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## SCRUTINY BOARD (CITY DEVELOPMENT)

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Meeting to be held in Civic Hall, Leeds on  
Tuesday, 8th December, 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

S Armitage	-	Cross Gates and Whinmoor;
C Beverley	-	Morley South;
R Downes	-	Otley and Yeadon;
T Grayshon	-	Morley South;
R Harington	-	Gipton and Harehills;
M Lobley	-	Roundhay;
T Murray	-	Garforth and Swillington;
A Ogilvie	-	Beeston and Holbeck;
R Pryke (Chair)	-	Burmantofts and Richmond Hill;
D Schofield	-	Temple Newsam;
S Smith	-	Rothwell;
N Taggart	-	Bramley and Stanningley;
G Wilkinson	-	Wetherby;

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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:**  
**Stuart Robinson**  
**Governance Services**  
**Civic Hall**  
**LEEDS LS1 1UR**  
**Tel: 24 74360**

**Principal Scrutiny Adviser:**  
**Richard Mills**  
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# 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><b>No exempt items or information have been identified on the agenda</b></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 THE PREVIOUS MEETING</b></p> <p>To receive and approve the minutes of the last meeting held on 10<sup>th</sup> November 2009.</p>	1 - 8
7			<p><b>REQUEST FOR SCRUTINY - PEOPLE KILLED AND SERIOUSLY INJURED IN LEEDS</b></p> <p>To consider a report of the Head of Scrutiny and Member Development on a request for scrutiny on the number of people killed and seriously injured in Leeds.</p>	9 - 20
8			<p><b>REVIEW OF THE CONSERVATION TEAM</b></p> <p>To consider a report of the Director of City Development on the work and priorities of the Conservation Team.</p>	21 - 26
9			<p><b>QUARTER 2 PERFORMANCE REPORT 2009-10</b></p> <p>To consider a report of Head of Policy, Performance and Improvement presenting the Quarter 2 action trackers which summarised progress against the Leeds Strategic Plan improvement priorities relevant to the City Development Scrutiny Board for the first six months of 2009/10.</p>	27 - 56

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p data-bbox="676 181 1222 248"><b>CLIMATE CHANGE PLANNING FOR RENEWABLES</b></p> <p data-bbox="676 293 1350 398">To consider a report of the Director of City Development on progress in relation to Climate Change.</p>	57 - 66
11			<p data-bbox="676 510 1169 539"><b>RECOMMENDATION TRACKING</b></p> <p data-bbox="676 577 1410 792">To consider a quarterly report of the Head of Scrutiny and Member Development on recommendation tracking, with specific reference to further progress being made in implementing recommendations 3 and 4 of the Board's statement on the A660 corridor improvement.</p>	67 - 72
12			<p data-bbox="676 904 1003 934"><b>WORK PROGRAMME</b></p> <p data-bbox="676 978 1406 1193">To consider a 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 and the latest Executive Board minutes.</p>	73 - 100
13			<p data-bbox="676 1305 1233 1335"><b>DATE AND TIME OF NEXT MEETING</b></p> <p data-bbox="676 1379 1378 1485">To note that the next meeting of the Board will be held on Tuesday 12<sup>th</sup> January 2010 at 10.00am (Pre meeting for Board Members at 9.30am)</p>	

# Agenda Item 6

## SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 10TH NOVEMBER, 2009

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

Councillors S Armitage, C Beverley,  
R Downes, T Grayshon, M Lobley,  
T Murray, A Ogilvie, D Schofield, S Smith,  
N Taggart and G Wilkinson

### 57 Chair's Opening Remarks

The Chair welcomed everyone to the November meeting of the Scrutiny Board (City Development).

### 58 Declaration of Interests

a) The following personal interests were declared:-

- Councillor R Downes in his capacity as Chair of the West Yorkshire Passenger Integrated Authority (Agenda Item 8) (Minute 64 refers)
- Councillor D Schofield in his capacity as a Member of 'Railfuture' (Agenda Item 8) (Minute 64 refers)

b) The following personal and prejudicial interest was declared:-

- Councillor N Taggart in his capacity as a Planning and Environmental Planning Consultant representing a number of groups outside the Leeds area in relation to consultation on rail services (Agenda Item 8) (Minute 64 refers)

### 59 Late Items

The Chair informed the meeting that in relation to the current position with regards to the Section 106 Planning Agreements item (Minute 63 refers), he had agreed to admit to the agenda an additional document as supplementary information providing a breakdown of the total uncommitted balances of Section 106 monies in respect to greenspace and play areas, affordable housing, education and community benefits on a ward by ward basis.

### 60 Apologies for Absence

An apology for absence was received on behalf of Councillor R Harington.

### 61 Minutes of the Previous Meeting

**RESOLVED** – That the minutes of the previous meeting held on 13<sup>th</sup> October 2009 be confirmed as a correct record.

### 62 Planning Enforcement Service - Update Report

Referring to Minute 108 of the meeting held on 21<sup>st</sup> April 2009, the Chief Planning Officer submitted a report updating the Board on the Planning Enforcement Service.

Draft minutes to be approved at the meeting  
to be held on Tuesday, 8th December, 2009

The following officers were in attendance and responded to Members' queries and comments:-

Phil Crabtree, Chief Planning Officer, City Development  
Martin Sellens, Head of Planning Services, City Development  
Jim Wigginton, Planning Compliance Manager, City Development

In summary, specific reference was made to the following issues:-

- the importance of the department using plain English when writing to members of the public on planning issues  
*(The Chief Planning Officer responded that plain English was used in correspondence, where ever possible, however from time to time technical language was unavoidable particularly with regard to legal definitions )*
- the value of the 'Key Cases report' which commenced at the end of 2008 and the department now provides to Councillors on a two monthly basis (the next report was due at the beginning of December). Members requested that as a 'one off' they should be advised of all enforcement cases within their ward and the progress of each to assist them when dealing with constituents on planning issues  
*(The Planning Compliance Manager responded and commented that this would be provided through the case liaison meetings that have been trialled and which were to be arranged with all Ward Councillors over the coming months)*
- the suggestion that officers consider introducing a simple leaflet aimed at explaining to residents the enforcement process  
*(The Head of Planning Services agreed to discuss the possibility of introducing a process map with colleagues which would also be accessible through the Council's internet site)*
- the resumption of the monitoring and enforcement of the additional controls over the display of landlords and property agent letting Boards in the Headingley/Hyde Park area now that a new direction had been issued by the Secretary of State; the original having expired in late 2007  
*(The Head of Planning Services responded and confirmed that this would require robust enforcement in the 2010 letting season and adequate resourcing.)*
- clarification of a particular case near Otley involving garden extensions into the Green Belt which were operating contrary to planning policies
- the back log of cases, enforcement priorities and clarification as to whether the establishment level of the Compliance team of 13.5 FTE posts was adequate in relation to effectively progressing enforcement actions and how the numbers compared to other Core Cities  
*(The Head of Planning Services responded and confirmed that Leeds compared favourably with other Core Cities on enforcement, but that a budget deficit of £800,000 on planning fees meant the department was having to look at alternative sources of funding. They would shortly be asking Area Committees to consider pooling resources to employ a*

*dedicated enforcement officer for their areas to provide a more proactive service that would help reduce the backlog of cases and enable issues specific to those areas to be tackled more effectively. The Chief Planning Officer confirmed that with on costs an enforcement officer would cost in the region of £40k )*

- clarification as to whether there was a limit on the number of retrospective planning applications and the definition of the word 'harm' in this respect  
*(The Chief Planning Officer and the Planning Compliance Manager responded and gave a brief outline of the restrictions imposed for submitting repeat planning applications, together with the statutory and non statutory definitions of 'harm')*
- the need for Enforcement Officers to take a more proactive role, especially in relation to those sites/buildings flagged by Elected Members e.g. Elmfield school  
*(The Chief Planning Officer responded and confirmed that in the case of the demolition of Elmfield school, no breach of planning control was involved and so no action could have been taken in that instance. Enforcement Officers would continue to monitor and visit sensitive sites with regular reports back to Elected Members)*
- clarification if (i) cost was a consideration in taking prosecution action and (ii) if costs awarded to the Council could be disputed in relation to those prosecution cases brought before the courts  
*(The Planning Compliance Manager responded and confirmed that, (i) subject to determining that the evidential and public interest tests supported the action proposed, the cost of taking prosecution action was not a factor in deciding whether or not to proceed and (ii) costs awarded by the courts were subject to challenge and, if not paid, had to be recovered by the Council and so the Council may receive less than the headline figure in some cases)*
- clarification of the 'out of hours' contingency arrangements for urgent planning matters  
*(The Head of Planning Services responded and outlined the current arrangements)*
- the need for training to be enhanced and improved for relevant staff within the Council in planning and enforcement  
*(The Planning Compliance Manager and the Head of Planning Services responded and outlined that joint training had taken place involving Planning Services/Building Control/Streetscene Services and Legal Services. They accepted that more joint training could be provided in this important area)*

**RESOLVED –**

- a) That the content of the report be noted.
- b) That this Board endorses the approach set out in Section 6.0 of the report to take forward measures to establish a clear set of priorities for taking enforcement actions and to establish a programme for dealing with the backlog of cases, utilising all available resources to assist in the process.

- c) That this Board endorses the approach being made to the Area Committees to seek funding for additional resources for planning enforcement to address current case loads.
- d) To note the arrangements being made to extend the case liaison meetings to all Ward Councillors which would include details of all enforcement cases in progress within their wards.

(Councillor N Taggart joined the meeting at 10.30am during discussions of the above item)

### **63 The Current Position with Section 106 Planning Agreements**

Referring to Minute 51 of the meeting held on 13<sup>th</sup> October 2009, the Chief Planning Officer submitted a report on progress in relation to Section 106 Planning Agreements.

The purpose of the report was to provide the Scrutiny Board with:-

- i) an overview of the current system for managing Section 106 Agreements in Leeds
- ii) A breakdown of funds generated from Section 106 Agreements in Leeds and protocols for spending sums

A document entitled 'Uncommitted sums broken down by ward' covering Greenspace and Play areas; Affordable Housing Sums; Education Sums and Community Benefits Sums was circulated as supplementary information to assist the Board in their deliberations.

The following officers were in attendance and responded to Members' queries and comments:-

Phil Crabtree, Chief Planning Officer, City Development  
Paul Gough, Team Leader, Strategy and Policy, City Development  
Clare Munnely, Planning Agreement Manager, City Development

In summary, specific reference was made to the following issues:-

- clarification of the £17 million figure of unspent Section 106 monies and why the Yorkshire Evening Post decided to publish this misleading figure  
*(The Chief Planning Officer and the Team Leader, Strategy and Policy responded and provided the meeting with a breakdown of expenditure with specific reference to the ring fencing process)*
- the view that on the evidence presented this was an extremely unbalanced and unfair article by the Yorkshire Evening Post on this matter and that consideration should be given to making a formal complaint to the Press Complaints Commission
- that ward members were required to approve all Section 106 schemes and the opportunities available to spread benefits across ward



boundaries. Specific reference was made, in particular, to the City and Hunslet ward

*(The Chief Planning Officer responded and confirmed that a meeting on this specific issue would be held with interested parties in the near future)*

- clarification of the £31m figure in relation to sums not yet received from signed Section 106 agreements with specific reference to funding the Eastgate Quarter development

*(The Chief Planning Officer and the Team Leader, Strategy and Policy responded and outlined the current funding criteria. The Board noted that the Eastgate Quarter development had not yet started and as a result it was notional money until the development commenced)*

- the concern expressed that 'trigger points' were not rigorous enough with specific reference to Thorpe Park as an example

*(The Chief Planning Officer responded and confirmed that the process was extremely rigorous, robust and transparent from start to finish)*

- clarification if the Council negotiated thoroughly on certain types of buildings

*(The Chief Planning Officer responded and informed the meeting that the department were more stringent than other Core Cities in respect of affordable housing)*

- clarification if it was an acceptable practice to move from greenspace to highways developments in relation to Section 106 legal agreements

*(The Team Leader, Strategy and Policy responded and informed the meeting that this practice was not possible as new agreements would be required)*

- the need for Board Members to be provided with a series of process maps on income, expenditure and enforcement

*(The Team Leader, Strategy and Policy responded and agreed to e mail Members with details via the Board's Principal Scrutiny Adviser)*

- clarification of a specific scheme which showed expenditure of only £200

*(The Planning Agreement Manager responded and thought that it could be a residual amount left from a scheme. She agreed to check this amount and e mail Members with the specific details via the Board's Principal Scrutiny Adviser)*

- clarification of what the department had done to respond to the newspaper article

*(The Chief Planning Officer responded that a detailed response had been provided to the Editor of the Yorkshire Evening Post on each of the points raised in the article. In addition, the Deputy Leader of Council and a senior officer had met with the Editor to explain the position and refute the allegations made)*

- the need to include in any publicity the schemes that are funded or part funded by Section 106 monies in order to raise the profile of this important funding source

*(The Team Leader, Strategy and Policy acknowledged that more could be done in this regard)*

- the view that the Chair should write to the Executive Member, Development and Regeneration seeking the outcome of his meeting

with the Editor of the Yorkshire Evening Post and whether he considered taking this matter further with the Press Complaints Commission

**RESOLVED –**

- a) That the content of the report be noted.
- b) That the Chair, on behalf of the Board, be requested to write to the Executive Member, Development and Regeneration seeking the outcome of the meeting with the Editor regarding the newspaper article and whether he intended to pursue this further through the Press Complaints Commission.

(Councillor T Grayshon joined the meeting at 11.30am during discussions of the above item)

(Councillor C Beverley left the meeting at 11.40am during discussions of the above item)

(Councillor R Downes and Councillor N Taggart left the meeting at 11.50am at the conclusion of the above item)

**64 Leeds City Region Transport Strategy**

The Director of City Development submitted a report on the Leeds City Region Transport Strategy.

Appended to the report was a copy of a document entitled 'Leeds City Region Partners – Leeds City Region Transport Strategy – Executive Summary' for the information/comment of the meeting.

The following officers were in attendance and responded to Members' queries and comments:-

Gary Bartlett, Chief Officer, Highways and Transportation, City Development  
Dave Gilson, Head of Transport Policy, City Development

In summary, specific reference was made to the following issues:-

- clarification as to whether other city regions were working on the same timescales in relation to producing a Transport Strategy Vision  
*(The Head of Transport Policy responded and informed the meeting that, as far as he was aware, Leeds City Council was currently a little ahead of everyone else in this matter)*
- clarification of the governance arrangements for the transport strategy and when they would become operative  
*(The Chief Officer, Highways and Transportation responded and outlined the current position. He referred to the inquiry being undertaken by the Scrutiny Board (City and Regional Partnerships) on the Transport Governance Arrangements. He suggested that his report*

on transport governance issues considered by Scrutiny Board (City & Regional Partnerships) on 8th October be circulated to all Members of this Board for information)

- clarification of the split of funding that Leeds City Region receives compared to the contribution it made to the Region as a whole in GVA terms  
*(The Head of Transport Policy responded that he did not have this information at the meeting, but would circulate details on returning to the office. The Head of Transport Policy subsequently advised all Members of the Board that Leeds City Region contributed around 60% of the total GVA for the Yorkshire and Humber Region, but was only currently receiving around 40% in transport funding. Also, the latest Treasury figures showed that total transport spend per head in Yorkshire and the Humber was just **£239 compared to £826 in London** (that was less than 30% of the expenditure in London). Yorkshire and the Humber also fared less well than other regions (the North West received £309 and the West Midlands £269 per head respectively)*
- clarification of the current status in relation to road pricing  
*(The Head of Transport Policy responded and confirmed that this was being considered as part of the ongoing Transport for Leeds Study. The DfT had indicated that they were still in a position to consider bids against the TIF fund, provided the bid included a charging proposal as part of any future strategy)*
- clarification if walking/cycling would be better addressed within the Transport Strategy Vision  
*(The Chief Officer, Highways and Transportation responded and confirmed that walking/cycling would be encouraged at all times and that he was keen to develop proposals in these areas within the document, subject to funding requirements and delivering the strategic themes)*
- clarification if there would be more Park and Ride schemes in areas where there was a fundamental need and were suitable  
*(The Chief Officer, Highways and Transportation and the Head of Transport Policy responded and confirmed that there would be more Park and Ride schemes developing, but no timescales could be given at this present time)*
- clarification of the latest position in respect of the new East Leeds Link (Junction 45)  
*(The Head of Transport Policy responded and outlined the current business case needs)*
- clarification of whether the current recession has had an impact on road usage  
*(The Head of Transport Policy responded and confirmed that there had been around a 2% drop in peak flows since last year)*

#### **RESOLVED –**

- a) That the content of the report and appendices be noted.
- b) The Board's Principal Scrutiny Adviser be requested to e mail Board Members with a copy of the report entitled 'Session 1 Inquiry

on the Integrated Transport Strategies for Leeds and the Wider Region – Transport Governance Discussion and Options Paper” previously considered at the Scrutiny Board (City and Regional Partnerships) meeting held on 8<sup>th</sup> October 2009, together with a copy of the Board’s resolution for their information/retention

(Councillor T Grayshon left the meeting at 12.05pm during discussions of the above item)

**65 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> November 2009 to 28<sup>th</sup> February 2010 and the Executive Board minutes of 14<sup>th</sup> October 2009 were also attached to the report.

