 08/09**

We considered information on the process for awarding City Council grant aid to major arts organisations.

We requested details of the funding provided during the last three years to the seven major arts organisations referred to in the report and this was provided by the City Development department.



- **City Centre Park**

We considered a report on the vision for a new City Centre Park and proposals to undertake further feasibility work to explore the potential to develop a new piece of greenspace on the Council's site at Sovereign Street.

We agreed that this was an exciting proposal with a longer term objective of exploring land assembly opportunities in partnership with landowners of major sites that would function as a new park for the City Centre.



To Sovereign Street car park

- **Roundhay Mansion**

We were pleased to hear that an Agreement for Lease had been agreed with Dine Hospitality Ltd for the Roundhay Mansion.

We were also advised that planning permission and Listed Building Consent had also been approved for the remodelling works to the interior of the building and a new fire escape.

We had wanted to visit the Mansion, but as works will not be completed in this municipal year, the next Board will receive the invitation.



Roundhay Park

### Visits by the Board

- **City Varieties**

The Board visited the City Varieties prior to the commencement of the refurbishment of the building which would include the installation of an external lift.



Inside the City Varieties



Grand theatre

- **Grand Theatre & Howard Assembly Rooms**



Howard Assembly Rooms

The Board visited the Grand Theatre and Howard Assembly Rooms which have been refurbished to an extremely high standard. The Assembly rooms have created a permanent home for Opera North.

## The Board's full work programme 2008/09

- **Review of Existing Policy**

- ◇ Inquiry on Residents Parking Schemes
- ◇ Call-In of an Executive Board decision - The future ownership and management of the Council's small Industrial unit portfolio, St Ann's Mills / Abbey Mills, Kirkstall and the investment and agricultural property portfolio
- ◇ Request for scrutiny by Shadwell Parish Council regarding delays in adding paths to the Council's definitive map as rights of way
- ◇ Call-In of an Officer Delegated Decision - Proposed highway works at Savins Mill gyratory
- ◇ An agenda for improved economic performance: Review of the Leeds Economic Development Strategy 1999
- ◇ Update on the strategic review of planning and development services
- ◇ Call-In of an Officer Delegated Decision - cemeteries and crematoria fees and charges
- ◇ Publicity and Promotion of Leisure Events
- ◇ Request for Scrutiny by North West (Inner) Area Committee on proposals for phase 1 of highways improvements to the A660 corridor and draft statement and recommendations by the Board

- **Development of New Policy**

- ◇ Parks and greenspace strategy
- ◇ Sustainable education travel strategy and the development of an integrated school transport policy for Children's Services
- ◇ Consultation on the Draft Vision for Leisure Centres in Leeds
- ◇ City Centre Park
- ◇ Sustainable Communities Act
- ◇ Climate Change Strategy
- ◇ Leeds flood alleviation scheme

- **Briefings**

- ◇ Major arts organisations funded by Arts@Leeds 08/09
- ◇ Visits to the City Varieties, Grand Theatre and Assembly Rooms
- ◇ Traffic congestion - key locations
- ◇ Roundhay Mansion update

- **Performance Management and Monitoring**

- ◇ Accountability arrangements for 2008/09 and quarter one, two and three performance reports
- ◇ Previously received performance indicators

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Originator: Richard Mills

Tel: 2474557

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (City Development)

Date: 6<sup>th</sup> April 2009

Subject: Scrutiny Board (City Development) – Work Programme,  
Executive Board Minutes and Forward Plan of Key Decisions

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**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 INTRODUCTION

1.1 This is the last meeting of the municipal year. Attached as Appendix 1 is the work programme for this Scrutiny Board listing the items for today's meeting. It also and those issues identified by Members as areas for Scrutiny but which have not been addressed due to time constraints. Members may wish to refer these matters to the new Board in the next municipal year.

1.2 Also attached as Appendix 2 is the Council's current Forward Plan relating to this Board's portfolio and as Appendix 3 the Executive Board minutes of 4<sup>th</sup> March and 1<sup>st</sup> April 2009.

## 3.0 RECOMMENDATIONS

3.1 Members are asked to;

- (i) Note the Executive Board minutes and Forward Plan
- (ii) Consider whether any matters in the work programme are to be referred to the new Scrutiny Board.

### Background Papers

None used

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Item	Description	Notes	Type of item
<b>Meeting date – 21<sup>st</sup> April 2009</b>			
<b>Reports from Departments Required no later than 1<sup>st</sup> April 2009</b>			
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 <sup>th</sup> November 2008 for Spring 2009.	RP/DP
Annual Report	To approve the Board's contribution to the Scrutiny Boards Annual Report 2007/08		

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Suggested Areas for Scrutiny Currently Unscheduled</b>			
City Varieties	Undertake scrutiny of the work being carried out to the City Varieties	This was requested by the Board on 16th December 2008	B
Review of the Environmental Policy and EMAS	To undertake a review of the environmental policy and EMAS	Raised by the Board in June 2008	RP / DP
Review of the Loop and major arterial routes onto it.	This is to consider a review of the Loop following completion of modelling work undertaken on by the City Development department.	This modelling work only commenced in late January 2009 and there will be nothing to report on until June 2009 at the earliest.	RP
Economic Development Strategy / Agenda for Improved Economic Performance	To consider this strategy prior to its consideration by the Executive Board	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.	RP

Key:

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

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

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**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 April 2009 to 31 July 2009

Appendix 2

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (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)	1/4/09	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
Publication of Leeds Climate Change Strategy To approve the publication of the Leeds Climate Change Strategy: Vision for Action.	Executive Board (Portfolio: Development and Regeneration)	1/4/09	Significant consultation has already been undertaken as part of strategy development. This includes involvement of circa 100 organisations with development of consultation document. We received over 50 full consultation responses and over 40 individual comments.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development george.munson@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Royal Park Primary School To decline the request from the Royal Park Community Consortium for a six-month delay prior to any decision as to disposal and to seek Members approval to the selection of a purchaser of the property.	Executive Board (Portfolio: Development and Regeneration)	1/4/09	Ward Members	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development brian.lawless@leeds.gov.uk
City Wide Weedspraying Contract Extension Award a twelve month extension of the contract to the current provider	Acting Chief Recreation Officer	1/5/09	Executive Member for Leisure	Weedspraying Contract Extension Report, Contract Performance Report	Acting Chief Recreation Officer martin.farrington@leeds.gov.uk
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)	13/5/09	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

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Vision for Council Leisure Centres Update To approve the proposals to deliver the Vision for Leisure Centres	Executive Board (Portfolio: Development and Regeneration)	13/5/09	Outcome of consultation was reported at the 3 <sup>rd</sup> December Executive Board	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development mark.allman@leeds.gov.uk
Proposed Funding Agreement and works to the Woodhouse Lane Multi Storey Car Park Approval to terms in respect of an agreement for funding to support the development of the arena and proposed works to the Woodhouse Lane multi storey car park	Executive Board (Portfolio: Development and Regeneration)	13/5/09	Arena Project Board, Yorkshire Forward	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development jean.dent@leeds.gov.uk
Street Design Guide Approval of Supplementary Planning Document	Executive Board (Portfolio: Development and Regeneration)	13/5/09	Already carried out	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Temple Works Holbeck Leeds To consider proposals for increasing the Art Gallery capacity in Leeds and the future of Temple Works.	Executive Board (Portfolio: Development and Regeneration)	13/5/09	Ward Members and key stakeholders	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development jean.dent@leeds.gov.uk
Regeneration of The Garnets Area of Beeston Hill Authorisation of scheme expenditure to the amount of £4m. Authorise officers to commence acquisition of properties by voluntary agreement.	Executive Board (Portfolio: Development and regeneration)	13/5/09	Consultation with residents and stakeholders ongoing, briefing of ward members prior to submission of report	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development sue.morse@leeds.gov.uk
Capital Strategy and Asset Management Plan Approval of the Capital Strategy and Asset Management Plan	Executive Board (Portfolio: Development and Regeneration)	13/5/09		The report to be issued to the decision maker with the agenda for the meeting	Director of City Development john.ramsden@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Route 51/51a Bus Stop Accessibility Improvements To obtain authority to spend £715,000 to carry out consultation, design and construct improvements to improve accessibility to the bus stops along route 51/51a.	Executive Board (Portfolio: Development and Regeneration)	13/5/09	Ward Members, Emergency Services, Metro and adjacent properties	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development Keith.bristow@leeds.gov.uk
A647 Armley High Occupancy Vehicle (HOV) Lane Permission to undertake detailed design and implementation of HOV lane	Executive Board (Portfolio: Development and Regeneration)	17/6/09	Internal, and external consultation with Members, Public, Emergency Services and Metro.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development oliver.priestley@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)	17/6/09	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

### **Executive Board Portfolios**

### **Executive Member**

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, 4TH MARCH, 2009

**PRESENT:** Councillor A Carter in the Chair

Councillors R Brett, 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

### 207 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) Appendix 1 to the report referred to in minute 211 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because publication could prejudice the Council's commercial interests by prejudicing sensitive negotiations currently underway with private sector investors to secure a contribution to the schemes.
- (b) Appendix 1 to the report referred to in minute 214 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosure on the grounds that it contains commercially sensitive information about the respective financial and business affairs and commercial positions of the Council and Bidders.
- (c) The appendix to the report referred to in minute 225 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains information relating to ongoing negotiations that are confidential and/or commercially sensitive. In these circumstances it is considered that the public interest in not disclosing this information outweighs the interests of disclosure.

### 208 Declaration of Interests

Councillor Brett declared a personal interest in the item relating to Brooksbank – Completion of Residential Care Strategy (minute 223) as a member of Burmantofts Senior Action Management Committee.

Councillor Wakefield declared personal interests in the items relating to The National Challenge and Structural Change to Secondary Provision (minute 217) and the Machinery of Government Changes and 14-19 Commissioning (minute 218) as a governor of Leeds City College and Brigshaw School.

Councillors J Procter, Harrand and Blake declared personal interests in the item relating to the City Varieties Music Hall (minute 222) as members of the Grand Theatre and Opera House Board.

Councillor Blake declared a personal interest in the items relating to the Joint Strategic Needs Assessment (minute 224) and Joint Service Centres (minute 225) as a non-Executive Director of Leeds NHS Primary Care Trust.

Councillor Finnigan declared, in relation to minute 225, that as a member of the Plans Panel (East) he had been involved in the planning approvals for the Chapeltown Centre.

**209 Minutes**

**RESOLVED** – That the minutes of the meeting held on 13<sup>th</sup> February 2009 be approved.

**210 Chair's Announcement**

The Chair reported on discussions which he had had with ITV in connection with local job losses at the company and the intention of the Council to work with the company and former employees to ameliorate the situation.

**DEVELOPMENT AND REGENERATION**

**211 Refurbishment of Kirkgate and Bond Street, Leeds City Centre**

The Director of City Development submitted a report on the proposed scheme design for the refurbishment of the pedestrianised section of Kirkgate that is bounded by Briggate and Vicar Lane and the refurbishment of Bond Street. Following consideration of appendix 1 to this report designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting it was

**RESOLVED** –

- (a) That approval be given to the scheme design as outlined in the report.
- (b) That approval be given to the injection of funding into the Capital Programme together with authority to incur expenditure as identified in the exempt appendix to the report.

**212 Legible Leeds Project**

The Director of City Development submitted a report on proposals to improve the legibility of Leeds City Centre by investing in the pedestrian wayfinding system.

**RESOLVED** –

- (a) That approval be given in principle to the phased implementation of a new contemporary on-street wayfinding system, the first phase focusing on the central retail area, as indicated in the report;
- (b) That the Director of City Development be requested to work up a detailed design and costed programme of works, and to progress funding proposals to a total cost of £1,200,000.

**213 The Former Headingley Primary School**

Referring to minute 115 of the meeting held on 14<sup>th</sup> November 2007 the Director of City Development and the Director of Environment and Neighbourhoods submitted a joint report detailing a proposal of Headingley ward members, on behalf of the Headingley Development Trust, for the Council to provide £500,000 to enable the Trust to develop its 'Heart' proposal at the former Headingley Primary School.

The report contained officer commentary on the current proposal from the Trust, the risks associated with the proposal and the steps which the Council could take in mitigation of those risks should members be minded to support the proposal.

**RESOLVED –**

- (a) That, having regard to all that is said in paragraph 8 of the report:-
  - (i) the request from Headingley Development Trust for the transfer of the former Headingley Primary School to the Trust be approved; and
  - (ii) Council funding, in the amount of £500,000, be made available to support the scheme
- (b) That the transfer and the funding be subject to the imposition of the conditions outlined in paragraph 9.1 of the report.