**RESOLVED –**

- a) That the content of the report and appendices be noted.
- b) That the Executive Board minutes of 14<sup>th</sup> October 2009, together with the forward plan of key decisions for the period 1<sup>st</sup> November 2009 to 28<sup>th</sup> February 2010 be noted.
- c) That the Board’s Principal Scrutiny Adviser be requested to update the work programme to incorporate those updates requested at today’s meeting and to invite both Councillor A Carter and Councillor J Proctor to the next Board meeting to discuss the Quarter 2 Performance report.
- d) That this Board notes that the report on the review of the City Centre Loop would be presented to the January 2010 meeting for consideration.
- e) That a report be prepared by the Board’s Principal Scrutiny Adviser and the Chief Highways Officer for consideration at the next Board meeting in December 2009 on a request for Scrutiny from Councillor S Bentley concerning measures that can be introduced to reduce Leeds’ highest accident rate of killed or seriously injured in West Yorkshire, particularly by introducing 20mph/30mph zones both near schools and in residential areas.

**66 Date and Time of Next Meeting**

Tuesday 8<sup>th</sup> December 2009 at 10.00am (Pre-meeting for Board Members at 9.30am)

(The meeting concluded at 12.20pm)



Originator: Richard Mills

Tel: 247 4557

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

**Scrutiny Board (City Development)**

**Date: 8th December 2009**

**Subject: Request for Scrutiny on the number of people killed and seriously injured in Leeds**

Electoral Wards Affected: All

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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**1.0 Introduction**

- 1.1 A request for scrutiny has been received from Councillor Sue Bentley on the number of people killed or seriously injured in Leeds.
- 1.2 The reasons stated for her request is that the Council's Strategic Plan on page 40 indicator N147 shows "Leeds has the highest accident rate of killed or seriously injured (KSI) in West Yorkshire. An average of 364 KSI per annum taken over a three year period. We know if drivers reduce their speed they cause less serious injuries. In 2005 the DfT put the value to society of preventing a serious accident at £160,480, and then there is the grief and pain caused. The target for 2009/10 is 355 a reduction of 9 based on the 2005 figures. I make that a saving of £1.44m which should be used to improve pedestrian safety by introducing 20mph across the city particularly around our schools. If we travel slower presumably we cause less pollution as well?"
- 1.3 Councillor Bentley has been invited to attend today's meeting to explain further her request for scrutiny.

**2.0 City Development Department**

- 2.1 The Director of City Development has been invited to respond to this request and will be represented at the meeting. Any information provided in writing by the Directorate will be made available to Members of the Board as soon as it is available.

### **3.0 Options for Investigations and Inquiries**

- 3.1 When considering the request for Scrutiny, the Scrutiny Board (City Development) shall determine:
- what further information the Board needs before considering whether an inquiry should be undertaken
  - how the proposed inquiry meets criteria approved from time to time by the Scrutiny Advisory Group
  - whether the Inquiry can be adequately resource
  - whether an Inquiry should be undertaken

### **4.0 Recommendations**

- 4.1 The Scrutiny Board is asked to:
- (i) Consider the request for Scrutiny from Councillor Sue Bentley
  - (ii) Consider the response of the Director of City Development to the issues raised.
  - (iii) Determine whether the Board wishes to undertake further scrutiny of this matter on the evidence presented.

Background Papers

**None referred to**

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**Report of the Director of City Development**

***Scrutiny Board (City Development)***

**Date: 8 December 2009**

**Subject: ROAD CASUALTY TRENDS**

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**Electoral Wards Affected:**

ALL

**Specific Implications For:**

Ethnic minorities

Women

Disabled people

Narrowing the Gap

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**Executive Summary**

This report provides an analysis of the most recent road casualty data and provides comparisons with other West Yorkshire districts. It highlights current overall downward trend and the comparative road injury rate for Leeds which is below that of other districts.

This report provides an update on future proposals for the introduction of 20 mph zones in Leeds as part of the Local Transport Plan 2006-11 and their use as a measure for improving safety on the journey to school in the context of evidence which shows that over 90% of injuries to children on the school journey occur elsewhere than immediately outside school sites.

An overview of wider road safety education and enforcement activity is also provided in the report.

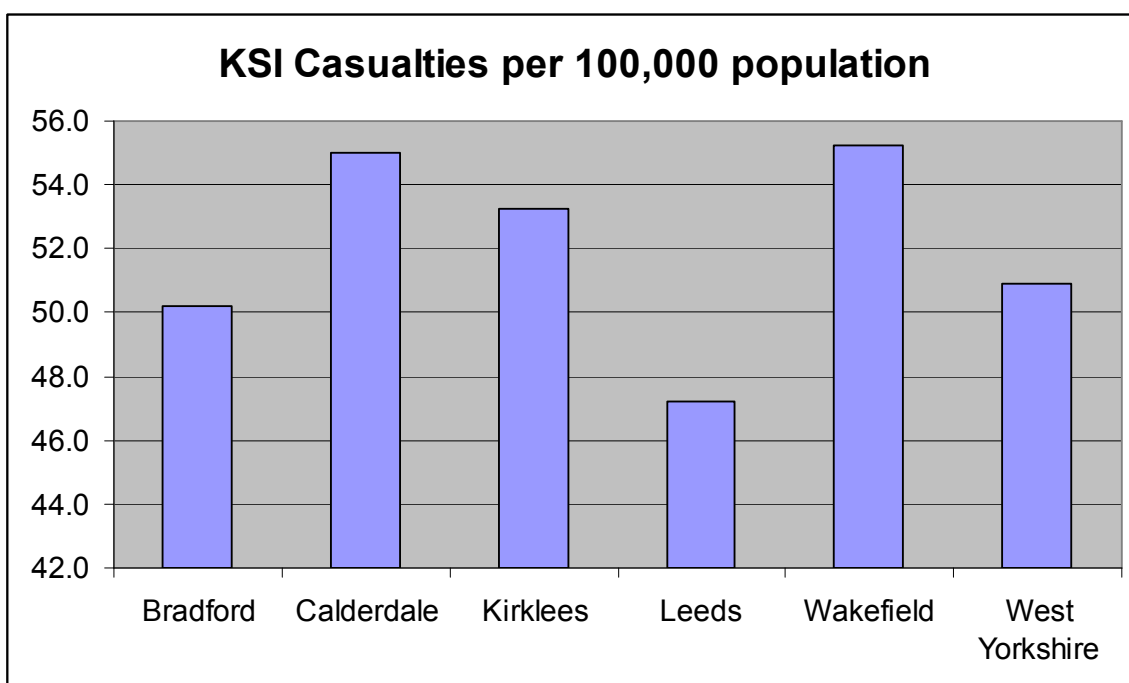
**1.0 Purpose Of This Report**

1.1 This report provides summary data and comparative analysis of road casualty data and trends to aid the Scrutiny Board's further consideration of this matter.

**2.0 Background Information**

2.1 This report is presented following a request from the Scrutiny Board for further information concerning the current situation of road casualties in the district and the role of 20 mph zones in the vicinity of schools to inform their further consideration of a request for further inquiry into these matters.

- 2.2 Road casualties are monitored on a continuing basis by City Development using road injury data provided by the police service. This data informs the Council's actions to improve road safety and contributes to the wider work of the pan West Yorkshire partnerships for road safety. It should be noted that the request for further scrutiny inquiry makes mention of the financial values used by the Department for Transport to quantify the costs of road casualties. The primary purpose of these figures is to allow for the appraisal of potential measures and therefore the valuation figures do not relate to the actual finance made available either at the local or the national level for the implementation of mitigation measures.
- 2.3 Figure 1 below illustrates the respective road casualty rate per head of population for all the West Yorkshire district council areas. This shows that Leeds district has the lowest rate in the area measured as an averaged over the three years 2005 to 2007 on which the road casualty indicator NI 47 is based (Appendix 2). Further details and analysis follow within the main body of this report.



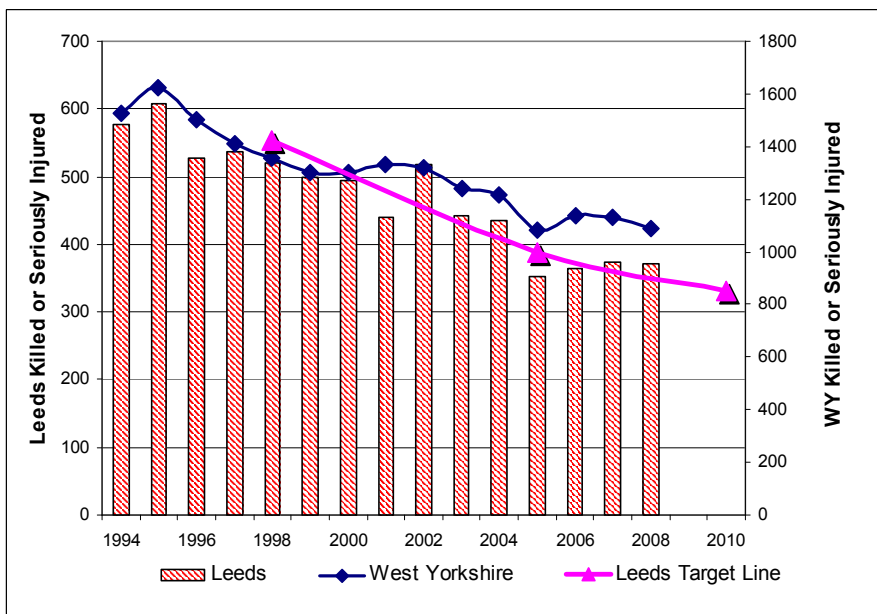
**Figure 1: West Yorkshire Killed or Seriously Injured Casualties per 100,000 Population (Average 2005 to 2007 for National Indicator 47 base)**

### 3.0 Main Issues

#### Overview of road casualty figures

- 3.1 Figure 2 below provides the annual perspective for KSI injuries recorded on Leeds roads. From this it can be seen that the long term trend in high severity casualties in Leeds continues in line with a downward trend, although the total has not changed a great deal over the last four years. However, the trend since 2005/6 is relatively flat and the totals for the last two years lie above the desired target line and the report will return to this point .

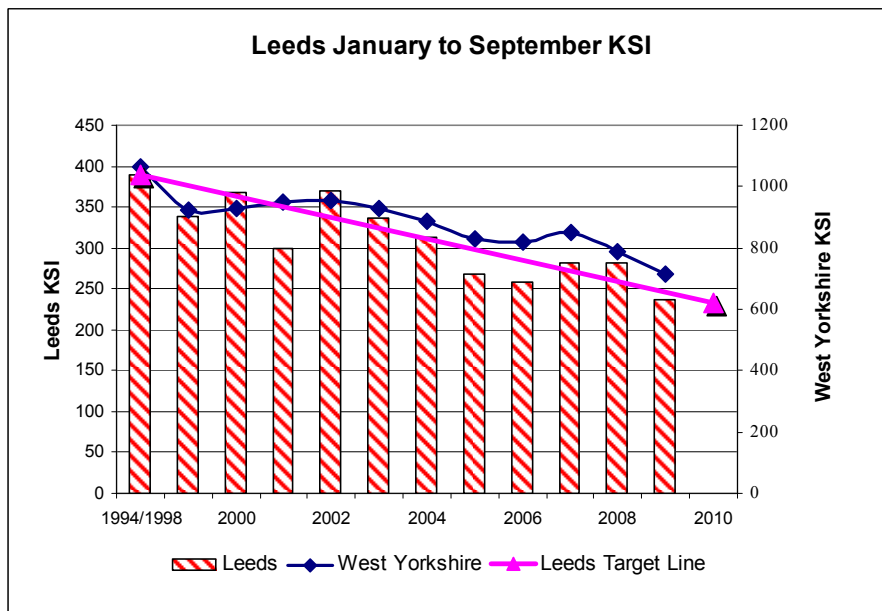




**Figure 2: Leeds KSI casualty trend 1994 to 2008**

3.2

Figure 3 below illustrates a current perspective for Leeds KSI casualties for the first three quarters of 2009. The total of 236 casualties, so far killed or seriously injured in 2009, is the lowest figure recorded for any January to September period. The long term downward trend had tended to flatten out during the previous four years and so the reduction for this year is very welcome. At this point of the year Leeds is on track to meet the 2010 target. It should be noted that the graph shows a “Target Line” projected to 2010. There is no implied Government target for the January to September period but this information is a guide as to how the District is performing at this stage in the year.



**Figure 3: Leeds KSI casualty trend third quarter comparison**

- 3.6 Appendix 1 provides further comparative data relating to Leeds's position and those of the other districts of West Yorkshire and illustrate purely the short term trend rather than the long term trends described above. However, the data's value lies particularly in illustrating the wide fluctuations which take place in numbers from year to year. This is most apparent in the smaller districts of Calderdale and Wakefield where a small number of single incidents can have a disproportionate affect. An overall comparison with wider regional performance for 2008 is provided in Appendix 3 which show that at the time Leeds sat firmly within the top quartile albeit at the time slightly below the target trajectory.

#### Road safety engineering and 20 mph zones

- 3.7 A range of road safety engineering schemes are developed and implemented each year. These programmes are identified on the following basis:
- Annual Road Injuries Report
  - Sites for Concern Report
  - Lengths for Concern Report
  - Areas for Concern Report
  - Detailed in-depth studies of particular sites
- 3.8 The actions arising from these analyses result in a range of engineering interventions to address the specific road injury problems identified, the main ones being:
- Local safety schemes to target small scale improvements, such as road signs, markings and surface treatments.
  - Traffic engineering measures such as junction improvements, traffic signals and pedestrian crossings.
  - Speed management measures including the use road safety and traffic light cameras where appropriate.
  - Area based treatments including 20 mph zones.
- 3.9 Whilst the approaches used to identify sites and lengths for concern typically accounts for around 30% of the casualties that occur in the Leeds district annually, the remaining 70% of casualties generally take place across the wider network in a dispersed and unpredictable pattern that cannot be readily targeted with site specific schemes. Twenty mph zones therefore target those areas with raised road injury rates where the distribution and disparate nature of the accidents indicates that a lower speed limit supported by traffic calming measures is an effective approach to casualty reduction.

- 3.10 Research over several years has shown that over 90% of injuries to children on the school journey occur beyond the immediate vicinity of the school. Analysis of the casualty data indicates, using the current five year average, that around 25% of all child casualties (approx 93 annually) occur during the times of a school journey. It is further estimated that 15 casualties annually (4% of the total) occur within 100 metres of a school, of which 5 casualties annually (5% of all school journeys) are estimated to occur near to a school on a school journey.
- 3.11 The 20 mph zone programme is designed to address the range of issues described in the previous section, including road safety on the school journey, in a comprehensive way. In line with the evidence described above, rather than following a blanket approach to providing 20 mph zones outside school entrances road safety in the wider local community is targeted since this has been shown to be more effective in addressing the overall patterns of child injuries, including those involving school students.
- 3.12 At present there are 29 20 mph zones in the Leeds District. These zones include 40 school locations either adjacent or within them. A further thirteen zones are being progressed for implementation during the period to March 2011. This will extend the coverage by a further 14 schools.

#### Road safety education and publicity

- 3.13 The Road Safety Promotions Unit provides a wide range of interventions aimed at reducing the overall number of casualties from road traffic collisions. These interventions are developed and delivered to target the various road user groups identified as being most at risk after careful analysis of the road accident data. Examples of interventions being delivered include:
- Education – All pupils in ‘Priority Area’ primary schools, Year 7 pupils and Year 11/12/13 pupils in secondary schools.
  - Training - Child pedestrian training, Cycle training and Powered Two Wheeler (PTW) Emergency Aid courses.
  - Publicity – “Seatbelt On?” campaign, PTW ‘Hot Route’ signs, PTW ‘Quality Yorkshire Riders’ website.
- 3.14 The child pedestrian casualty statistics are reviewed annually and this results in a dedicated team of road safety trainers delivering a comprehensive education and training programme to all primary pupils in the ‘Priority Areas’ where child pedestrians are identified as being at greatest risk. In addition to the education and training being provided in schools, the wider local community is also targeted with road safety information in the form of leaflets, posters and media reports etc. ‘Priority Areas’ previously identified and targeted include: Beeston, Holbeck, Harehills, Armley and Wortley. The most recently identified ‘Priority Area’ is Burmantofts and Richmond Hill.