**NEIGHBOURHOODS AND HOUSING**

**214 Little London and Beeston Hill and Holbeck Round 5 PFI Housing Project - Impact of Wider Economic Changes on Project Scope**

The Director of Environment and Neighbourhoods submitted a report providing an update on the procurement of the Housing PFI Project covering Little London and Beeston Hill and Holbeck, including issues arising from bids received at the 'Detailed Solutions' stage of the procurement exercise and proposed changes to the scope of the project.

The proposed changes to the scope of the project were summarised as follows:

- removal of the Development Agreement including the removal of disposal of land for construction of private homes for sale
- retention of Meynell Heights for refurbishment
- removal of three development sites in Beeston Hill and Holbeck (Waverley Garth, Malvern Rise/Grove, Cambrian Street) and two sites in Little London (Leicester Place and Cambridge Road)
- removal of parts of the Holbeck Towers and Carlton Gate sites

- reduction in PFI new build development in Beeston Hill and Holbeck from 350 to 275 units.

Following consideration of appendix 1 to the report designated as exempt under Access to Information Procedure Rule 10.4(3) which was considered in private at the conclusion of the meeting it was

**RESOLVED -**

- That approval be given to the changes to the PFI project scope as set out in the submitted report and in Appendices 2 and 3 thereto and that they be referred to the Homes and Communities Agency for approval.
- That the opportunity to consider land removed from the PFI project scope at this stage for alternative residential development be noted.
- That the revised timetable for the Invitation to Submit Refinement of Solutions and Final Tender stages of procurement be noted.
- That the Director of Environment and Neighbourhoods be requested to ensure that the annual review of the Lettings Policy considers options for the policy to be tailored to localised needs within the City.

**215 The EASEL and West Leeds Gateway Worklessness Project**

The Director of Environment and Neighbourhoods submitted a report outlining the approach taken to addressing worklessness following the Round Table discussions which had taken place with the Minister for Local Government, elected members, officers and partners.

**RESOLVED** – That the project, as outlined in the report, be endorsed and that a further report be brought to the Board on the outcome of the evaluation.

**216 Under Occupation Scheme**

The Director of Environment and Neighbourhoods submitted a report providing an update on the under occupation scheme launched in July 2008 and outlining proposals on how to encourage further customers who are currently under occupying to downsize.

**RESOLVED –**

- That, having noted that the scheme had released 27 homes up to January 2009, approval be given to the continuation of the scheme in 2009/10.
- That the Director of Environment and Neighbourhoods works with the Leeds ALMOs and the Belle Isle Tenants Management Organisation to increase the level of support offered to customers on the scheme.

**CHILDREN'S SERVICES**

**217 The National Challenge and Structural Change to Secondary Provision in Leeds - Progress Report**

The Chief Executive of Education Leeds submitted a report outlining recommended options for delivering the next phase in structuring secondary provision in Leeds, and in particular, the response to the National Challenge.

The report outlined options in relation to the individual elements of the Central Leeds Learning Federation, Primrose High School, City of Leeds High School, Parklands Girls' High School, Boston Spa School and Wetherby High School in Outer North East Leeds and presented two composite options dependent on the availability of BSF funding as follows:

### **OPTION A: If BSF Funding Is Available To Leeds**

#### The Central Leeds Learning Federation

To propose that the Federation be dissolved and that the possibilities and opportunities of Trust developments be explored as other structural options are developed.

#### Primrose High School

To consult on a proposal that Primrose High School should be closed and be replaced by an Academy which should open in September 2010.

#### City of Leeds

To consult on a proposal that City of Leeds School should be closed and be replaced by an Academy which should open on the City of Leeds site in September 2010. To propose that the Academy be moved to new build provision in East Leeds as soon as possible and using the current site for girls only provision.

#### Parklands Girls High School

To consult on a proposal that Parklands Girls' High School should be closed and replaced by an Academy which should open in September 2010. It is intended that the Academy sponsor and the associated partners would help the school focus on developing academic and vocational excellence. The Academy should be moved to the City of Leeds site as it becomes available. The current site would be further developed through BSF and used for new mixed secondary provision to meet the demand for secondary places in the area.

#### Outer NE Leeds

To consult on a proposal to establish a federation between Boston Spa School and Wetherby High School which would move into newly-built provision in Outer North East Leeds to cater for young people living in Boston Spa and Wetherby. Such a federation could also become a sponsor for a new build provision in East Leeds with full extended services provision and incorporating community and special educational needs provision.

### **OPTION B: If No BSF Funding Is Available To Leeds**

#### The Central Leeds Learning Federation

To propose that the Federation be dissolved and the possibilities and opportunities of Trust developments be explored as other structural options are developed.

#### Primrose High School

To consult on a proposal that Primrose High School should be closed and be replaced by an Academy which should open in September 2010.

#### City of Leeds

To consult on a proposal that City of Leeds School should be closed and be replaced by an Academy which should open in September 2010 and transfer to the Parklands site. To then propose to use the City of Leeds site for girls only provision.

#### Parklands Girls' High School

To consult on a proposal that Parklands Girls' High School should be closed and replaced by an Academy which should open in September 2010. It is intended that the Academy sponsor and the associated partners would help the school focus on developing academic and vocational excellence. The Academy should be moved to the City of Leeds site as it becomes available. The site would be used for a new Academy providing mixed secondary provision.

#### **RESOLVED –**

- (a) That, subject to additional BSF funding being available, option A above be adopted and that further reports be brought to the Board for final approval as each proposal moves to implementation.
- (b) That, in the absence of additional BSF funding, option B above be adopted and that further reports be brought to the Board for final approval as each proposal moves to implementation.

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

#### **218 Machinery of Government Changes and 14-19 Commissioning Arrangements: Leeds/Sub-Regional Proposals**

The Chief Executive of Education Leeds submitted a report on the proposed structures and governance arrangements that will form the basis for the next stage of local and sub-regional development work on the commissioning of 14-19 provision in Leeds.

#### **RESOLVED –**

- (a) That approval be given to the stage 2 Machinery of Government submission to the Department for Children, Schools and Families attached as annex 1 to the submitted report.
- (b) That the approach to establishing local authority and sub-regional level governance arrangements, as outlined in the report, be approved.

#### **219 Proposal to Close South Leeds High School on 31st August 2009**

Further to minute 142 of the meeting held on 3<sup>rd</sup> December 2008 the Chief Executive of Education Leeds submitted a report informing of the response to the statutory notice for the proposal to close South Leeds High School on 31<sup>st</sup> August 2009 and recommending the closure of the school on the same date.