## **4 Legal And Resource Implications**

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

## **5 Conclusions**

- 5.1 In order to assist Members consider the request for further enquiry into the road injury situation in Leeds, this report has provided summary information concerning the most up-to-date road injury trends and an overview of the Engineering, Education and Enforcement measures being taken to improve road safety. The report also provides the context for the use of 20 mph zones as part of these programmes and explains the role such measures play in contributing to the safety of children during their journey to school.

## **6 Recommendations**

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

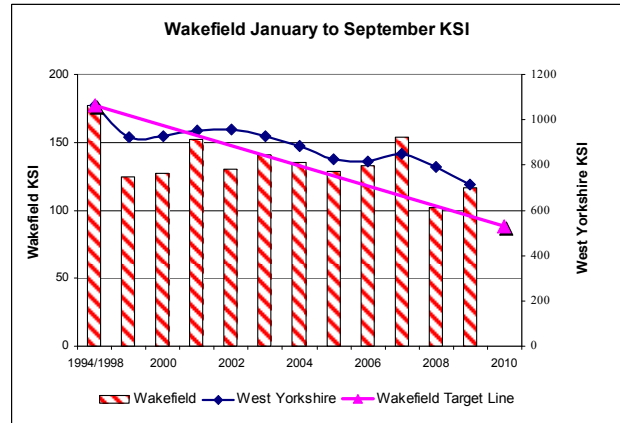
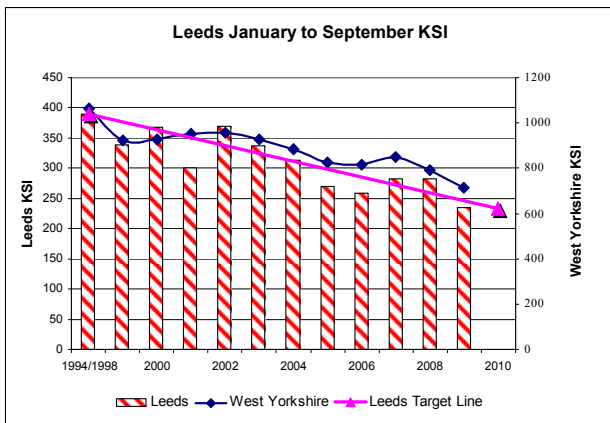
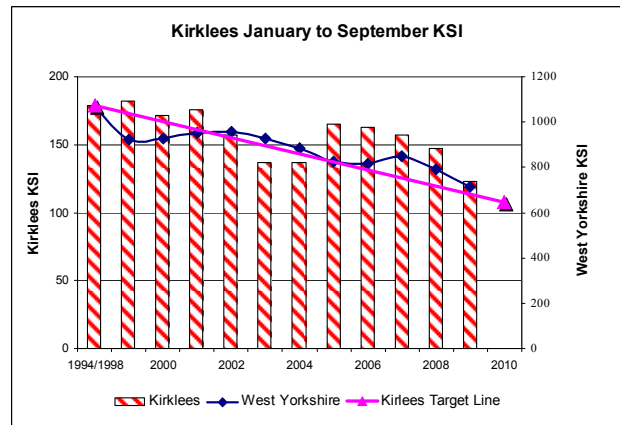
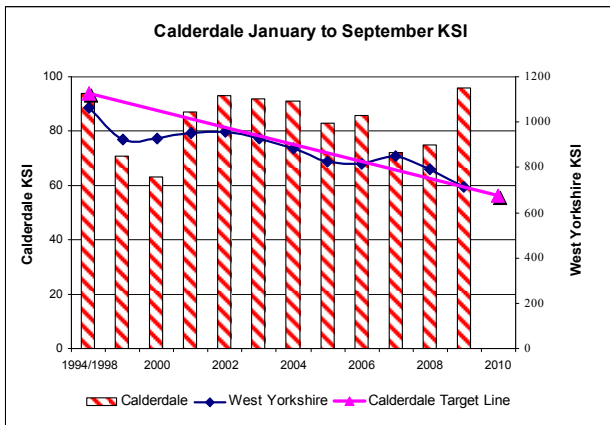
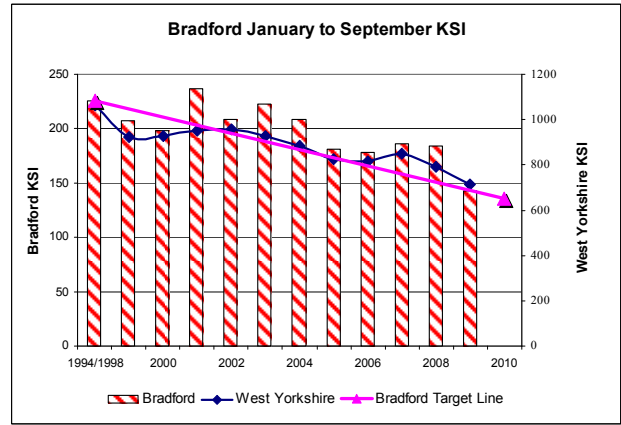
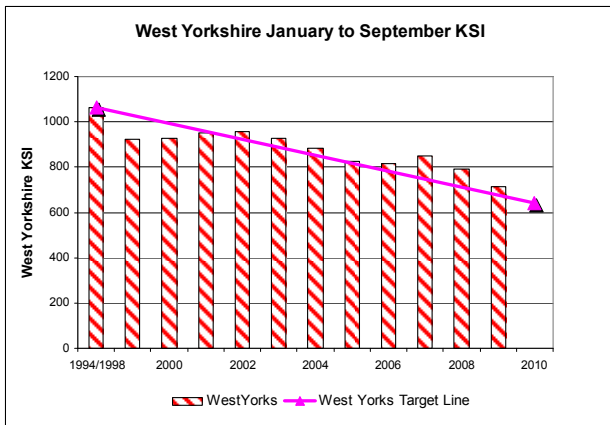
## **7 Background information**

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

- i) Leeds Road Injury Report 2008, Leeds City Council 2009
- ii) Leeds Site for Concern 2008, Leeds City Council 2009
- iii) Leeds Lengths for Concern 2008, Leeds City Council 2009

# APPENDIX 1

## West Yorkshire and District Comparisons January to September 2009, Killed or Seriously Injured



## APPENDIX 2

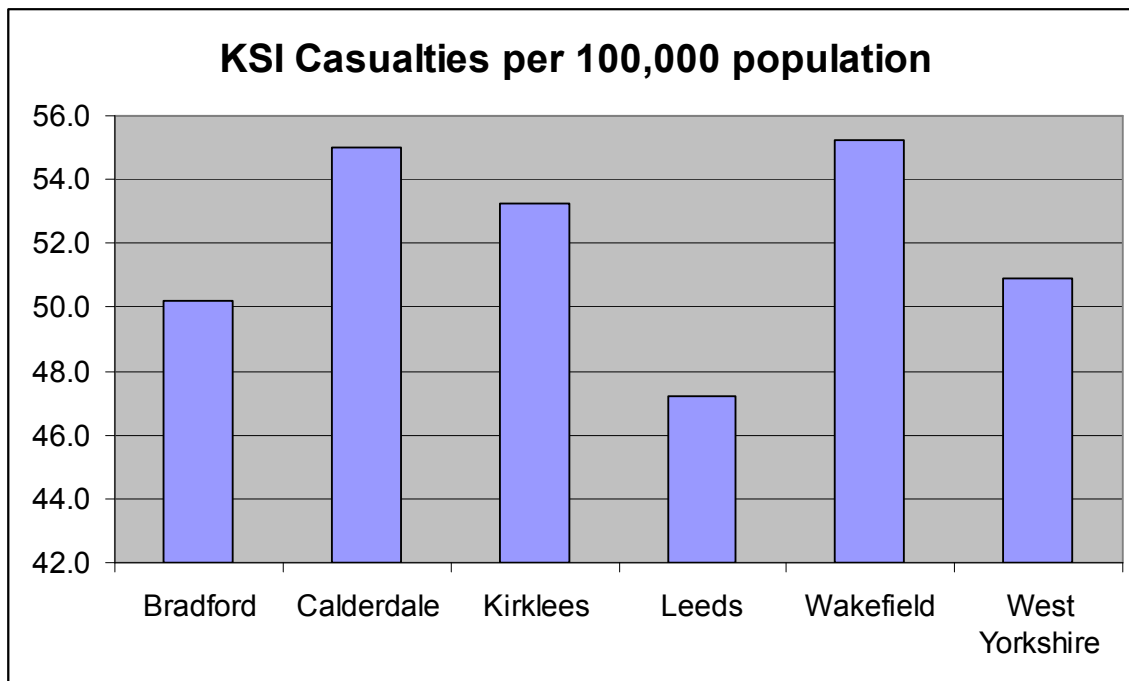
### West Yorkshire Killed or Seriously Injured Casualties per 100,000 Population

	NI47 Casualty Base	Population	Casualty Rate per 100,000 pop.
Bradford	252	501.7	50.2
Calderdale	111	201.8	55.0
Kirklees	215	403.9	53.2
Leeds	364	770.8	47.2
Wakefield	178	322.3	55.2
West Yorkshire	1120	2,200.6	50.9

Source:

Population: *Table 9 Local Authority Mid year 2008 estimate, Office for National Statistics*

Casualties: NI47 Casualty Base: *2005 to 2007 average, West Yorkshire District Councils*



### APPENDIX 3: KSI STATISTICS FOR THE YORKSHIRE AND HUMBER REGION

All KSI's

Local Authority Performance for 06/08Av (from 94/98AV baseline)

Hull	-40.10%	
NYCC	-36.60%	2008 Target
Leeds	-33.20%	
Rotherham	-32.20%	
Wakefield	-30.10%	
N. Lincs.	-26.90%	Y&H Average
EROY	-18.90%	
Kirklees	-17.40%	
Barnsley	-16.80%	
Bradford	-15.70%	
NE Lincs	-15.70%	
York	-15.10%	
Sheffield	-14.20%	
Calderdale	-11.10%	
Doncaster	-0.90%	
Y&H Region	-25.80%	

2008 Target = -36% (Approx.)

Source: Government Office for Yorkshire and the Humber 2009

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## Report of the Director of City Development

Scrutiny Board: City Development

Date: 8 December 2009

Subject: Review of the Conservation Team

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**Electoral Wards Affected: ALL**

Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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### 1 PURPOSE OF REPORT

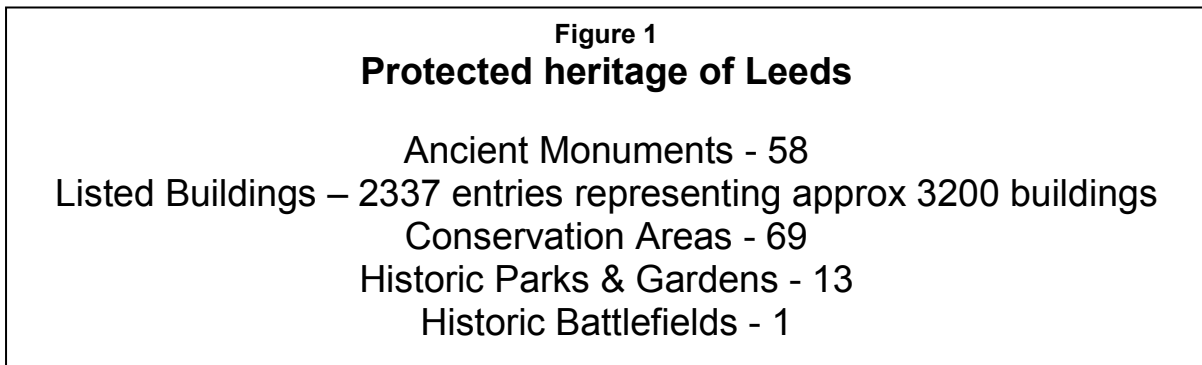
- 1.1 To update the Board at its request on the work and priorities of Conservation Team following an initial report considered at the meeting on 22 January 2008.

### 2 INTRODUCTION

- 2.1 Conservation Team provides a service through the planning system for the management of the historic environment of Leeds. As such it is part of the Council's work as local planning authority. Operationally the Team is part of the Sustainable Development Unit headed by Dr Tom Knowland and lies within the Planning & Sustainable Development division of City Development Directorate.

### 3 THE HISTORIC ENVIRONMENT OF LEEDS

- 3.1 The January 2008 report outlined the main features of the designated historic environment. It showed that following work with English Heritage to recognise the rich heritage of Leeds, the city now has more designated historic assets than any of the other Core Cities.
- 3.2 The picture has altered only marginally since then. The headline figures are given below.



#### 4 THE WORK OF THE TEAM

- 4.1** The Sustainable Development Unit (SDU) leads the City Development Directorate’s role in promoting sustainable development within the Council and at city-wide and regional levels. Conservation Team contributes to this by protecting and enhancing the built and natural environment through all aspects of SDU’s work.
- 4.2** The Leeds Strategic Plan 2008-11 includes as Improvement Priorities
- Improve the quality and sustainability of the built and natural environment.
  - Increase the sense of belonging and pride in local neighbourhoods that help to build cohesive communities.
- Conservation Team’s work in SDU is squarely in line with delivering these improvements.
- 4.3** The following is extracted and adapted from the current SDU Service Plan:

CONSERVATION TEAM provides

<p><b>Legal controls over</b></p> <ul style="list-style-type: none"> <li>• Designated assets in the historic environment including conservation areas</li> </ul> <p><b>Monitoring and stewardship</b></p> <ul style="list-style-type: none"> <li>• Providing input to Heritage Counts and other national datasets</li> <li>• Buildings at Risk work with Compliance and Building Control</li> </ul> <p><b>Raising awareness</b></p> <ul style="list-style-type: none"> <li>• Publishing guidance and advice</li> <li>• Researching and sharing information</li> <li>• Involving local communities and stakeholders</li> </ul>	<p><b>Finding creative solutions</b></p> <ul style="list-style-type: none"> <li>• Input to regeneration including THI projects</li> <li>• Input to townscape and landscape improvements in heritage areas</li> <li>• New uses for old buildings</li> </ul> <p><b>Influencing others</b></p> <ul style="list-style-type: none"> <li>• Developing and interpreting local and national policy</li> <li>• Assessing and advising on the impact of development</li> <li>• Working in partnership</li> </ul>
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- 4.4** Five areas have dominated the work of the Team over the last two years.

**4.4.1 Policy and monitoring** The Team provides a conservation input to national, regional and local policies, practices and monitoring. These have included contributions through

- Wording for the Core Strategy of the LDF
- Consultation response on the (ill-fated) Heritage Protection Bill
- Consultation response on the draft PPS 15 on Planning for the Historic Environment which included raising concerns about the need for central government funding to meet the expected higher demands on the Council's historic environment service. The new PPS is expected to become operational in the Spring if not deferred because of the general election.
- Consultation response on the Regional Heritage Strategy
- Information for Heritage Counts 2009 but not unfortunately for the English Heritage Conservation Areas at Risk 2009 assessment due to lack of staff time. It is hoped to contribute to the 2010 equivalent however.
- Contribution to the forthcoming SPD on Sustainable Design & Construction. This will reinforce the message that keeping existing buildings in use is directly beneficial to tackling climate change.

**4.4.2 Regeneration and partnership working** are most successful when the heritage dimension is added. The Team has advised on several major regeneration projects such as The Holbeck Urban Village and The Lower Aire Valley. It is contributing too to development work on the Flood Alleviation Scheme and the NGT. More directly significant has been the Team's work with Environment & Neighbourhoods Directorate on securing approval of £1.9 million of external funding from the Heritage Lottery Fund for Townscape Heritage Initiative schemes at Armley and Chapeltown. The schemes are now up and running and will deliver grants for conservation-based regeneration over the next five years. Already the Armley THI has topped up spending on the Town Street enhancements to allow paving to be done in natural stone befitting the conservation area. In Chapeltown the THI is grant-aiding enhancements to a parade of shops which will house amongst other things a studio and gallery as an outreach project by the Victoria & Albert Museum and the Royal College of Art. The Team is now developing a further bid to HLF for a THI at Lower Kirkgate in the centre of Leeds with the full support of English Heritage. If successful this would enable grants to be made for five years from 2012 for works including the restoration of the First White Cloth Hall, the region's oldest surviving cloth hall. Discussions are also underway with English Heritage to assess the scope for further partnership working including a possible conservation area grant scheme in part of the centre.

**4.4.3 Conservation Area Reviews** have been carried out in line with the duty on the Council to review from time to time those areas which it considers worthy of conservation area status and to bring forward proposals for their enhancement. The Team has sought to find more resources for this and has secured funding from several of the Council's Area Committees. This has allowed three temporary posts to be created and these Community Conservation Officers are now in their second year of the programme. To date 23 of the current total of 69 Conservation Areas have up-to-date conservation area appraisals, most with management plans to guide their future. 16 more are programmed for the rest of the year and discussions are underway with several of the Area Committees to continue the review next financial year. Results so far show that the conservation area work has been well-received by local communities and that it has brought real results from positive outcomes in planning work including a strong contribution to winning planning appeals. The City Centre Characterisation Project funded jointly with English Heritage and undertaken by Jacobs under the Strategic Design Alliance produced a further 10 draft conservation area appraisals within the city

centre. Unfortunately it has not proved possible to advance these to public consultation because of lack of staff time and this situation is unlikely to change in the near future.

**4.4.4 Listed building work** includes action to try to secure a future for those deemed At Risk and those vulnerable through neglect. Persuasion is used to try to encourage owners to act but in last resort legal action is taken to safeguard the most threatened buildings at risk (BARs) as happened at Seacroft Grange. In the last year the most high-profile BAR has been the Grade I Temple Works in Holbeck which has partially collapsed. The owners have carried out initial work to stabilise the building but need to demonstrate that the building is being made weathertight and that restoration work is intended before long. This case is one of several under review with the support and encouragement of English Heritage. There are now 96 buildings on the Leeds BAR Register representing 4% of the district's total. This compares with 3.3% in 2007, perhaps a reflection of the current economic situation. Twelve of the BARS are in the higher grade categories which place them also in the Heritage at Risk register compiled by English Heritage. There have been successes. The Team has helped to secure the restoration of Harewood Castle and is working to find planning solutions for most of the high grade BARs along with opportunistic work on some of the rest.

**4.4.5 Development** cannot be successful without an acknowledgement of its context and the Team works hard to try to ensure that all development is shaped by an understanding of local distinctiveness. Government policy increasingly stresses the need for this as demonstrated in Planning Policy Statement 1 and in the draft PPS 15 on Planning for the Historic Environment. Most listed building applications, conservation area applications and planning applications affecting designated heritage assets are referred to the Team for specialist advice to Planning Services. The Team has provided inputs to planning and development briefs and to planning appeals. It has also helped to demonstrate the benefits of finding solutions to the apparent conflict between heritage conservation and retrofitting old buildings to meet climate change requirements.

## **5 RESOURCES**

- 5.1** Conservation Team currently comprises six staff. The Team Leader works a reduced-hours week giving a staffing level of 5.8 FTE. Of these, the Team Leader and the two Senior Conservation Officers are qualified as planners and two have postgraduate diplomas in building conservation. The three temporary Community Conservation Officers have a variety of planning and archaeology backgrounds.
- 5.2** The conservation area review work has been possible only because temporary additional resources have been funded by the Area Committees at a cost of £110,000 annually. The work will cease if the funding is not renewed from 1 April 2010.
- 5.3** The percentage of the district covered by conservation areas grew from 4.12% in September 2004 to 5.18% in October 2009, an increase of 26%. Although the conservation area reviews do not result directly in increased expenditure by the Council there are knock-on effects which result in some increased pressure on staff for example in dealing with conservation area applications and tree works requests. There are also raised public expectations of higher standards of maintenance for highway surfaces and street furniture.

**5.4** The Leeds Heritage Fund which was available to promote action on threatened buildings was abolished inc. 1990. A Listed Building at Risk Grant which operated in the 1990s was discontinued c.1995. There is now no budget for any proactive grant aid work other than that for the two THI schemes at Armley and Chapeltown.

## **6 RECOMMENDATIONS**

**6.1** That Members consider this report.

Background Papers

Leeds Strategic Plan 2008 - 2011

Planning Policy Statement 1 and in the draft PPS 15 on Planning for the Historic Environment

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Originator:  
Heather Pinches

Tel: 22 43347

## Report of the Head of Policy and Performance

### Meeting: City Development Scrutiny Board

Date: 8<sup>th</sup> December 2009

### Subject: Performance Report 2009/10 Quarter 2

**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

## 1 Executive Summary

1.1 This report presents the Quarter 2 action trackers summarising our progress against the Leeds Strategic Plan improvement priorities relevant to the City Development Scrutiny Board for the first six months of 2009/10. The action tracker templates have been revised based on feedback received at quarter 4 to provide a more succinct and focused update but they still provide both a contextual update of achievements and results for aligned performance indicators. Furthermore the trackers are provided by exception only ie only those with an overall progress rating of red or amber are supplied with this report. A complete set of action trackers are provided on the intranet for information. In addition a full set of performance indicator results are also provided at in appendix 3. Appendix 1 provides an overall summary of performance against all the relevant Leeds Strategic Plan improvement priorities and shows that 73% (11 out of 15) of these are currently assessed as green.

## 2 Purpose of the Report

2.1 The purpose of this report is to present an overview of performance against the priority outcomes relevant to the City Development Scrutiny Board including an analysis of performance indicator results at the end of Quarter 2 so that the Board may understand and challenge current performance.

## 3 Background Information

3.1 The format of the action trackers have been amended following on from feedback received from the 2008/09 Quarter 4 reports where it was highlighted that too much information was provided. Accountable Officers were asked where possible to limit their action trackers to one A4 page (2 sides), however, some Chief Officers felt this was not possible without cutting out essential information, therefore, the limit was not rigidly applied so that the trackers provided a complete picture of performance.

3.2 A number of appendices of information are provided with this report and these are summarised below:

- **Appendix 1** – summary sheet showing the overall progress rating against the improvement priorities relevant to the City Development Scrutiny Board.
- **Appendix 2** – Amber and red rated action trackers. These trackers include a contextual update as well as key performance indicator results.
- **Appendix 3** – Performance Indicator report containing quarter 2 results for all performance indicator which can be reported in year from the National Indicator set and any key local indicator which are relevant.

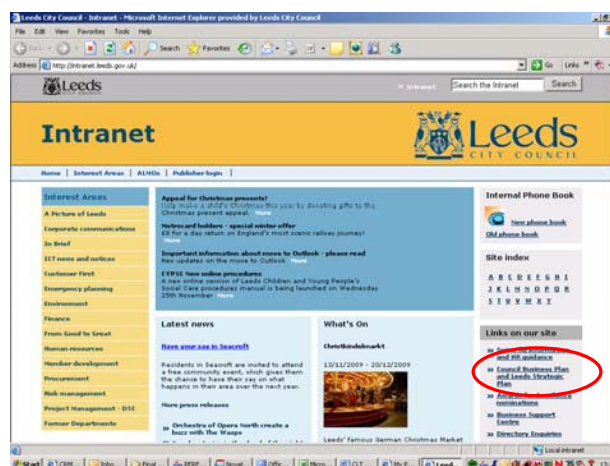
This information is support by two guidance documents to aid the reader in interpreting the actions trackers and the performance indicator reports.

## 4 Main Issues

4.1 As part of the performance management process each strategic improvement priority is given a overall traffic light or RAG (Red/Amber/Green) rating which denotes the progress based on all the information provided in the Action Tracker including progress against targets for all aligned performance indicators, progress in the delivery of key actions/activities and taking into account all relevant challenges and risks. This traffic light rating is assigned by the Accountable Officer and agreed with the Accountable Director. The action trackers provided in this report (see appendix 2) are those where overall progress has been assessed as red or amber ie:

- **Amber** defined as minor delays/issues are having an impact on delivery but remedial action is underway/planned and the key performance indicator(s) results are likely to be on, or close to, target.
- **Red** defined as significant delays or issues to address and unlikely to meet targets for key performance indicators

4.2 This exception reporting is to enable the Board to focus their attention on those areas where progress is not on track. However, all action trackers for Quarter 2 have been published on the intranet so that all the green action trackers are also available for members to examine and challenge. These can be found on the intranet by following the link to the Council Business Plan / Leeds Strategic Plan from the front page.



4.3 The action trackers provide a high level summary of performance against each of our strategic improvement priority areas and as such include relevant aligned performance indicator results. However there are also a number of other national and local indicators for which quarter 2 result are available and many of these do indeed support the delivery of our priorities. Therefore, a full performance indicator report is also included at appendix 3 (this has also been published on the intranet) and again these results are traffic lighted based on the predicted year

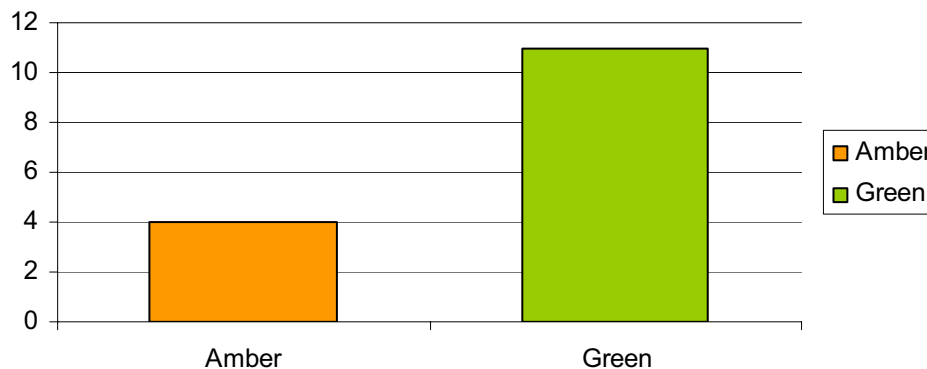


end performance. However, the commentary provided on this report is limited to key issues about the data itself rather than providing an explanation of key performance issues.

**Analysis of Overall Performance at Quarter 2**  
*Improvement Priorities*

4.4 There are 15 improvement priorities from the Leeds Strategic Plan which are relevant to the City Development Board and of these 4 are assessed as amber, 11 as green and none are assessed as red. Full details are provided in appendix 1.

**RAG rating of City Development Action Trackers**

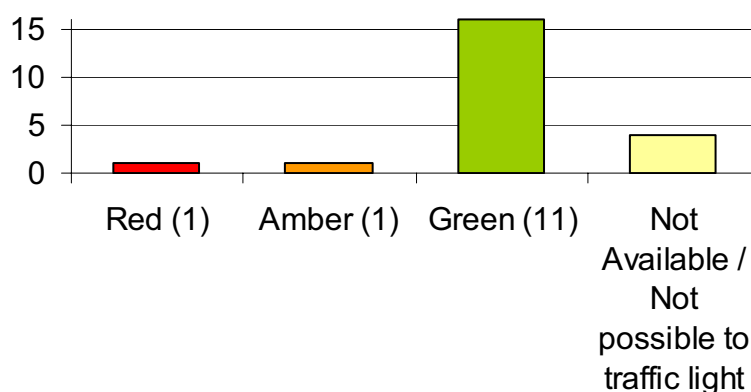


4.5 For comparison at Q4 of 2008/9 6 were assessed as amber, 9 green and again none were red.

*Performance Indicators*

4.6 In a similar way to the Action Trackers the performance indicators are given a traffic light based on the predicted year end performance and at Q2 the proportion in each category are shown in the chart below. Full details are provided in appendix 3.

**RAG rating of City Development Performance Indicators**



4.7 Members should note that there are a number of annual indicators which cannot be reported in year and these have been removed from this calculation.

## **Data Quality**

- 4.8 The Corporate Policy and Performance Team have undertaken a review of the criteria used to inform the data quality judgements that are included in Accountability reports for each performance indicator. Our objective is to work closely with directorates and partners in order to adopt a more robust, consistent and over-arching approach that provides a wider based data quality judgement. A revised data quality checklist, with a built in scoring mechanism to determine the traffic light rating, has been produced. This is currently being piloted in Children's Services and Environment and Neighbourhoods in order to ensure that it is fit for purpose and that the scoring criteria are effective. Once agreed the new approach will be rolled out prioritising the Leeds Strategic Plan / Council Business Plan indicators first followed by national and local indicators. This does mean that the data quality traffic lights during 2009/10 may change as this more rigorous approach starts to be used.

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

- 4.1 The Leeds Strategic Plan and Council Business Plan is part of the council's Budget and Policy Framework. Effective performance management enables senior officers and Elected Members to be assured that the council is making adequate progress and provides a mechanism for them to challenge performance where appropriate. Effective performance management is a key element of the organisational assessment under the Comprehensive Area Assessment. The CAA examines and challenges the robustness and effectiveness of both our corporate performance management arrangements and those across the partnership.

## **5 Legal and Resource Implications**

- 5.1 The Leeds Strategic Plan fulfils the Council's statutory requirement to prepare a Local Area Agreement for its area. These slightly revised performance reporting arrangements are achievable within current resources across the organisations as they essentially replace an existing similar process.

## **6 Conclusions**




- 6.1 This report provides the Board with a high level overview of the city's performance against the key priorities relevant to the Board from the Leeds Strategic Plan as at the 30th September 2009. This report highlights those areas where progress is not on track and Members need to satisfy themselves that these areas are being addressed appropriately and where necessary involving partners in any improvement activity.

## **7 Recommendation**

- 7.1 Members are asked to consider the overall performance against the strategic priorities and where appropriate, recommend action to address the specific performance concerns raised.

Culture			Enterprise and the Economy		
Code	Improvement Priority	Accountable Director	Code	Improvement Priority	Accountable Director
CU-1a	Enable more people to become involved in sport by providing better quality and wider ranging activities and facilities.	Jean Dent	EE-1a	Increase innovation and entrepreneurial activity across the city	Jean Dent
CU-1a	Enable more people to become involved in culture by providing better quality and wider ranging activities and facilities.	Jean Dent	EE-1b	Facilitate the delivery of major developments in the city centre to enhance the economy and support local employment	Jean Dent
CU-2a	Facilitate the delivery of major cultural schemes of international significance	Jean Dent	EE-2a	Increase international communications, marketing and business support activities to promote the city and attract investment.	Jean Dent
Environment			Transport		
Code	Improvement Priority	Accountable Director	Code	Improvement Priority	Accountable Director
ENV-1a	Improve the quality and sustainability of the built and natural environment	Jean Dent	TR-1a	Deliver and facilitate a range of transport proposals for an enhanced transport system including cycling and walking.	Jean Dent
ENV-1b	Reduce emissions from public sector buildings, operations and service delivery and encourage others to do so	Jean Dent	TR-1b	Improve the quality, capacity, use and accessibility of public transport services in Leeds.	Jean Dent
ENV-1c	Undertake Actions to improve our resilience to current and future climate change	Jean Dent	TR-1c	Improve the condition of the streets and transport infrastructure by carrying out a major programme of maintenance and improvements.	Jean Dent
Page 31			TR-1d	Improve road safety for all our users, especially motor cyclists, pedal cyclists and pedestrians.	Jean Dent
Thriving Places			Learning		
Code	Improvement Priority	Accountable Director	Code	Improvement Priority	Accountable Director
TP-1e	Increase financial inclusion in deprived areas.	Neil Evans	LN-1a	Enhance the skill level of the workforce to fulfill individual and economic potential.	Rosemary Archer

Key

	Significant delays or issues to address
	Minor delays or issues to address
	Progressing as expected – on schedule to complete actions & targets

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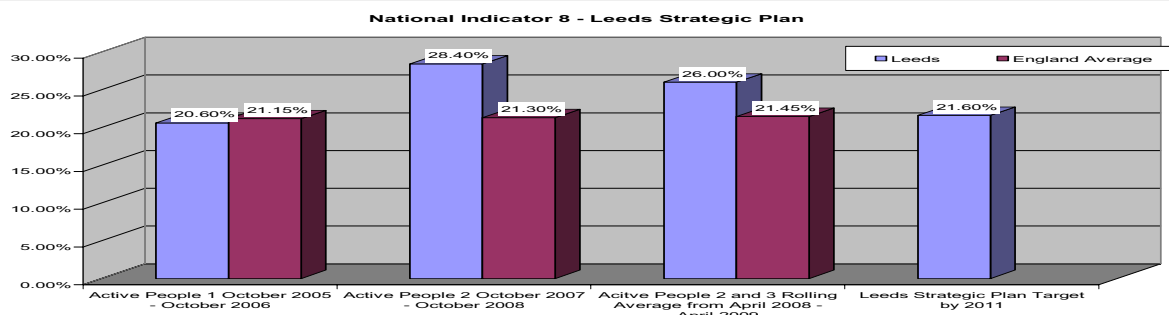
Improvement Priority – CU-1a. Enable more people to become involved in SPORT and culture by providing better quality and wider ranging activities and facilities.