**RESOLVED –**

- (a) That, noting that there were no responses to the statutory notice and having regard to the following four key reasons, approval be given to the unconditional closure of South Leeds High School on 31<sup>st</sup> August 2009:-
- The need to accelerate improvement, recognising that there has been improvement, but that there is a need to see this impact faster on the achievements of young people.
  - An academy would bring extra capacity (both professional expertise and other resources) to sustain improvement into the medium term.
  - In the School Partnership Trust (SPT) we have a local partner committed to sustaining and building upon South Leeds High School's contribution to the wider education community of Leeds.
  - SPT's knowledge and expertise involving local colleges, our universities, local health and social care services, the police and local businesses to improve opportunities and outcomes for young people is needed in South Leeds.
- (b) That the PFI development costs that will be incurred by the City Council arising from the closure of South Leeds High School and establishment of an Academy be noted.

**220 Proposal to Close Intake High School Arts College on 31st August 2009**

Further to minute 143 of the meeting held on 3<sup>rd</sup> December 2008 the Chief Executive of Education Leeds submitted a report informing of the response to the statutory notice for the proposal to close Intake High School Arts College on 31<sup>st</sup> August 2009 and recommending the closure of the school on the same date.

**RESOLVED –** That, noting that there were no responses to the statutory notice and having regard to the following four key reasons, approval be given to the unconditional closure of Intake High School Arts College on 31<sup>st</sup> August 2009:-

- The need to accelerate improvement. Whilst there has been improvement, there is a need to see this impact faster on the achievements of young people.
- An academy would bring extra capacity (both professional expertise and other resources) to sustain improvement into the medium term.
- Edutrust is an organisation that is geared up to maximise what Intake can learn from the family of schools in Leeds and that can supplement this with support from their network of academies.
- Edutrust's commitment to developing local communities means that there is an exciting opportunity, with a new state of the art school, to see learning becoming inspiring and accessible to everyone in Bramley, Stanningley, Armley and Kirkstall.

**221 Feedback on Executive Board Requests for Scrutiny**

The Head of Scrutiny and Member Development submitted a report providing feedback on the two requests made at the January meeting of the Board

Minutes approved at the meeting held on Wednesday, 1<sup>st</sup> April 2009

(Minute 175(b)) for work to be undertaken by the Scrutiny Board (Children's Services).

**RESOLVED** – That the response of the Scrutiny Board be noted.

## **LEISURE**

### **222 City Varieties Music Hall**

The Director of City Development submitted a report outlining the progress made on the refurbishment of the City Varieties Music Hall, advising of the Heritage Lottery Fund award and presenting proposals for further work to be undertaken.

**RESOLVED** –

- (a) That the HLF Stage 2 application award of £2,739,000 be noted.
- (b) That the Council enter into a grant agreement with the HLF on the terms and conditions detailed in the report subject to any further variations agreed by the Assistant Chief Executive (Corporate Governance).
- (c) That the decision of the Leeds Grand Theatre and Opera House Ltd Board of Management to increase their fundraising contribution to £1,261,000 to the project budget be noted.
- (d) That authority be given to incur expenditure of £8,210,000 on the refurbishment project including authority to enter into a building works contract.
- (e) That approval be given to an injection of £125,000 to the Capital Programme through an increase in the existing prudential borrowing arrangements for the purchase of the Swan Public house.
- (f) That a letter of intent be issued to carry out preliminary works, if required, to avoid delay to the project programme.
- (g) That the revised total project cost of £9,325,000 be noted.

## **ADULT HEALTH AND SOCIAL CARE**

### **223 Brooksbank - Completion of Residential Care Strategy**

The Director of Adult Social Services submitted a report providing an update on the progress made with respect to the Older People's long-term strategy and seeking specific approvals in respect of Brooksbank following external assessments of the building as life expired.

**RESOLVED** –

- (a) That the completion of the strategy approved in 2001 be noted.
- (b) That the Board agrees that Brooksbank as a building is life expired as a safe modern residential care home and declares it surplus to the requirements of Adult Social Care.
- (c) That the Director of Adult Social Care request the Asset Management Board to investigate alternative uses for the site, including its potential for an extra care scheme.

### **224 Joint Strategic Needs Assessment**



The Director of Adult Social Services and Director of Children's Services submitted a joint report presenting the Joint Strategic Needs Assessment report, the data pack and other qualitative information used to arrive at the current findings.

**RESOLVED –**

- (a) That the findings of the first phase of the Leeds Joint Strategic Needs Assessment be endorsed and that approval be given for publication of the report Implementing the Leeds JSNA;
- (b) That the Director of Adult Social Services and the Director of Children's Services produce further reports on at least an annual basis, to report the results of future JSNA work;
- (c) That all Directors, and in particular the Directors of Adult Social Services and Children's Services be requested to ensure that all future commissioning plans and service plans reflect the health and well being priorities identified through the Leeds JSNA process.
- (d) That the interest already shown by the three relevant Scrutiny Boards, be noted and that they be asked to keep an oversight of JSNA work within their work programmes.
- (e) That the final report of Implementing the Leeds Joint Strategic Needs Assessment Framework, as attached to the report, be circulated to all members of Council for information and reference.

**CENTRAL AND CORPORATE**

**225 Joint Services Centres at Chapeltown, Harehills and Kirkstall**

The Deputy Chief Executive submitted a report on progress on the procurement of the Chapeltown and Harehills elements of the Joint Service Centres Project and on a package of proposals from Community Ventures Limited to develop a joint service centre at Kirkstall.

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

**RESOLVED -**

- (a) That the Stage 2 Offer for the Chapeltown and Harehills centres as prepared by Community Ventures Limited be acknowledged and that the Deputy Chief Executive be authorised to formally accept the offer on behalf of the Council subject to completion of a satisfactory value for money assessment, to be undertaken by the District Valuer.
- (b) That the Deputy Chief Executive be authorised to submit the Offer for the Chapeltown and Harehills centres to the Leeds Lift Strategic Partnering Board for Stage 2 Approval under the LIFT process subject to completion of a satisfactory value for money assessment, to be undertaken by the District Valuer.
- (c) That approval be given to the financial implications for the Council of entering into the Joint Service Centre Project for the Chapeltown and Harehills centres ("Project") and that the maximum affordability deficit

- to be funded by the Council for these two Centres as set out in Appendix 1 to the report be approved.
- (d) That the Deputy Chief Executive be authorised to submit the Final Business Case for the Project to the Department of Communities and Local Government subject to the District Valuer having completed a satisfactory value for money assessment, and that the Project remains within the maximum affordability ceiling set out in recommendation c, above.
  - (e) That approval be given to the arrangements to Financial Close and implementation of the Project to include (but not by way of limitation) the award of/entry into Lease Plus Agreements with Community Ventures Limited (CVL), and, in connection therewith, that the Deputy Chief Executive (or in his absence the Director of Resources) be authorised to
    - (i) make any necessary amendments to the Final Business Case.
    - (ii) give final approval to the completion of the Project, including (but not by way of limitation) the terms of the Lease Plus Agreements together with any other documentation ancillary or additional to the Lease Plus Agreements necessary for the completion of the Project (“Project Documents”), subject to
      - (C) CLG approval of the Final Business Case.
      - (D) the Deputy Chief Executive (or in his absence the Director of Resources) being satisfied that the Project remains within the affordability constraints set out in recommendation (c) above;
    - (iii) approve the signing of any necessary certificates under the Local Government (Contracts) Act 1997 in relation to the Project;
    - (iv) approve the execution of the Project Documents, by affixing the Council’s common seal and/or signature (in accordance with Articles 14.4 and 14.5 of Part 2 of the City Council’s Constitution) and to approve (or authorise any officer of the Council to take) any necessary further action following approval of completion of the Project to complete the Project including any final amendments to the Project Documents.
  - (f) That the Stage 1 Offer for the Kirkstall Joint Service Centre as prepared by Community Ventures Limited be acknowledged and that the Deputy Chief Executive be authorised to formally accept that offer on behalf of the Council subject to completion of a satisfactory value for money assessment, to be undertaken by the District Valuer and that the offer is affordable to the City Council.
  - (g) That the Deputy Chief Executive be authorised subject to a successful Value for Money Assessment and the Project being affordable to the City Council, to submit the Stage 1 Offer for the Kirkstall Joint Service Centre to the Leeds Lift Strategic Partnering Board for Stage 1 for Approval under the LIFT process;

- (h) That approval be given to the affordability ceiling for the Chapeltown and Harehills Project as shown in table 1 of the exempt appendix, with an affordability deficit of £396,000 to be funded by the Council in the first year of operations (2011/12);
- (i) That the affordability ceiling for the Kirkstall Joint Service Centre be approved at a maximum deficit of £245,000 in the first full year of operations (2012/13).

**226 Amendments to the Leeds Strategic Plan 2008-2011**

The Assistant Chief Executive (Policy, Planning and Improvement) submitted a report on a number of proposed amendments to the Leeds Strategic Plan 2008-11, the Local Area Agreement for Leeds.

**RESOLVED –**

- (a) That approval be given to Appendix 1 to the report as the Council's proposed revisions and additions to the 'Government Agreed' targets prior to submission to Government in time for 9 March 2009.
- (b) That the Assistant Chief Executive (Planning, Policy and Improvement) be authorised to make minor amendments, if required, prior to submission to Government. Should any revisions be required, the Assistant Chief Executive will inform Members of Executive Board prior to submission.
- (c) That future reports on the realism of targets in light of the impact of the economic recession be brought to the Board.

DATE OF PUBLICATION: 6<sup>TH</sup> MARCH 2009  
LAST DATE FOR CALL IN: 13<sup>TH</sup> MARCH 2009 (5.00 PM)

(Scrutiny Support will notify Directors of any items called in by 12.00 noon on 16<sup>th</sup> March 2009).

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## EXECUTIVE BOARD

WEDNESDAY, 1ST APRIL, 2009

**PRESENT:** Councillor A Carter in the Chair

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

Councillor J Blake – Non Voting Advisory Member

### 227 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) Appendix 2 to the report referred to in minute 243 under the terms of Access to Information Procedure Rule 10.4 (1) and (2) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because the appendix contains details relating to individuals residing at a Leeds Children's Home, and it is likely that those individuals could be identified from such information.
- (b) The report appended to the covering report referred to in minute 249 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that it contains information relating to the financial or business affairs of the Council. It is considered not to be in the public interest to disclose this information at this point in time as it could undermine the method of disposal should that come about and affect the integrity of disposing of the property/site. Also it is considered that the release of such information would or would be likely to prejudice the council's commercial interests in relation to this or other similar transactions, in that prospective purchasers of this or other similar properties would have information about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of any transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (c) Appendix 1 to the report referred to in minute 252 under the terms of Access to Information Procedure Rule 10.4(3) and (5) and on the grounds that the public interest in maintaining the exemption outweighs

Draft minutes to be approved at the meeting  
to be held on Wednesday, 13th May, 2009

the public interest in disclosure because publication of this information could prejudice the City Council's commercial interests and the City Council's legal interests in maintaining legal professional privilege, during legal proceedings. Sensitive negotiations have already commenced with the private sector to establish liability and hence cost for the procurement of a long term solution to the problem of instability of the A639 embankment. In these circumstances it is considered that the public interest in not disclosing the information outweighs the interests of disclosure.

## **228 Declaration of Interests**

Councillors A Carter, J L Carter, Finnigan, Golton, Harker, Harrand, Wakefield and Blake declared personal interests in the item relating to the revised membership of the Admission Forum (minute 238), and the item relating to the annual consultation on admission arrangements for September 2010 (minute 239) due to their respective positions as school governors.

Councillor Blake declared a personal interest in the item relating to the introduction of the 'Valuing People Now' strategy (minute 246), due to being a member of Leeds NHS Primary Care Trust.

## **229 Minutes**

**RESOLVED** – That the minutes of the meeting held on 4<sup>th</sup> March 2009 be approved, subject to the addition of the following at the end of minute 225, as was detailed within the exempt appendix to the report:

- “(h) That approval be given to the affordability ceiling for the Chapeltown and Harehills Project as shown in table 1 of the exempt appendix, with an affordability deficit of £396,000 to be funded by the Council in the first year of operations (2011/12); and
- (i) That the affordability ceiling for the Kirkstall Joint Service Centre be approved at a maximum deficit of £245,000 in the first full year of operations (2012/13).”

## **230 Matters Arising**

Machinery of Government Changes and 14-19 Commissioning Arrangements: Leeds/Sub-Regional Proposals (minute 218)

In response to enquiries, the Chair indicated that the matter of obtaining greater Elected Member representation on the 14-19 Strategy Group would be pursued.