Accountable Officer – Ed Mylan / Richard Mond. Accountable Director – Jean Dent



**Why is this a priority**

Through sport and active recreation people can find enjoyment, enrich their lives, fulfil their potential and keep active. The benefits are linked to improved health, wellbeing, educational attainment, regeneration and economic performance. By improving the quality, access and range of facilities available we aim to enable more people to become involved in sport. Additionally other measures are in place to encourage participation.



% of Population in Leeds Participation in Sport and Active Recreation each Week

**Overall Progress to date and outcomes achieved – 1<sup>st</sup> April to 30<sup>th</sup> September 09**

**Overall Summary** – Indoor sports facility renewal is progressing well via Sport for the Future and associated programmes. Recent figures for sports participation show a 2.4% fall following the previous year's startling 7.8% increase. The reported decline may well be a non-significant variation around a positive local trend, but is a cause for concern. The drop is not reflected in participation in council (indoor) facilities which has increased, despite the recession, partly due to free swimming. The playing pitch strategy is due to be refreshed under PPG17 and will provide an opportunity to review the strategic development of outdoor sport facilities.

**Achievements since the last report:**

- Free swimming continues to be very successful with a 32% (Apr – Sept 08 vs Apr – Sept 09) increase in visits from people aged 60 and over and a further 32% increase in throughput by people aged 16 and under. 'Swim4Free' has been actively promoted by LCC and NHS Leeds. Additionally usage of LCC Leisure Centres is up 7.24% this year compared to last year despite two large sites being closed for re-building the through Private Finance Initiative.
- Executive Board agreed the 'Vision for Council Leisure Centres' creating a clear forward capital plan until 2020. This will result in investment, community asset transfer and the re-alignment of the infrastructure to the needs of the various communities in Leeds. Holt Park Health and Wellbeing Centre continues to develop - the outline business case has been submitted to the Department of Health and approved by Executive Board. The outcome will be known in December. Additionally £3.7M of capital bids have been submitted to the Free Swimming Capital Modernisation Fund; the outcome is expected in October.
- Through the 'Sport for the Future' project, investment has been secured to procure a new leisure management system for LCC Leisure Centres.
- Development of new facilities continues with the BMX track at Tarnfield Park and the playing pitch facility developments at Fleet Lane and Rose Lund.

**Challenges/Risks:**

- Uncertainty on whether grant funding will continue post 2011 for free swimming.
- Securing funding to deliver the 'Vision for Council Leisure Centres', but to remain flexible enough to cope with unforeseen occurrences.
- Next year the target for quality assured sport facilities will increase to 17. The current budget will not be sufficient to achieve this target. Budget will be required to deliver continuous improvement in this area or partners will need to take more ownership.
- Participation information from key partners isn't widely available.
- Multi-agency and wider partnership development work is emerging (e.g. Extended Services) which requires further understanding and development. The 'Active People' survey has a confidence interval of between 3–5% in Leeds, therefore further fluctuations in reported performance could be experienced as seen between the 2006 and 2008 results.
- Joint work with Planning and PPG17 will refresh needs assessment and ultimately the strategy for outdoor sport.

<b>Council / Partnership Groups</b>	Sport Leeds and Active Leeds working within the Cultural Partnership and Healthy Leeds.		
<b>Approved by (Accountable Officer)</b>	<b>Richard Mond / Ed Mylan</b>	<b>Date</b>	<u>21/10/09</u>
<b>Approved by (Accountable Director)</b>	<b>Jean Dent</b>	<b>Date</b>	<u>21/10/09</u>

**Improvement Priority – CU-1a. Enable more people to become involved in SPORT and culture by providing better quality and wider ranging activities and facilities.**

**Accountable Officer – Ed Mylan / Richard Mond. Accountable Director – Jean Dent**

**Improvement Priority – CU-1a. Enable more people to become involved in SPORT and culture by providing better quality and wider ranging activities and facilities.**

**Accountable Officer – Ed Mylan / Richard Mond. Accountable Director – Jean Dent**

<b>Key actions for the next 6 months</b>			
<b>Action (Desired Achievements)</b>	<b>Contributory Officer / Partner</b>	<b>Milestone / Actions</b>	<b>Timescale</b>
1 Continue to deliver the 'Sport for the Future' project and progress towards the key outcomes	Mark Allman – LCC Head of Sport and Active Recreation Service	Holt Park Health and Wellbeing Centre Treasury decision. Respond to any invitations to proceed with Free Swimming Capital Modernisation bids. Seek expression of interest for community management of sites. Develop operational delivery plans for the opening of the 'New Leaf' Private Finance Initiative sites. Complete procurement of new leisure management system.	Dec 2009 Feb 2010 Mar 2011 Mar 2011
2 Implementation of the Sport and Active Recreation Service Customer Strategy through the 'Sport for the Future' Customer Relations Work Package.	Mark Allman – LCC Head of Head of Sport and Active Recreation	Review the performance framework in light of leisure management system procurement; Establish and agree development needs of managers; Assess the structures for delivering business intelligence and align to the vision; Communicate the business intelligence vision; Review and revise customer standards and develop processes to improve outcomes.	Dec 2009 Mar 2010 (all)
3 Continue to deliver and develop Sport Leeds working towards the agreed headline targets and actions within the Sport Leeds 'Tracker'	Sport Leeds - Head of Sport and Active Recreation	Improve the milestone situation from 32 amber, 21 green and 1 red in the actions section of the Sport Leeds 'Tracker' at the end of September 09.	31 <sup>st</sup> Mar 2010
4 Continue to work towards the Quest accreditation of Leeds City Council Leisure Centres and the target of 13 for 2009/2010 (2 achieved to date)	Mark Allman - LCC Head of Sport and Active Recreation	3 current (Quest accredited) sites through full Quest assessment. 5 current sites through Quest assessments (awaiting dates). John Charles Centre for Sport maintenance assessment completed. 2 new (not currently accredited) sites put through Quest and accredited.	Dec 2009 31 <sup>st</sup> Mar 2010 31 <sup>st</sup> Mar 2010 31 <sup>st</sup> Mar 2010
5 Develop wider partnership working both in terms of 'Extended Services' and around health and wellbeing	Mark Allman - LCC Head of Sport and Active Recreation	Refine approach to 'Change4Life' and continue to deliver campaign. Continue to develop GP referral with the key milestone of first patient referral.	Mar 2010 Mar 2010
6 Completion of schemes for playing pitch improvements	Sean Flesher - LCC Acting Head of Parks and Countryside	Progress made on the following playing pitch improvement schemes: Kings Field, Beeston; Oulton and Woodlesford Sports and Social Club; Meadow Fields MUGA (multi-use games area)	Mar 2010
7 Under PPG17 refresh the playing pitch strategy with an extended review of outdoor sport activities. Complete audit of indoor provision and set local standards.	Sean Flesher and Mark Allman – LCC Mark Allman – LCC Head of Sport and Active Recreation	Review undertaken and strategy refreshed  Audit of indoor facilities completed, analysis of the audit and wider sources produced. Local standards defined and integrated into planning process.	Mar 2011  Mar 2010 Mar 2010
8 Widen access/increase participation amongst five priority groups (BME, disabled people, people from deprived areas, females and older people) in council leisure centres	Sport Leeds	Complete the service's equality self-assessment and action plan. Continue to implement the numerous outreach projects undertaken in the community. Further raise participation issue through Sport Leeds	Mar 2010 Mar 2010 Mar 2010

Improvement Priority – CU-1a. Enable more people to become involved in SPORT and culture by providing better quality and wider ranging activities and facilities.

Accountable Officer – Ed Mylan / Richard Mond. Accountable Director – Jean Dent

Reference	Title	Owner	Frequency & Measure	Rise or Fall	Baseline	2008/09 Result	2009/10 Target	Current Predicted Full Year Result	Data Quality
NI 8	Adult participation in sport and active recreation	Sport and Active Recreation	Annually %	Rise	20.6% (2005/06)	28.4%	N.A.	N.A.	No concerns
LKI-SC19	Number of sports facility types with a specified quality assured standard	Sport and Active Recreation	Annually Number	Rise	13 2007/08	12	13	13	No concerns





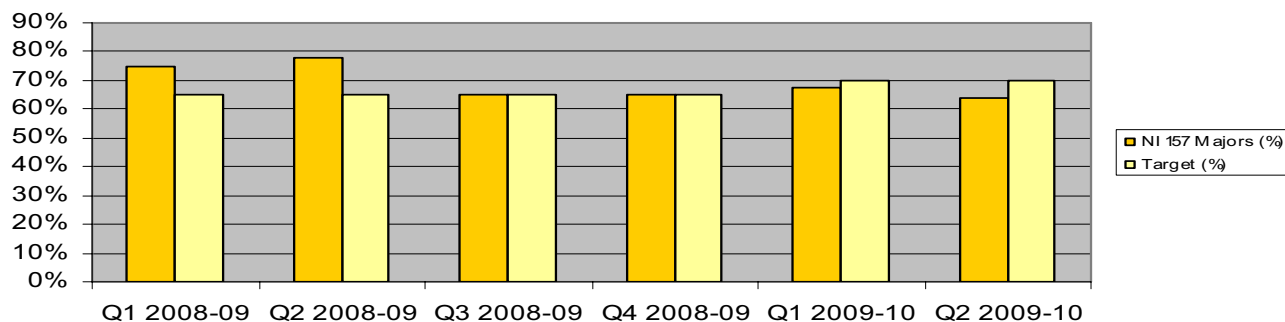
**Improvement Priority – EE-1b. Facilitate the delivery of major developments in the city centre to enhance the economy and support local employment**

**Accountable Officer – Jean Dent**

**Why is this a priority**

The council have a pivotal role in guiding the city's renaissance and providing a supportive framework for investment and development including investing in the public realm – such as creating and improving public spaces.

**NI 157 Performance Against Target (Processing of Major Planning Apps)**



**Overall Progress to date and outcomes achieved – 1<sup>st</sup> April to 30<sup>th</sup> September 2009**

**Overall Summary** - The economic situation continues to adversely impact on this improvement priority despite continued and concerted efforts to facilitate progress; in particular two major development schemes have been kept on hold by developers for some time now and additionally, the number of planning applications for major developments has reduced. Although there has been continued investment in infrastructure, including the public realm, the Arena and transportation systems, the economic downturn has significantly affected the ability of the private sector to maintain the previous momentum.

**Achievements since the last report:**

- Completion of Albion Street refurbishment. Planning approval gained for Trinity Quarter West. Contracts for refurbishments at Bond Street and Kirkgate let.
- Feasibility study commissioned for the development of high quality public space at Sovereign Street. Draft planning statement for the South Bank area of the River Aire being developed for a city centre park, prior to public consultation.
- LCC are finalising the statement of particulars and strategy for the letting of a casino license.
- Funding of £4.2 million from Yorkshire Forward expected Dec 09 towards establishing 'Employment Leeds'.
- Continuing dialogue with the developer partners via the bi-monthly West End Partnership Board Meetings.
- Chamber Property Forum meetings held in June and Sept, with presentations about Flood Alleviation, City Park and Art in Unusual Places.

**Challenges/Risks:**

- Continued economic uncertainty and lack of funding for developments. Yorkshire Forward has been key funder of programmes. There is a risk this will not continue due to squeeze on public funds.
- No guarantee of funding to continue a comprehensive refurbishment scheme of the public realm in the city centre; continuing reduction in speculative commercial development; continuing impact upon the sector of the economic downturn thereby reducing contributory funding from development.
- The current economic climate has placed Trinity Leeds and Eastgate on hold until there is improvement in the market place, retailer demand is challenging property values have fallen lower than expected.
- Ensuring that the city centre remains vibrant and coherent whilst major sections of the city are affected by dormant building sites or subject to the impact of non-implementation of Compulsory Purchase Orders.
- Maintaining confidence in the West End project for continuing and future inward investment.
- City Centre Park - Technical feasibility of Sovereign Street is underway to cost phase one of City Centre pan concept.

**Council / Partnership Groups**

**Approved by (Accountable Officer)**

**Date**

**Approved by (Accountable Director)**

**Date**

**Improvement Priority – EE-1b. Facilitate the delivery of major developments in the city centre to enhance the economy and support local employment**  
**Accountable Officer – Jean Dent**

<b>Key actions for the next 6 months</b>										
	<b>Action (Desired Achievements)</b>	<b>Contributory Officer / Partner</b>	<b>Milestone / Actions</b>	<b>Timescale</b>						
1	Continue to work with developers and investors to bring forward schemes	Paul Stephens	Regular meetings with developers of Eastgate and Trinity Leeds to support progress of the schemes	Ongoing						
2	Maintain dialogue with developers to assist them in achieving their interim goals	Keith Williams	Dictated by developers as and when arising	Ongoing						
3	Whitehall Road – implementation of double-yellow-lining	Keith Williams and Highways	Implementation on site	January 10						
4	Reinstatement of KW Linfoot Lumiere site to pre-construction condition	Keith Williams and Highways	Hoardings removed and pavements reinstated	December 09						
5	Successfully complete public realm refurbishment of City Centre core to include lower Lands Lane, Bond Street and Kirkgate	Cath Follin	Completion of Land's Lane by Nov 09. Completion of Bond Street and Kirkgate by March 2010	March 10						
6	Planned symposium and conference refresher with key partners, involved in the delivery of the city centre prospectus' aims and objectives	Cath Follin	Sponsorship acquired Oct/Nov 09 Event held on 3 <sup>rd</sup> March 10	March 10						
7	Temple Works – resolve issues with Travel Plan to allow the application to progress	Developer, LCC, Highways Agency	Awaiting revised Travel Plan from applicant	Subject to receipt of Travel Plan. 6 week consultation period once received						
8	City One – agree the Transport Assessment and the Travel Plan	Developer, LCC, Highways Agency	Continue to work with consultant to agree documents prior to application submission	6 week consultant period Expected end of Nov 09						
9	Eastgate Quarter viability assessment by developer	Rowena Hall	Anticipated completion April 2010	Ongoing						
10	Trinity Leeds East start on site	Rowena Hall	Start on site indicated end 2010	Ongoing						
11	City centre park - Conclude feasibility study and finalise draft planning framework. Secure Executive Board approval	Martin Farrington	Completed	January 10						
12	Casino – secure Exec Board approval for strategy	Martin Farrington	Approval secured	March 10						
13	Casino – statement of principles to Scrutiny Board	Rowena Hall	Approval secured, strategy adopted	January 10						
			Approval by Scrutiny Board	February 2010						
<b>Performance Indicators aligned to the Improvement Priority</b>										
<b>Reference</b>	<b>Title</b>	<b>Owner</b>	<b>Frequency &amp; Measure</b>	<b>Rise or Fall</b>	<b>Baseline</b>	<b>2008/09 Result</b>	<b>2009/10 Target</b>	<b>2009/10 Quarter 2</b>	<b>Current Predicted Full Year Result</b>	<b>Data Quality</b>
NI 157 (Major)	Processing of major planning applications	Planning Services	Quarterly %	Rise	63.49% (2007/08)	65.33%	70.00%	63.77%	60%	No concerns
LSP-EE1b	Result of annual satisfaction survey relating to planning performance agreements	Planning Services	Survey %	Rise	Baseline and targets to be set by April 2010				N/A	Process under development - no data yet available



**Why is this a Priority**

Improving the quality of Leeds' built environment ensures new and changed developments create inspiring environments bringing residents together. As two thirds of the city is green-belt, the management of the natural environment and green spaces is key to aspects of improved wellbeing including accessibility of leisure and relaxation activities and these create sustainable communities and improve the quality of neighbourhoods.

**Overall Progress and Outcomes Achieved – 1<sup>st</sup> April 2009- 30<sup>th</sup> September 2009**

**Overall Summary:**

There is good progress on a number of sustainability initiatives including energy efficiency, work on Combined Heat and Power and the promotion of the urban eco-settlement. There is also good progress on the Arena planning application and feasibility work on the City Centre Park. Progress on this performance indicator has been impeded by the recession. There are fewer new buildings under construction and planning applications have fallen by 30%.