## **NEIGHBOURHOODS AND HOUSING**

## **231 Lease at Less than Best Consideration - Agreement to Lease 28 Miscellaneous Properties to GIPSIL and Leeds Housing Concern on a 25 Year Lease Agreement**

The Director of Environment and Neighbourhoods submitted a report presenting a proposal to grant a long lease at less than best consideration for

28 miscellaneous Council owned properties to GIPSIL and Leeds Housing Concern (LHC).

**RESOLVED** – That the report be withdrawn, with a further report being submitted to the Board following a consultation exercise being undertaken on this matter with local Ward Members.

### **LEISURE**

**232 Deputation to Council - Kippax Amateur Swimming Club regarding the Potential Closure of Kippax Leisure Centre**

The Director of City Development submitted a report in response to the deputation to Council from Kippax Amateur Swimming Club on 28<sup>th</sup> January 2009.

**RESOLVED** – That a substantive response to the deputation be incorporated into the comprehensive report on the Council's draft vision for leisure centres which is currently scheduled to be submitted to Executive Board in May 2009.

### **ENVIRONMENTAL SERVICES**

**233 Garden Waste Collection Scheme**

The Director of Environment and Neighbourhoods submitted a report regarding the proposed purchase of wheeled bins as part of the city-wide roll out of the Garden Waste Collection scheme.

**RESOLVED** –

- (a) That approval be given to an injection of £975,000 into scheme 14261 and that authority be given to incur expenditure of £2,877,000 on this project;
- (b) That a further report be submitted to a future meeting of the Board providing details of the overall waste collection service throughout Leeds.

**234 Scrutiny Board (Environment and Neighbourhoods) Statement on the Enforcement of Dog Fouling**

The Director of Environment and Neighbourhoods submitted a report presenting the proposed responses to the recommendations of the Scrutiny Board (Environment and Neighbourhoods) following the publication of a statement by the Scrutiny Board in February 2009 on the enforcement of dog fouling.

**RESOLVED** – That the proposed responses to the recommendations of the Scrutiny Board (Environment and Neighbourhoods), as detailed within the submitted report, be approved.

## **NEIGHBOURHOODS AND HOUSING**

### **235 Leeds Prevent Programme**

A report was submitted by the Director of Environment and Neighbourhoods outlining the strategic context to the current national focus on Preventing Violent Extremism which was referred to as 'Prevent', and providing an update on the development of the approach to such work in Leeds.

#### **RESOLVED –**

- (a) That the progress which has been made on the Leeds Prevent programme be noted;
- (b) That the Executive Member for Neighbourhoods and Housing be nominated to represent the city at the initial meeting convened by the Local Government Association to discuss the Prevent Elected Member Engagement programme;
- (c) That the Chief Executive be requested to write to both the Editor and the Managing Director of the Yorkshire Post newspaper on behalf of the Council, expressing the disappointment felt in relation to the coverage that a recent event promoting the safeguarding of children and young people had received in that publication.

### **236 Council Rents 2009/2010**

The Director of Environment and Neighbourhoods submitted a report outlining proposals for amending Council rents for the period 2009/2010, and advising of the implications that such amendments would have on the 2009/10 Housing Revenue Account budget and housing subsidy grant. The proposals had arisen in response to the government's recent revision to the national guideline for rent increases.

#### **RESOLVED –**

- (a) That the full cash change in housing subsidy be passed onto tenants and matched by the change in the average rent for 2009/10;
- (b) That in light of the timescales, the decision on the new rent change be delegated to the Director of Environment and Neighbourhoods, in consultation with the relevant Executive Member, with a further report being submitted to Executive Board on 13<sup>th</sup> May 2009 which details the costs incurred by the implementation of this change.

## **CHILDREN'S SERVICES**

### **237 Deputation to Council - 'Leeds Schools Together' Opposing Proposals for Academies in Leeds**

The Chief Executive of Education Leeds submitted a report in response to the deputation to Council from the 'Leeds Schools Together' organisation on 28<sup>th</sup> January 2009.

#### **RESOLVED –** That the following be noted:

- (a) The issues presented through the deputation were similar to those raised during the consultations on the future of South Leeds and Intake



High Schools and had been presented in detail to the December Executive Board meeting;

- (b) When making decisions on the future of these schools, the Executive Board were already aware of the concerns expressed in the deputation.

**238 Revised Membership of the Admission Forum in the New School Admissions Code**

A report was submitted by the Chief Executive of Education Leeds on the main provisions of the revised Code of Practice on Admissions and the regulations governing the establishment and core membership of a mandatory Admission Forum.

**RESOLVED –**

- (a) That the contents of the report be noted;
- (b) That the core membership of the Admission Forum, as proposed at paragraph 3.3 of the submitted report be noted, with the Chief Executive being requested to write to the Secretary of State for Children, Schools and Families on behalf of all Group Leaders expressing concern and seeking a review in relation to the revisions to Local Authority representation on the Admission Forum, as detailed within the new School Admissions Code.

**239 Annual Consultation on Admissions Arrangements for September 2010**

The Chief Executive of Education Leeds submitted a report outlining the proposed admission numbers, the Local Authority admission policy in addition to the admission arrangements for September 2010.

**RESOLVED –** That the following proposals be approved for implementation in the 2010 admission round:

- (a) Giving a higher priority to children with a high level of need, but for whom a statement has not been sought;
- (b) Prioritising Looked after Children and those recently adopted;
- (c) Formalising the acceptance of an offered place;
- (d) Variation to the late applications process;
- (e) Changes to school admission numbers:-

Brownhill Primary	45 to 60
Whitkirk Primary	45 to 60
Mill Field Primary	30 to 45
Moor Allerton Hall Primary	45 to 60
Deighton Gates Primary	60 to 30
Calverley C/E Primary	40 to 45
Bruntcliffe High	270 to 240

**240 Children's Services Improvement Projects**

The Director of Children's Services and Chief Executive of Education Leeds submitted a joint report outlining proposals relating to five major children's services improvement projects. The report detailed how such projects would impact upon a range of issues including regeneration, the city's economy,

investment, employment and helping to deliver improved outcomes for children and young people in Leeds.

**RESOLVED** – That the contents of the overview report be noted.

(Minutes 240(a) to 240(e) refer respectively to each specific project).

- (a) Swallow Hill Community College – Annexe Design and Cost Report  
The Chief Executive of Education Leeds submitted a report on proposals to undertake works in respect of the Swallow Hill Community college annexe, which included the purchase of new ICT equipment and providing network connectivity to the College.

**RESOLVED** –

- (a) That the ICT infra-structure and refurbishment investment proposals be approved with the refurbishment element being delivered through the Local Education Partnership, and that authority be given to proceed with the purchase and implementation of the new ICT equipment;
- (b) That authority be given to incur expenditure of £612,600 on new technology which will initially be used at the temporary annexe site before transferring to Swallow Hill, and that authority be given to incur further expenditure of £302,000 from the approved capital programme on refurbishment costs.
- (b) Morley High School – New Music Block  
The Chief Executive of Education Leeds submitted a report on proposals to provide a new music block at Morley High School.

**RESOLVED** –

- (a) That the design proposals in respect of the scheme to construct a new music teaching block at Morley High School at an estimated total cost of £1,000,000 be approved;
- (b) That authorisation be given to incur expenditure of £800,000 from capital scheme 14861/PH1/MOR.
- (c) Bruntcliffe High School – New Science Block  
A report was submitted by the Chief Executive of Education Leeds on proposals to provide a new science block at Bruntcliffe High School.

**RESOLVED** –

- (a) That the design proposals in respect of the scheme to construct a new science teaching block at Bruntcliffe High School at an estimated total cost of £1,600,000 be approved;
- (b) That authority be given to incur expenditure of £1,400,000 from capital scheme 14861/PH1/BRU.
- (d) Bankside Primary School – Construction of New School Accommodation

Further to minute 39, 16<sup>th</sup> July 2008, the Chief Executive of Education Leeds submitted a report detailing a proposal to demolish the existing 2 form entry Bankside Primary School building, and rebuild in a 3 form entry format.

**RESOLVED –**

- (a) That the content of the report be noted;
- (b) That the scheme proposals to rebuild of Bankside Primary School, as described in section 3 of the submitted report, be approved;
- (c) That authority be given to incur capital expenditure of £9,018,900 in respect of construction costs and fees.

(e) South Leeds Integrated Youth Centre

Further to minute 184, 8<sup>th</sup> February 2008, the Head of Integrated Youth Support Service submitted a report on proposals to build an integrated high quality youth centre for the benefit of young people from South Leeds on the site of the former Merlyn Rees High School.

**RESOLVED –** That authority be given to spend £4,979,376 of 'myplace grant funding' to facilitate the establishment of South Leeds Integrated Youth Centre.

**241 Proposals for Changes to Primary Provision in the Richmond Hill Area**

Further to minute 148, 3<sup>rd</sup> December 2008, the Chief Executive of Education Leeds submitted a report advising of the outcomes from the consultation exercise undertaken on the linked proposals to expand Richmond Hill Primary School by one form of entry, add new community specialist provision for children with special educational needs (SEN), and close neighbouring Mount St Mary's Catholic Primary School.

**RESOLVED –** That approval be given to publish a statutory notice on the linked proposals enlarge Richmond Hill Primary School by one form of entry, establish community resourced provision for children with a statement of special educational needs at the new Richmond Hill Primary School and close Mount St Mary's Catholic Primary School.

**242 Update on the Locations for Boston Spa and Wetherby Children's Centres**

Further to minute 174, 14<sup>th</sup> January 2009, the Acting Chief Officer for Early Years and Integrated Youth Support Service submitted a report providing an update on the proposed location of Wetherby Children's centre scheduled to be built by April 2010 and notifying a possible change to the exact location of Boston Spa Children's centre on the site of Deepdale Community Centre.

**RESOLVED –** That the location of Wetherby Children's Centre on the site of Wetherby High School be approved, and that the possible revised siting of Boston Spa Children's Centre within the site of Deepdale Community Centre be noted.

**243 Children's Services Update: JAR and APA Progress and Safeguarding Activity**

The Director of Children's Services submitted a report providing an update on the progress made against the recommendations from the Joint Area Review Inspection of Children's Services, an update on the progress made against the 'areas for development' identified through the Annual Performance Assessment of Children's Services, summarising the work undertaken to date in 2009 to review the safeguarding of children and young people in Leeds and outlining the next steps to strengthen practice in this area.

Following consideration of appendix 2 to the report designated as exempt under Access to Information Procedure Rule 10.4(1) and (2) which was considered in private at the conclusion of the meeting it was

**RESOLVED –**

- (a) That the progress made against the Joint Area Review Action Plan and Annual Performance Assessment 'areas for development' be noted along with the actions which are currently underway and those which are proposed to strengthen performance against safeguarding priorities;
- (b) That a report relating to confederations with respect to 14-19 provision, and a report relating to the educational attainment levels of Looked after Children be submitted to the Board for consideration.

**244 Response to the Children's Services Scrutiny Board Inquiry into the Multi-Agency Support Team**

The Director of Children's Services submitted a report presenting the proposed responses to the recommendations of the Scrutiny Board (Children's Services) following the Board's inquiry into the Multi-Agency Support Team (MAST). The report also detailed how the Director of Children's Services proposed to respond to the recommendations.

**RESOLVED –** That the proposed responses to the Scrutiny Board (Children's Services) recommendations, as detailed within the submitted report, be approved.

**ADULT HEALTH AND SOCIAL CARE**

**245 Deputation to Council - Social Service Users Regarding Adult Social Care Management**

The Director of Adult Social Services submitted a report in response to the deputation to Council from representatives of Social Services users on 28<sup>th</sup> January 2009.

**RESOLVED –**

- (a) That the progress made in relation to implementing the measures described in the 'Putting People First' publication, in addition to the development of personalised services be noted;
- (b) That the full engagement process of a wide number of stakeholders in developing the service changes be noted;

Draft minutes to be approved at the meeting  
to be held on Wednesday, 13th May, 2009

- (c) That the ongoing review of information and support for individuals affected by the service changes made, including the plan to commission a range of appropriate support services, be noted;
- (d) That the intention to submit further reports on the progress made to the Executive Board in May and October 2009 be noted;
- (e) That the engagement with the Member Task Group and Scrutiny Board as part of the process to develop the Local Authority's response to the current challenges which exist in this field be noted.

**246 Valuing People Now - Introduction of a National and Local Strategy for People with Learning Disabilities**

The Director of Adult Social Services submitted a report advising of the recent publication of the 'Valuing People Now' document, a national 3 year strategy for people with learning disabilities. The report also provided an update on the development of a learning disability strategy and action plan for Leeds.