**Achievements Since the Last Report:**

- Trinity Quarter Planning Application approved.
- Back-to-Back Housing Strategy published.
- Delivery of Affordable Housing across a range of sectors contributing to the place shaping agenda and supporting private sector schemes to attract funding through national programmes such as Homes and Community Agency (HCA).
- £1.8 million spent on priority regeneration schemes including Group Repair Beeston
  - Phase 5 completed July 2009
  - Phase 6 started August 2009 includes enveloping and energy efficiency works.
- Leeds green infrastructure maps completed.
- Automated notification service improving planning consultation for residents, community groups, members, etc.
- 7 parks have Green Flags; special award at Chevin Forest Park for adaptations for severely disabled visitors.
- £40,000 of Highways maintenance budget allocated to the retread process (recycling road materials).
- Feasibility work for City Centre Park in conjunction with the landowners.
- Consultation and adoption of Sustainable Design and Construction Supplementary Planning Document (SPD).
- Environment Programme Board established.
- Launch of various energy efficiency and affordable warmth initiatives including Community Energy Saving Program (CESP); 'Thermo', energy-saving superhero launched; and Energy Performance Certificates for ALMOs.
- Funding secured for the Aire Action Leeds Partnership (AALP).

**Improvement Priority – ENV-1a. Improve the Quality and Sustainability of the Built and Natural Environment**

**Accountable Officer – Phil Crabtree.**

**Accountable Director – Jean Dent**

**Challenges/Risks:**

- Lack of government and financial institutions' investment in housing and competing demands for new housing.
- Securing private schemes funding, stagnation of regeneration areas, impacts on city economy/housing market.
- Revenue/capital budget reductions and reduction of planning applications and building regulations fee income.
- Reduced investment in community parks, heritage sites, pitches, etc. and failure to retain Green Flag Awards.
- No guarantees of future funding for the city centre pedestrianisation scheme.
- Leeds Arena application is progressed with no substantive objections.
- Management of community expectations over status of Village and Neighbourhood Design Statements.

<b>Approved by</b> ( <i>Accountable Officer</i> )	<b>Phil Crabtree</b>	<b>Date</b>	<b>21/10/09</b>
<b>Approved by</b> ( <i>Accountable Director</i> )	<b>Jean Dent</b>	<b>Date</b>	<b>21/10/09</b>

Improvement Priority – ENV-1a. Improve the Quality and Sustainability of the Built and Natural Environment  
 Accountable Officer – Phil Crabtree. Accountable Director – Jean Dent

Key Actions for the Next 6 Months				
	Action (Desired Achievements)	Contributory Officer	Milestone / Actions	Timescale
1	LCRHRS finalisation; promotion of investment in existing housing; promoting BRE testing of energy efficiency products and protecting funding for private sector stock renewal; support for Community Energy Saving (CES) programme; support for neighbourhood renewal and regeneration strategy in Middleton and preparation of Housing Market Assessment.	Re'new	Ensure private sector housing is a key part of LCRHRS; support to Environment and Neighbourhoods Directorate existing funding and attract new.	December 2009 On-going
2	Develop single conversation with HCA as part of the City Region forerunner.	Paul Langford	Units delivered, no of HCA approved schemes	31 <sup>st</sup> March 2010 Ongoing
3	Progress Private Sector Stock Renewal including e.g. Enforcement action, promotion of improvements in private rented sector, introduction of selected licensing in East Leeds. Strategy for long term empty properties to be reported to Executive Board.	Andy Beattie	Licensing in place Strategy adopted and being applied	March 2010
4	Complete outstanding Parks Renaissance (PR) schemes e.g. The Hollies; Wharfmeadows Park, etc. Progress schemes e.g. Kings Field, Beeston; Oulton, etc.	Sean Flesher	Works completed	March 2010
5	Successful completion of City Centre public realm refurbishment of city centre core including Lands Lane, Bond Street and Kirkgate.	Cath Follin	Completion on time and to budget	March 2010
6	Formal submission of Leeds Arena application by the end of October 2009 with reserve matters concluded by the end of the summer 2010.	Martin Farrington Martin	Outline planning permission approved	March 2010
7	Preparation for formal consultation of Planning Framework for City Centre Park by December 2009	Farrington/Jane Cash	Reserve matters concluded Formal consultation	End of Summer 2010 Early 2010
8	Supplementary Planning Documents Tall Buildings and Sustainable Design and Construction Conservation Area Appraisals (CAA) Carry out city centre and area committee CAA's and review projects	Tom Knowland	SPD's adopted	March 2010
10	Environment City Projects – Develop/implement environmental improvement plan. Combined Heat and Power – detailed feasibility study SEA Working Group – develop revised procedure, retest on New Generation Transport	Richard Taylor	10 city centre CAA 7 area committee CAAs	March 2010
12	Progress the implementation of the Holbeck Urban Village	Jon Andrews George Munson Tom Knowland	New policy to be adopted Study complete Revised procedure in place	December 2009 March 2010 March 2010
13	Aire Action Leeds Partnership - Represent LCC on the partnership, contribute to Flood Alleviation Scheme (FAS) and promote Waterfront.	Paul Stephens Tom Knowland	Continue FAS and Waterfront work.	Ongoing Ongoing
14	Private Sector Warm Front mailing to 11,000 households; Thermal overflight and GIS Integration of results – appoint contractor ABI - 10 wards for private sector insulation company and heating grant referral Heatseekers (Roadside thermal imaging, insulation company, image to 1 ward)	Ivor Trueman Sajda Khaliq Sajda Khaliq Sajda Khaliq	Mail out complete Appoint Contractor Procure contractor Procure contractor	Q3 2009-10 Q4 2009-10 Q3 ongoing Q3 ongoing
15	Publish proposals for Urban Eco-Settlement as part of City Region.	Phil Crabtree	Submit and develop strategy	November 2009 April 2010

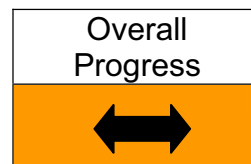
Improvement Priority – ENV-1a. Improve the Quality and Sustainability of the Built and Natural Environment  
 Accountable Officer – Phil Crabtree. Accountable Director – Jean Dent

Performance Indicators - Performance indicators aligned to the Improvement Priority										
Reference	Title	Owner	Frequency & Measure	Rise or Fall	Baseline	2008/09 Result	2009/10 Target	2009/10 Qtr 2	Current Predicted Full Year Result	Data Quality
NI 157 - Not published in LSP	Processing of major planning applications within 13 weeks	Planning Services	Quarterly %	Rise	63.49% (2007/08)	65.33%	70.00%	63.77%	60%	No concerns
	Processing of minor planning applications within 8 weeks	Planning Services	Quarterly %	Rise	69.94% (2006/07)	76.17%	65.00%	79.41%	75%	No concerns
	Processing of other planning applications within 8 week	Planning Services	Quarterly %	Rise	83.63% (2006/07)	86.41%	80.00%	86.73%	85%	No concerns
	Processing of planning applications as measured against targets for County Matter application types	Planning Services	Quarterly %	Rise	64.71% (2008/09)	64.71%	TBC	50.00%	50%	No concerns
TSP- ENV2b	Percentage of parks and countryside sites assessed internally that meet the Green Flag criteria	Parks and Countryside	Annually %	Rise	10.8% (2004/05)	19.6%	21%	-	21%	No concerns

Improvement Priority - TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.

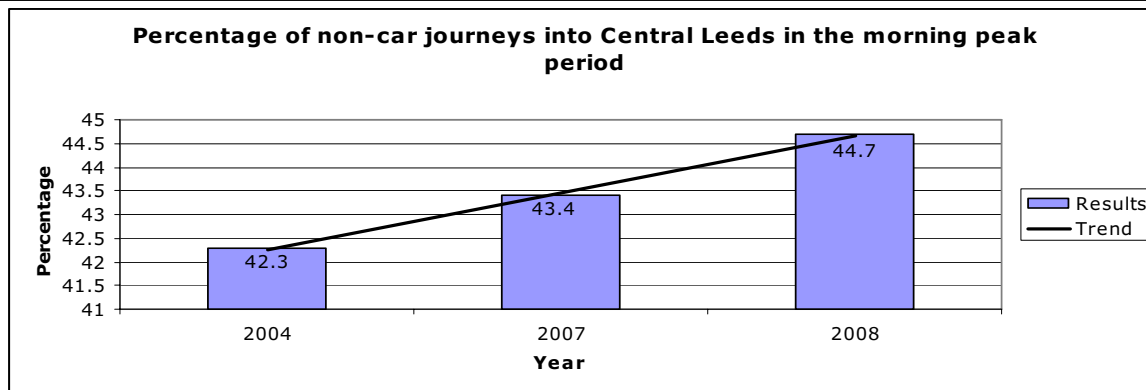
Accountable Officer - Gary Bartlett.

Accountable Director - Jean Dent



**Why is this a priority?**

Public transport is a major concern for local people. Consultation performed to identify priorities indicated that improving the quality, accessibility and use of public transport was a priority for all groups. Improvements in public transport will also help ensure that the city is a place where people want to live and work.



**Overall Progress to date and outcomes achieved**

**Overall Summary**

Good progress is being made with specific projects, such as bus priority schemes (bus lanes and priority at traffic signals) but there are continuing issues with the availability of data from Metro. Recent issues with taxis on the Headrow are being addressed. Progress in some areas is dependent on DfT approval.

**Achievements since the last report**

- **Bus Prioritisation** - schemes continue to be developed; supporting schemes are being developed to try and encourage further mode shift to buses. A Traffic Signal Priority Group has been set up to improve the development and delivery of bus priorities at signals across West Yorkshire. The main priority schemes progressed are Roundhay Road, A647 Phase One, Scott Hall Road, Chapeltown Road, Easterly Road, Dewsbury Road/Tommy Wass junction, and the A660 traffic priority scheme.
- **New Generation Transport (NGT)** - Work has continued on the development of the Major Scheme Business Case (MSBC) for NGT. Executive Board approved the case for submission to the DfT in October 2009. Programme Entry status is expected early in 2010.
- **Pudsey Bus Station** - The contract for Pudsey Bus station has been awarded and work is to start on site in October 09. Work due for completion in Spring/Summer 2010.
- **Leeds Bus Partnership** - Bus priority schemes are being taken forward as identified above. Meetings are being held with taxi representatives to address congestion problems caused by queuing taxis on the Headrow. Bus Lane camera enforcement is being progressed.
- **A65 Quality Bus Initiative** - Work has continued on the detailed design of the scheme. Issues around the Compulsory Purchase Order (CPO) inquiry have been resolved. An MSBC will be submitted to the DfT for approval in November. The target cost is being prepared and should be available in November.
- **Leeds Station Southern Access (Metro)** - Working with Network Rail, a preferred option has been developed. Pre-planning application consultation was undertaken in August and September 2009. The planning application and MSBC are both due for submission in October 2009.
- **East Leeds Parkway (Metro)** - Progress towards agreeing a single option with Network Rail for development and development of a draft MSBC.
- **YORCard (Metro)** - Trial came to an end in September. Metro are now reviewing how to take the scheme forward in light of the recent DfT review of bus service operator grant conditions.
- **Strategic Park & Ride (Highways Agency)** - Enhancements on the Strategic Road Network which are being developed should increase capacity for all traffic, including public transport. In addition the HA have started a study on a Strategic Park & Ride scheme in the region.
- **Go Greener Campaign (Highways Agency)** - Marketing Go Greener (funded by the Congestion Performance Fund) was launched in July. The campaign involved on-street targeting of organisations on congestion routes. Car drivers were encouraged to swap to public transport through the promise of free MetroCard in August.

**Challenges / Risks**

- **Bus Prioritisation** - Delays have occurred on some schemes, as a result of revised cost estimates due to contracting issues. This is being managed by Highways & Transportation Contracts Team.
- **A65 Quality Bus Initiative** - Progress will be dependent on DfT approval.
- **Leeds Station Southern Access** - Obtaining planning approval and DfT approval of MSBC.

**Improvement Priority - TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.**

**Accountable Officer - Gary Bartlett.**

**Accountable Director - Jean Dent**

- **East Leeds Parkway** - Alignment between regional Funding Allocation timescales and Network Rail timescales.
- **YORcard** - Delay of review.
- **Bus usage and passenger satisfaction** - the CAA lead assessor has highlighted a concern that usage and satisfaction has not risen since 'public transport' was identified by the public as 'the most important things for the future of Leeds' in 2004.

<b><u>Council / Partnership Groups</u></b>			
<b><u>Approved by</u></b> <i>(Accountable Officer)</i>		<b><u>Date</u></b>	
<b><u>Approved by</u></b> <i>(Accountable Director)</i>		<b><u>Date</u></b>	



**Improvement Priority - TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.**  
**Accountable Officer - Gary Bartlett. Accountable Director - Jean Dent**

<b>Key Actions for the Next 6 Months</b>			
	<b>Action</b>	<b>Contributory Officer / Partner</b>	<b>Milestone / Actions</b>
1	Progress bus priority schemes identified for Leeds to meet bus patronage target.	Dave Gilson	Roundhay Road on site (if scheme costs justified) Chapeltown Road on site. Scott Hall scheme complete if Operator in agreement Statutory Undertakers Orders placed for Tommy Wass - Dewsbury Road scheme
2	Submit NGT MSBC to DfT. Progress design.	Dave Gilson	MSBC submitted to DfT. Transport and Works Act Order submitted.
3	Works on Pudsey Bus Station commence and meet schedule for opening.	Dave Gilson	Work commences. Construction works on schedule for spring/summer 2010 opening.
4	Progress on the Leeds Bus Partnership continues.	Dave Gilson	Joint Punctuality Improvement Plan (PIP) and Annual Report submitted by Partnership. Year 2 Action Plan delivered for A660, and Year 1 Action Plan for Route 51. Review of hours of operation of existing inbound bus lane on A660, implementation of Clarendon Road junction. Completion of Churwell Hill Feasibility study on Route 51.
5	Seek approval to the A65 QBI scheme from the DfT to allow works to commence in Feb 2010.	Andrew Wheeler	DfT give their approval to the project.
6	Submit MSBC for Kirkstall Forge as part of the Leeds City Region Rail Growth Package	Rebecca Cheung	Approval granted.
7	Submit planning application, MSBC and procure detailed design work for the Leeds South Station Access	Ben Whitaker	Planning application submitted. MSBC submitted. Detailed design work procured.
8	Work continues with Metro regarding data sharing. Metro have purchased new software to process and analyse bus ticket machine data. They expect to be able to start generating district level stats before the end of the financial year and develop a baseline for 2009/10	Dave Gilson	Obtain baseline and agree targets  Scope of further work to be identified
			Timescale
			Jan 10 Jan 10 Mar 10 Mar 10
			Nov 09 Mar 10
			Oct 09 Mar 10
			Dec 09
			Dec 09 Mar 10
			Jan 2010
			Nov 2009
			Oct 2009 Oct 2009 Nov 2009
			March 2010
			Sep 2010

**Improvement Priority - TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.**  
**Accountable Officer - Gary Bartlett. Accountable Director - Jean Dent**

<b>Performance Indicators</b>										
Performance indicators aligned to the Improvement Priority										
<b>Reference</b>	<b>Title</b>	<b>Owner</b>	<b>Frequency &amp; Measure</b>	<b>Rise or Fall</b>	<b>Baseline</b>	<b>2008/09 Result</b>	<b>2009/10 Target</b>	<b>2009/10 Quarter 2</b>	<b>Current Predicted Full Year Result</b>	<b>Data Quality</b>
LSP-TR1b(i)	Percentage of non-car journeys into central Leeds in the morning peak period	Transport Policy	Annually %	Rise	42.3% (2004)	44.7% (2008)	44.7% (2009)	Awaiting data.		
LSP-TR1b(ii)	Local bus passenger journeys originating in the authority area	Transport Policy	Annually Number	Rise	78,800,000 (2007)	Data provided by METRO. Currently unavailable. When the data will be available is unknown at present.				