**RESOLVED –**

- (a) That the publication of the latest 'Valuing People Now' documents and the wide ranging proposals they make in relation to improving the lives of people with learning disabilities be noted;
- (b) That the implications for the Council, particularly in relation to the requirements for all organisations to meet the requirements of 'Valuing People Now' be noted;
- (c) That the Leeds Learning Disability Strategy 'Putting People at the Centre', and the Overview Action Plan be approved as the local mechanism to support the local delivery of the requirements associated with Valuing People Now;
- (d) That a further report be submitted to a future meeting of the Board providing information relating to the agreements reached on the requirement to transfer remaining commissioning responsibility from NHS Leeds (Leeds PCT) to Leeds City Council from the commencement of the 2009/10 financial year in the terms set out within section 6 of the submitted report for the continuing greater benefit of people with learning disabilities.

**CENTRAL AND CORPORATE**

**247 Progress Report on PPP/PFI Programme in Leeds**

The Deputy Chief Executive submitted a report providing an update on the Council's current portfolio of PPP/PFI projects and programmes, highlighting the planned key activities of the projects and identifying any potential challenges arising from them. The report also began to address the employment opportunities which would be created as a consequence of the investment programme, commencing with the new Holt Park Well Being Centre.

**RESOLVED –** That the current status of the Council's portfolio of PPP/PFI projects and programmes be noted.

**248 Members' Improvements in the Community and Environment and Ward Based Initiative Schemes**

The Director of Resources submitted a report outlining proposals to update the Ward Based Initiative (WBI) scheme and the guidance on the Members Improvements in the Community and Environment (MICE) scheme.

**RESOLVED –**

- (a) That the revised eligibility criteria for WBI schemes, as outlined in paragraph 3.2 of the submitted report, be approved;
- (b) That authority be given to incur expenditure of £330,000 on the WBI scheme, subject to approvals in line with procedures set out in the Guidance Notes as detailed at Appendix A to the submitted report;
- (c) That the changes to the MICE scheme application process as detailed in paragraph 4.6 of the submitted report, be approved.

**DEVELOPMENT AND REGENERATION**

**249 Deputation to Council - Six Local Associations and Action Groups with regard to the future of the West Park Centre**

The Director of City Development submitted a report in response to the deputation to Council from six local associations and action groups on 28<sup>th</sup> January 2009.

The following options which related to the future of the West Park Centre were detailed within the report. It was noted that in accordance with the resolution of Full Council on 28<sup>th</sup> January 2009, whichever option was pursued, constructive discussions would be undertaken with all local Ward Members, with a view to keeping facilities for Youth and Community Work on site:

- (i) The Council retain and refurbish all of the current buildings at the Centre;
- (ii) The Council retain and refurbish some of the buildings at the Centre, or consider limited new build, whilst seeking to dispose of the balance of the developable part of the site;
- (iii) To close the Centre and to seek to dispose of the whole of the developable part of the site;
- (iv) To investigate the potential and advisability of transferring the ownership of all of the Centre to the local community;
- (v) To investigate the potential and advisability of transferring the ownership of some of the Centre to the local community or other partnership, and to seek to dispose of the balance of the developable part of the site.

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

**RESOLVED –**

- (a) That the issues raised in the deputation to Council and the responses provided be noted;

- (b) That the resolution of the Full Council meeting held on 28<sup>th</sup> January 2009 regarding the West Park Centre be noted;
- (c) That the conclusions of the submitted report be noted and that officers be instructed to undertake, as a matter of priority, consultation with the user groups and the community organisations in order to determine how their needs can best be met;
- (d) That officers be instructed to explore the options detailed at paragraph 4.2 of the report, and to report back to the Board in six months time with the results of the consultation and the options appraisal.

**250 A65 Quality Bus Initiative - Land Acquisition**

The Director of City Development submitted a report regarding the previously approved acquisition of land which was not in the City Council's ownership, in order to progress the A65 Quality Bus Initiative.

**RESOLVED** – That approval be given to incur expenditure of up to £2,500,000 from the Local Transport Integrated Transport scheme for the acquisition of third party lands necessary for the implementation of the A65 Quality Bus Initiative.

(The matter referred to in this minute was not eligible for Call In on the basis that authorisation to incur expenditure in order to acquire land for this scheme was a necessary consequence of the decision taken by Executive Board on 4th April 2007).

**251 Climate Change Strategy**

A report was submitted by the Director of City Development providing Executive Board with an opportunity to comment upon the 'Leeds Climate Change Strategy: Vision for Action', prior to its submission to Full Council for formal approval.

**RESOLVED** –

- (a) That the 'Leeds Climate Change Strategy: Vision for Action' be agreed prior to its submission to Full Council for formal approval;
- (b) That a further report be submitted to the Board outlining the actions which have been undertaken and are proposed to be undertaken in the future in order to meet the aims set out within the strategy.

**252 A639 Stourton Landslip**

The Director of City Development submitted a report on proposals to develop potential options to rectify a stability problem on the A639, near Leeds Valley Park roundabout resulting from a landslip.

Following consideration of Appendix 1 to the report designed as exempt under Access to Information procedure Rule 10.4(3) and (5) which was considered in private at the conclusion of the meeting it was

**RESOLVED** – That authority be given to incur additional expenditure of £245,000 to enable the continuation of design options for a solution to the

problems on the A639 in the vicinity of the Leeds Valley Park Roundabout resulting from a landslip which will be funded from Contingency Scheme No 01371 within the approved Capital Programme.

**253 City Development Scrutiny Inquiry into Residents' Parking Schemes**

The Chief Environmental Services Officer and the Director of City Development submitted a joint report presenting the proposed response to the recommendations of the Scrutiny Board (City Development) following the Board's inquiry into Resident Permit Parking Schemes (RPPS).

**RESOLVED** – That the response of the Director of City Development and the Chief Environmental Services Officer to the recommendations of the Scrutiny Board (City Development) be noted and that, for the reasons now stated, no action be taken by officers to implement these recommendations.

DATE OF PUBLICATION: 3<sup>RD</sup> APRIL 2009

LAST DATE FOR CALL IN: 14<sup>TH</sup> APRIL 2009 (5.00 pm)

(Scrutiny Support will notify Directors of any items called in by 12.00 noon on 15<sup>th</sup> April 2009).