City Development Performance Indicator Report

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Predicted Year End Result	Data Quality	
Page 47	1	Business Plan / LSP - Government Agreed	NI 185	CO2 reduction from local authority operations	Sustainable Development	Quarterly %	Rise	141,699 tonnes CO2	Baseline year	2.1% reduction	30,623 Tonnes CO2	24,018 Tonnes CO2	137,161 Tonnes CO2 (3.2%)	No Concerns with data
	<p>Good progress has been made for the first half year, with emissions declining in most categories (buildings achieved -6.8%; streetlights +0.9%; staff travel +4.6%; fleet -1.3% and outsourced fleet -20.1%).</p> <p>The overall Q2 data shows a 4.8% reduction in emissions compared to the same period last year. 2008/9 was the first year that the data was collected and it is made up of hundreds of individual buildings all with numerous potential variables. Interpreting the data and ascribing cause and effect for variations is difficult. Whilst there is reasonable confidence in the data, our ability to understand and predict outcomes will improve through experience. Also the introduction of more automated meter reader and better reporting software will help with predictions and trend analysis.</p> <p>A detailed NI185 action plan has been agreed and actions are now being taken forwards, focussed on cost-effective carbon reductions.</p>													
	2	Leeds Strategic Plan - Government Agreed	NI 188	Planning to adapt to climate change	Sustainable Development	Quarterly Level	Rise	Level 0	Level 1	Level 2	Level 1	Level 1	Level 2	No Concerns with data
<p>Despite the assistance of three MSc students from the University of Leeds, pressure on staff resources has meant that work during this quarter has not progressed as hoped. Two of the students submitted final reports on risk assessment for priority areas and the third completed a vulnerability assessment for flood impact on emergency response with LSP partners.</p> <p>Of the six tasks required to complete Level 2, only one has been done and although significant progress has been made on four tasks, one is yet to be started. Whilst not yet critical, significant progress must be made by the end of the third quarter in order not to jeopardise reaching Level 2 by the end of this financial year.</p>														
	3	Leeds Strategic Plan - Partnership Agreed	NI 157 - MAJORS	Processing of planning applications as measured against targets for Major application types	Planning Services	Quarterly %	Rise	63.49%	65.33%	70.00%	67.57%	63.77%	60.00%	No Concerns with data
<p>Performance is below target for this indicator due to the effects of the recession in both reducing the number of new Major Planning Applications received, and in causing a backlog of 'out of time' applications where in many cases (for financial reasons) developers are reluctant to sign s106 agreements. The removal of some Major applications, to be dealt with separately under Planning Performance Agreements, has also affected performance by causing a further reduction in the overall number of new applications. When Quarter 2 2009-10 is compared to Quarter 2 2008-09, there has been a 38% drop in new major applications received. Of the 69 applications determined 44 (63.77%) were determined 'in time'.</p>														
	4	Leeds Strategic Plan - Partnership Agreed	LSP-EE1A	Support the establishment of 550 new businesses in deprived communities in Leeds by 2011.	Economic Services	Quarterly Number	Rise	12,751	13,016	13,117	13,028	Data due end of November	Data due end of November	Some Concerns with data
<p>Data due mid November. Reported results for previous quarters are currently under review.</p>														
	5	Leeds Strategic Plan - Partnership Agreed	LSP-CU1A(I)	Number of physical visits to libraries	Libraries and Information	Quarterly Number	Rise	4,181,923	3,998,358	3,850,000	960,337	1,999,156	3,850,000	No Concerns with data
<p>This quarter's figure is only down 2.2% on last year, despite the long-term closure for refurbishment of Compton Road and Garforth Libraries. The indicator remains on target.</p>														

City Development Performance Indicator Report

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Predicted Year End Result	Data Quality
6	Leeds Strategic Plan - Partnership Agreed	LSP-CU1A(II)	Visits to Museums and Galleries: The total number of visits to Museums and Galleries.	Museums and Galleries	Quarterly Number	Rise	384,346	995,883	1,000,500	231,355	502,549	1,025,000	No Concerns with data
		The indicator is currently predicted to be above target by year-end. Specific sites above target for Quarter 2 are: Abbey House, City Art Gallery, Kirkstall Abbey, Lotherton Hall, Temple Newsam, and Thwaite Mills. The problem with the Magic Eye counter at the Art Gallery raised at Quarter 1 has been resolved (the service continues to monitor and carry out spot checks on the system), and the Quarter 2 result represents a true count of visitors from this venue.											
7	Leeds Strategic Plan - Partnership Agreed	LSP-TP1E	Increase the number of new customers on low incomes accessing credit union services (savings, loans and current accounts)	Strategy and Policy	Quarterly Number	Rise	6,700	5,971	3,500	1,084	696		No Concerns with data
		The annual target for this indicator is 3500 new customers on low incomes. The quarter two result of 696 new customers on low incomes is a significant decrease on the quarter one result of 1084 new customers partly due to the current economic climate and Credit Union reducing branch services. Despite this Leeds City Credit Union expect performance will improve in the next quarter and that the annual target will be met due to an increase in marketing . The results for this indicator are calculated through Leeds City Credit Union's records of the number of new customers to their services who are on low incomes. The definition of low incomes is that used by the Department of Work and Pensions. The services measured are; savings, loans and current accounts											
8	National Indicator	NI 157 - MINORS	Processing of planning applications as measured against targets for Minor application types	Planning Services	Quarterly %	Rise	69.94%	76.17%	65.00%	80.08%	79.41%	75.00%	No Concerns with data
		Leeds City Council targets have been set to match and maintain the Government's published target, although we are performing well against this. 510 applications were determined of which 405 were 'in time'.											
8	National Indicator	NI 157 - OTHERS	Processing of planning applications as measured against targets for Other application types	Planning Services	Quarterly %	Rise	83.63%	86.41%	80.00%	87.24%	86.73%	85.00%	No Concerns with data
		Targets have been set to match and maintain the Government's published target, and the service is performing well against this. 1,575 applications were determined of which 1,366 were 'in time'.											
10	National Indicator	NI 157 - COUNTY MATTERS	Processing of planning applications as measured against targets for County Matter application types	Planning Services	Quarterly %	Rise	64.71%	64.71%	Not Set	40.00%	50.00%	50.00%	No Concerns with data
		Of the 16 County Matters decisions made 8 were within the 13-week timescale for this indicator. This is a new indicator which commenced in April 2008 as part of the new NI 157 national indicator suite. Unlike the other parts of NI 157 (major, minor and other planning applications), government have not set national targets. Because of the highly complex nature of these applications (minerals and waste applications) and the small number submitted, it would be difficult to set meaningful targets.											

City Development Performance Indicator Report

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Predicted Year End Result	Data Quality
11	National Indicator	NI 151	Overall Employment rate (working age)	Planning and Economic Policy	Quarterly %	Rise	75.1%	73.0%	Not Set	72.4%	71.6%	N.A.	No Concerns with data
			Between April 2008 and March 2009, the employment rate in Leeds was 71.6%, this is below the national average of 73.9%, and the regional figure of 72.4%. The results of quarter two for Leeds are 0.8% lower than the previous quarter results which relate to the period between January 2008 and December 2008 (72.4%). This decline is to be expected in a time of rising unemployment, however, it should be recognised that the survey has a 95% confidence interval.										
12	Local Indicator	LEGI1	Support the establishment of 550 new businesses in deprived communities in Leeds by 2011, with two thirds started by local residents.	Economic Services	Quarterly Number	Rise	0	216	321	280	320	400	Some Concerns with data
			A further 40 business starts were achieved by the Programme in Quarter 2 2009/10, and we are still well ahead of target on this indicator.										
13	Local Indicator	LEGI2	To assist 650 existing businesses in deprived communities in Leeds to survive and grow by 2011.	Economic Services	Quarterly Number	Rise	0	569	380	808	926	1,000	Some Concerns with data
			Well ahead of schedule. 118 Businesses were supported this quarter. Reported results for previous quarters are currently under review										
14	Local Indicator	LEGI3	To attract 75 existing businesses to relocate to deprived communities in Leeds by 2011.	Economic Services	Quarterly Number	Rise	0	18	44	25	26	40	Some Concerns with data
			The most challenging target for the Programme is to attract new investors into deprived communities. This has been slow over the first half of the year but will be a greater focus for the remainder of the year and we fully expect to meet the target. Reported results for previous quarters are currently under review										
15	Local Indicator	LEGI4I	To create 1,100 jobs and move 800 people from deprived communities in Leeds into employment or self-employment by 2011. Part i: To create 1,100	Economic Services	Quarterly Number	Rise	0	355	642	537	687	733	Some Concerns with data
			150 new jobs were created through the Programme during quarter two. This is ahead of target and demonstrates that, despite the economic climate, many of our businesses are still keen to grow. Reported results for previous quarters are currently under review.										
16	Local Indicator	LEGI4II	To create 1,100 jobs and move 800 people from deprived communities in Leeds into employment or self-employment by 2011. Part ii: Move 800 people from deprived communities in Leeds into employment or self-employment	Economic Services	Quarterly Number	Rise	0	227	467	375	458	533	Some Concerns with data
			83 local residents have found employment through the Programme in Quarter 2 - either as employees of new start businesses or expansions, or through the support they have received on the startup programme.										

City Development Performance Indicator Report

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Predicted Year End Result	Data Quality
17	Local Indicator	LKI CD HW04	The percentage of lighting points across the city in light.	Highways Services	Monthly %	Rise	98.50%	99.50%	98.75%	98.93%	98.89%	98.96%	No Concerns with data
<p>Southern Electrical Contracting have met their performance target for this indicator. This may be attributed to the improvements detailed within performance indicator LKI-215a, and also the Core Investment Programme which so far has replaced approximately 42,895 street lights across the city.</p> <p>Over the quarter, work has been undertaken with Traffic Management to minimise the potential for works clashes through advanced noticing of works. This has also assisted in SEC achieving their target.</p>													
18	Local Indicator	BV-170C	The number of pupils visiting museums and galleries in organised school groups	Museums and Galleries	Quarterly Number	Rise	23,939	35,890	36,608	10,124	15,716	37,400	No Concerns with data
<p>The predicted year result is based on the result to date being approximately 42% of the full year result. This is consistent with performance since 2003, and higher numbers of school parties are expected in the second half of the year. Specific sites above target for Quarter 2 are Abbey House, Discovery Centre, Kirkstall Abbey and Temple Newsam.</p>													
19	Local Indicator	CP-CU50B	Visits to the City Council's cultural facilities - Sport & Active Recreation	Sport and Active Recreation	Quarterly Number	Rise	4,552,263	4,552,263	4,293,463	1,125,461	2,246,843	4,404,765	No Concerns with data
Page 50	<p>The performance is very good considering a number of factors. During April 09 there was a bank holiday and there wasn't in April 08, resulting in a slightly shorter operating period this year. Morley Leisure Centre has been closed for a Private Finance Initiative (PFI) redevelopment since 7th July 08, therefore it contributed to throughput in Quarter 1 08/09 and this further raises last year figures. Additionally Armley Leisure Centre closed for a PFI redevelopment on the 18th July 09, therefore it contributed to the entire operating period last year and not this year.</p> <p>The good performance in quarter 2 is made up by the majority of the sites performing well and additionally increased visits due to free swimming. Only 4 sites have a slightly lower throughput performance comparable to last year. Overall quarter 2 throughput is up 8.42% against last year. Currently end of year performance is predicted to be above target.</p>												
20	Local Indicator	LKI-SP9A	The number of swims and other visits (to sport/leisure centres) per 1,000 population	Sport	Quarterly Number	Rise	5,981	5,981	5,582	1,461	2,917	5,719	No Concerns with data
<p>This is a sub indicator of CP CU50B above and assesses visits against the population profile of Leeds. In 2008 Leeds population rose to 770,100, which effects the overall calculation (i.e. if the number of visits was 'fixed' the increase in population would lead to an overall reduction in visit numbers per head of population.. Good visitor numbers have resulted in a positive result. Currently end of year performance is predicted to be above target.</p>													

City Development Performance Indicator Report

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Predicted Year End Result	Data Quality
21	Local Indicator	LKI 215A	The average number of days taken to repair a street lighting fault which is under the control of the local authority	Street Lighting	Quarterly Days	Fall	6.04 Days	4.57 Days	5.00 Days	4.74 Days	4.75 Days	4.80 Days	No Concerns with data
			<p>Southern Electrical Contracting have met their performance target for this indicator. A number of factors have contributed to the improvements made including the increased number of patrol and repairs, the seasonal lighter nights in July and August which generally lead to a reduction in the number of faults reported and the newer apparatus in use as a result of the Core Investment Programme.</p> <p>The patrol and repair system in particular has improved performance as now repairs can take place outside the 'committed working hours' of 7am to 10pm. There were a minor number of complaints in residential areas when this began however these have been resolved through adopting different practices when working in these areas.</p>										
22	Local Indicator	LKI 215B	The average time taken to repair a street lighting fault where response time is under the control of a Distribution Network Operator (DNO)	Street Lighting	Quarterly Days	Fall	26.15 Days	43.00 Days	20.00 Days	20.19 Days	13.00 Days	15.15 Days	No Concerns with data
			<p>The target agreed to by Southern Electrical Contracting is dependent on the performance of Yorkshire Electricity (YE).</p> <p>Performance has improved significantly compared to last quarter. This can be attributed to the introduction of electronic data exchange, the core investment programme and the lighter nights experienced in the summer months, as this reduces the number of faults reported however, further improvements will not be made until YE commit to investing in their deteriorating underground infrastructure.</p> <p>Discussions with Ofgem regarding a national service level agreement are ongoing.</p>										

Revised 2008/09 Full Year Result

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	08/09 Full Year Result	Data Quality
1	National Indicator	NI 186	Per capita reduction in CO2 emissions in the LA area	Sustainable Development	Annually %	Fall	7.1 tonnes per capita	N.A.	N.A.	1.31%	No Concerns with data
<p>At year end 2008-09, figures for per capita emissions in 2005 and 2006 were obtained from the Defra report 'Local and Regional CO2 Emissions Estimates for 2005-6 - LAA indicator NI186 subset' and used to generate the % reduction between the two years. However, on the 21st September 2009, the actual figures were provided by Defra and the reported result for NI 186 has been amended accordingly. Emissions fell by just over 2,300 tonnes of CO2 but as population rose by almost 10,000, per capita emissions fell by 1.31%.</p> <p>The first thing to note about these results is that there is a significant time lag (circa 2.5 years) before data becomes available and (as has been noted above) DECC sometimes need to revise figures. Therefore, the reductions reported above, actually occurred before the start of this performance management period. The new performance figures have been used to compare our performance to similar authorities. Core cities results ranged from increases of 0.4% (Manchester) and 0.3% (Liverpool) to reductions of 2.9% (Nottingham) and 2.2% (Bristol). Our performance ranked 4th in core cities. West Yorkshire authorities all reduced emissions, from 0.5% (Wakefield) to 2.3% (Kirklees). Our performance ranked 3rd in West Yorkshire.</p>											

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## Action Tracker Guidance

### Introduction

The 'Action Trackers' are prepared on a half yearly basis and are intended to give an organisational 'snapshot' view of the progress against the city's top level priorities as set out in the Leeds Strategic Plan and Council Business Plan. They provide a broader range of information and progress than is provided in the performance indicator results alone. Each improvement priority within the Leeds Strategic Plan and Council Business Plan has been allocated to an **Accountable Officer** whose role is to provide leadership, co-ordinate the activities of contributing officers/partners and evaluate the performance information to ensure the delivery of the improvement priority. An action tracker has been completed for every improvement priority by the Accountable Officer who has provided an overall evaluation of progress to date and an assessment of the direction of travel. Please see below a brief summary of the information that has been provided in each of the sections of the action tracker template.

### Overall Progress Traffic Light and Direction of Travel Ratings Explained

	<p>Progressing as expected – on schedule to complete key actions and meet the targets for key performance indicators.</p> <p>Overall the direction of travel is improving.</p>		<p>Minor delays/issues are having an impact on delivery but remedial action is underway/planned and the key performance indicators results are likely to be on, or close to, target.</p> <p>Overall the direction of travel is improving.</p>		<p>Significant delays or issues to address and unlikely to meet targets for key performance indicators.</p> <p>Overall the direction of travel is improving.</p>
	<p>Progressing as expected – on schedule to complete key actions and meet the targets for key performance indicators.</p> <p>Overall the direction of travel is static.</p>		<p>Minor delays/issues are having an impact on delivery but remedial action is underway/planned and the key performance indicators results are likely to be on, or close to, target.</p> <p>Overall the direction of travel is static.</p>		<p>Significant delays or issues to address and unlikely to meet targets for key performance indicators.</p> <p>Overall the direction of travel is static.</p>
	<p>Progressing as expected – on schedule to complete key actions and meet the targets for key performance indicators.</p> <p>Overall the performance is deteriorating.</p>		<p>Minor delays/issues are having an impact on delivery but remedial action is underway/planned and the key performance indicators results are likely to be on, or close to, target.</p> <p>Overall the performance is deteriorating.</p>		<p>Significant delays or issues to address and unlikely to meet targets for key performance indicators.</p> <p>Overall the performance is deteriorating.</p>

<b>Why is this a Priority?</b>	This section provides a brief comment on why this improvement area is a priority. For example it may be to address poor performance particularly in comparison to other similar cities, be a Government priority or it may address a specific local need / inequality etc.
<b>Graphs</b>	This section presents one or two of the aligned performance indicators as a graph. The graph will include information such as past and present performance and future targets
<b>Overall Summary</b>	This section provides an overall summary analysis of the progress to date - taking a view based on <b>all</b> the information provided in the action tracker including the results for the aligned performance indicators. This section should provide a clear explanation for the overall traffic light and direction of travel ratings.
<b>Achievements since the last report</b>	This section provides details of the key achievements/outcomes delivered in the last 6 months. For many improvement priorities there will be a large number of actions and activities but this section will only include the most important high level achievements.
<b>Challenges/Risks</b>	This section sets out any key risks or challenges that may prevent the delivery of the improvement priority.
<b>Council/Partnership Groups</b>	This outlines at which key council or partnership group the Action Tracker has been discussed and/or approved.
<b>Key Actions for the next 6 months</b>	This section provides a summary of next steps/key actions which are due to be carried out over the coming 6 months. Again these are limited to the most important and high level activities and where possible focus on what the impact/outcome will be. For each action/activity the contributory officer/partner responsible for leading this work, any milestones and timescales are included.
<b>Performance Indicator Information</b>	In this section the results for the aligned performance indicators for this improvement priority are presented including the target and are traffic lighted both for the result itself and for data quality. <b>NB</b> Additional performance information is presented in appendix 4.

## Accountability Reporting Guidance

Column Title	Description
PI Type	<p>The PI Type column describes which basket each indicator belongs to. A basket is a set of indicators which we use to report on progress relating to different plans or frameworks, such as the Leeds Strategic Plan.</p> <p>Leeds Strategic Plan Government Agreed - These indicators show progress against the Leeds Strategic Plan and also form our Local Area Agreement.</p> <p>Leeds Strategic Plan Partnership Agreed - These indicators are the locally agreed priorities included in the Leeds Strategic Plan.</p> <p>Business Plan - These are indicators that form part of the Council Business Plan.</p> <p>National Indicator - These indicators are part of the set that are used to measure local government performance.</p> <p>Local Indicator - These are local key indicators for Leeds set by specific service areas.</p>
Reference	Each indicator has a unique reference number.
Title	This is the title given to the indicator.
Service	The service column identifies which team within the Council is responsible for service delivery, monitoring the performance and data quality of each indicator.
Frequency & Measure	<p>The top line in this column identifies how often we collect this information. This may be every month, every three months (quarterly) or once a year (annually). We only report annual indicators at the end of quarter 4 (after the end of March).</p> <p>The second line in this column identifies what measure we use to check on progress. For example, we might measure this result in the number of days or weeks we should take to finish something, such as a planning application. In another case, we might measure the percentage, such as the percentage of enquiries we respond to within five minutes.</p>
Rise or Fall	The good performance column identifies if the results should go up or down to show whether we are doing well. For example, if this is set to rise, you would expect the figures to increase.
Baseline	The baseline column provides a base result for the indicator against which progress can be measured. This is usually based on performance at a specific time in the past. E.g. a previous year.
Last Year Result	This column displays the result at the end of the previous financial year (31 March 2009).
Target	This column shows the target we have agreed for this financial year.
Quarter	This column identifies the result at the end of the quarter.

Predicted Full Year Result	Directorates use this column to show how well they expect to do at the end of the year. They forecast this position depending on the current performance of each indicator. This figure may change each quarter depending on the performance over time of the indicator. We use this figure as one method to inform whether an indicator is red, amber or green.	
	The green light shows that the Directorate predicts this indicator <b>WILL</b> meet its target. The Directorate uses current performance information to make this forecast.	
	An amber traffic light shows that the Directorate predicts this indicator will not meet its target. However, the performance for this indicator is still acceptable and will not result in significant problems. The Directorate uses current performance information to make this forecast.	
	The red lights shows that the Directorate predicts this indicator <b>WILL NOT</b> meet its target at the end of the year. The Directorate uses current performance information to make this forecast.	
Data Quality	To know we can rely on the information in these reports, it has to be of good quality. Directorates use this column to identify indicators where they have concerns about the quality of the information or data in the report. If a Directorate has Some or Significant concerns regarding Data Quality there will be an explanation in the comments field.	
	No Concerns indicates that the Directorate has signed off the data as accurate.	No Concerns
	If Some Concerns has been chosen, the Directorate has concerns about the data and are working to ensure it is accurate and reliable.	Some Concerns
	If Significant Concerns has been chosen, the Directorate thinks that the quality of the data may not be good or that maybe they have not got the correct data.	Significant Concerns
Comments	The comments for each indicator should explain why performance varies. They should also highlight if there are any problems with the quality of the data and what steps the Directorate is taking to improve it. This section will also focus on what will be done to improve the actions and state what outcomes they have achieved.	



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**Report of the Director of City Development**

**Scrutiny Board: City Development**

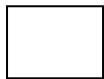
**Date: 8<sup>th</sup> December 2009**

**Subject: Climate change planning for renewables**

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**Electoral Wards Affected:**

All



Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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**1.0 Background**

- 1.1 On the 1<sup>st</sup> September 2009, City Development Scrutiny Board received and discussed a background report outlining the importance of renewable energy in tackling climate change. Scrutiny Board agreed to concentrate on three key issues, namely:
- a. Evaluating options for installing LZC (Low and Zero Carbon) energy as part of the corporate estate, with a focus on small, medium and large scale projects;
  - b. Development control processes to ensure that developments of over 10 dwellings or 1000 m<sup>2</sup> have at least 10% on-site LZC technologies;
  - c. The appropriate delivery structure to ensure that LZC energy, particularly large grid connected or on-site in major regeneration areas, was delivered.
- 1.2 The Board also agreed to discuss progress in planning policy to strategically plan for large-scale grid-connected renewable.
- 1.3 To allow for meaningful discussion, this has been split into two sessions. The first will cover planning issues (1.1.b. and 1.2) and the second will focus on corporate issues (1.1.a. and 1.1.c.).
- 1.4 This report therefore provides brief background for the first session. It is structured so that sections 2 and 3 focus on 1.1.b and sections 4 and 5 focus on 1.2.

## **2.0 Current planning policies for building integrated renewable energy**

- 2.1 The current adopted planning policies regarding renewable energy can be found in the Leeds Unitary Development Plan (UDP) and in the Regional Spatial Strategy (RSS).
- 2.2 The UDP seeks to encourage renewable energy but does not do much more than that. The development of a Local Development Framework (LDF) for Leeds provides the opportunity to address this (see Appendix 1).
- 2.3 The RSS policy ENV5 for plans, strategies, investment decisions and programmes seeks to maximise improvements to energy efficiency and increases in renewable energy capacity. It also seeks to promote and secure greater use of decentralised and renewable or low-carbon energy in new development, including through Development Plan Documents setting ambitious, but viable, proportions of the energy supply for new development to be required from such sources. In advance of local targets, it states that new major developments<sup>1</sup> should provide for at least 10% of the energy needs of the building to come from renewable or low carbon sources, unless this is not feasible or viable. The full text of the policy is set out in Appendix 2.
- 2.4 Our development control approach is covered in section 3 below. Additional details regarding developing planning policies for development integrated renewables are contained in Appendix 1.

## **3.0 Current development control processes for building integrated renewables**

- 3.1 There has been substantial progress in seeking sustainability reports and negotiating agreed BREEAM or Code of Sustainable Homes ratings for major schemes since the Regional Spatial Strategy was adopted in May 2008 and controlling these through planning conditions. In some cases, the proposed sustainability measures have specified uses of renewable energy sources, but a high rating for environmental assessment methodologies such as BREEAM and the Code for Sustainable Homes can be achieved by adopting a range of different sustainability measures.
- 3.2 So far this approach has been particularly focussed around public sector funded schemes (e.g. The Arena, Beeston Hill and Little London PFIs, and Tower Works in Holbeck Urban Village (where the applicants are Yorkshire Forward)), in areas where Supplementary Planning Guidance has a 10% renewables energy target (e.g. Holbeck Urban Village) and where landowners and developers are also seeking to achieve high sustainability measures in their schemes. The University of Leeds, Leeds Metropolitan University and some of the large retail operators (Tesco and Asda) fall within this latter category.
- 3.3 Examples of major developments that will achieve the 10% renewable energy target include the following:
- Gateway Phase 3 East Street – student residential scheme
  - Innovation and business centre – University of Leeds
  - School of Law – Western Campus

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<sup>1</sup> Defined as being developments of 10 dwellings or more or over 1,000 square metres of floorspace

- Earth and Environment building – University of Leeds
- Round Foundry, Green building – offices – HUV
- Replacement Tesco retail store at Oakwood

3.4 In addition there are a number of major schemes where a relevant sustainability condition has been imposed on the approval and which could potentially deliver 10% renewable energy. These include:

- Quarry Hill – offices and hotel scheme
- Trinity Quarter retail scheme
- Clarence Road – mixed use scheme

3.5 In moving this agenda forward, officers have been mindful of a number of factors. The high level policy in the RSS is a useful starting point, but needs to be augmented by relevant policies in the UDP / LDF to carry more significant weight. Those policies are now coming forward in the Core Strategy Preferred Approach. The RSS was adopted in May 2008, shortly before the recession and the substantial economic downturn which has occurred. This has resulted in a significant reduction in major development proposals and the putting back of significant projects because of concerns about the market and viability. Against this backdrop, and the substantial list of current Section 106 contributions requested on major schemes, it was not felt that the timing was right to apply the 10% renewable energy requirement to all major schemes, but instead to encourage developers to consider sustainability measures more widely at scheme inception. Also of importance was the need to bring forward relevant guidance to assist developers to include sustainability measures in their schemes – this will be provided in the Sustainable Construction Guide which is now well advanced. Finally two other issues need to be satisfactorily addressed in moving forward. First the need for a sustainability statement for all major applications as a local validation criteria and second to provide the necessary officer training and resources to provide expertise and support when dealing with this technical subject.

3.6 A consultation draft combining the climate change supplement to PPS1 and PPS22 on renewable energy is to be issued by Communities and Local Government at national level by the end of the year and this will further move the agenda forward.

#### **4.0 Current planning policies for large-scale renewables**

4.1 The current adopted planning policies regarding large-scale grid-connected renewable energy can be found in the Leeds Unitary Development Plan (UDP) and in the Regional Spatial Strategy (RSS).

4.2 As noted above, the current UDP supports renewable energy but is not specific.

4.3 The RSS sets a grid-connected renewable energy target for each Authority, for Leeds this is 11MW by 2010 and 75MW by 2021. This is not applied on a site by site basis; instead the Authority is expected to work with developers across the district to ensure that sufficient proposals are brought forwards to meet the target.

4.4 Currently, the Minerals and Contaminated land team deal with planning applications for large-scale renewables (typically, any wind turbines over 15m tall and most other non-development integrated renewables). The limited extant planning policy

guidance in Leeds means that each application requires significant officer time to determine.

- 4.5 The most up to date figures we have show that there are just under 10 MW of grid connected capacity installed in Leeds (primarily landfill gas), but very little in the development pipeline. This means that we may just meet the RSS target for 2010 but could miss the 2021 target by quite a margin unless we can encourage the development of appropriate large-scale renewables.

## **5.0 Proposed planning policies for large-scale renewables – wind**

- 5.1 Research by AEA technology for the Regional Planning Authority indicated that within Leeds, the technology with the greatest potential to meet the large-scale grid-connected capacity target was wind. Therefore we have focussed efforts on developing wind related policies.

- 5.2 Some authorities have identified 'Areas of Search' for wind farms to give a stronger indication as to locations where wind farms might be suitable. We have not done this because it was considered that as technologies change very quickly, areas which were previously considered unsuitable could quickly become out-of-date. We would not want to rule out areas which could become viable during the plan period. This means that the approach that has been taken is to provide a map of wind speeds across the District which indicates those areas with the greatest potential for wind energy generation. Alongside that we have provided a criteria based policy which indicates the criteria that developers would have to satisfy in order to secure a consent. The form of words for this Policy is still developing but will be along the lines of the wording below:

### **5.3 PREFERRED POLICY POSITION – ENERGY 2: WIND ENERGY**

- 5.4 **Wind energy development proposals will be encouraged provided that they have no unacceptable impact on:**

- a. **the historic and natural landscape, landscape character, townscape, conservation areas, listed buildings or significant archaeological and cultural heritage sites;**
- b. **ecology or nature conservation;**
- c. **the amenity of the area in respect of noise, shadow flicker, dust or visual impact;**
- d. **highway safety in respect of vehicular movements, access during construction and decommissioning and a safe set-back from roads, railways and public rights of way;**
- e. **civilian and military aeronautical radar or the operation of airports, airfields, airstrips or aerodromes; and**
- f. **telecommunications and television reception.**

- **In addition proposals shall provide for reinstatement of the site through the removal of the facilities should it cease to be operational or upon decommissioning.**



## **6.0 Future developments to build capacity**

- 6.1 Future Energy Yorkshire (part of CO<sub>2</sub> Sense, a wholly-owned subsidiary of Yorkshire Forward) proposes to develop a package of support for leading authorities to help them to encourage appropriate scale renewables. This package of support would encompass both training for development control officers and support for planning policy officers, in the form of research to help provide evidence on the suitability of different forms of renewables to areas of the city. Critically, this would not just focus on grid-connected renewables to meet RSS targets. Taking a broader approach begins to develop a new renewable energy infrastructure for Leeds, to reduce CO<sub>2</sub> emissions in line with our Climate Change Strategy and to build resilience to future energy shocks and rising energy prices.
- 6.2 We have expressed interest in participating in this support programme, with particular interest in:
- a. Combined heat and power and district heating;
  - b. Renewable heat (such as biomass);
  - c. Dispersed smaller-scale renewables in existing buildings;
  - d. Technical limitations and technical improvements for wind energy.
- 6.3 Additionally, the council is currently researching a business case to establish a separate Energy Services Company (ESCO) in Leeds, specifically to support developers to meet future planning policy requirements for renewables. We expect to make a decision on this within the next two years.

## **7.0 Recommendations**

- 7.1 That Scrutiny Board note the content of the report.
- 7.2 That Scrutiny Board raise any concerns and identify areas where progress updates are required.

## **Background Papers**

- Leeds Unitary Development Plan (UDP)
- Regional Spatial Strategy (RSS)
- Local Development Framework (LDF)
- Sustainable Construction Guide.

## **Appendix 1 - EMERGING RENEWABLE ENERGY POLICY IN THE LDF**

### **1.0 CORE STRATEGY**

- 1.1 As part of the development of the Local Development Framework, we are required by Government to consider renewable energy provision. We have therefore developed policies for both the Core Strategy and the Natural Resources and Waste Development Plan Document.
- 1.2 The Core Strategy provides the broad strategic approach and overarching policy framework. All our other Development Plan Documents, Area Action Plans and Supplementary Planning Documents must be in conformity with it. The Government has made clear in its supplement to Planning Policy Statement 1, Planning and Climate Change, that LDFs have a major role in delivering the Government's Climate Change Programme. It also states that the Core Strategy should set out a framework that promotes and encourages renewable and low-carbon energy.
- 1.3 The Leeds Core Strategy is currently at Preferred Options stage which is the subject of a six week consultation period. The results of the consultation will be used to help us firm up our policies into a final document. The final document will be examined by an independent Inspector and tested for 'soundness' before it can be adopted. The Preferred Options (known as the Preferred Approach) include the following key policies regarding renewable energy:

### **2.0 POLICY CC1 : CLIMATE CHANGE - CO<sub>2</sub> REDUCTION**

- 2.1 **All developments of 10 dwellings or more or over 1,000 square metres of floorspace, whether new-build or conversion, will be required to:**
- a. reduce total predicted carbon dioxide emissions to 20% less than the Building Regulations Target Emission Rate until 2016 when all development will be expected to be zero carbon; and**
  - b. provide a minimum of 10% of the predicted energy needs of the development from decentralised, renewable or low carbon energy.**
- **Carbon dioxide reductions achieved in meeting policy b) will contribute to meeting policy a).**
- 2.2 **The required percentage reductions may increase as advances in technology enable higher levels of carbon reduction. Details of this will be provided in the Sustainable Design and Construction Supplementary Planning Document.**
- 2.3 **If it can be demonstrated that decentralised renewable or low carbon energy generation is not practical on or near the proposed development, it may be acceptable to provide a contribution equivalent to the cost of providing the 10%, which the Council will use towards an off-site renewable energy scheme.**
- 2.4 **The renewable or low carbon energy technologies must be operational before any new or converted buildings are occupied.**

### **3.0 POLICY RE1: RENEWABLE ENERGY**

- 3.1 **The City Council, will in principle, support opportunities to improve energy efficiency and the increase in renewable energy capacity, as a basis to reduce**

greenhouse gas emissions. This includes wind energy, hydro power, biomass treatment, solar energy, landfill gas and electricity, heat from waste, combined heat and power and securing the greater use of decentralised and low carbon energy in new development. Further detailed policy guidance on these matters, is provided as part of the emerging Natural Resources and Waste Development Plan Document.

#### 4.0 POLICY SC7 : SUSTAINABLE DESIGN AND CONSTRUCTION

4.1 To require developments of 1000 or more square metres or 10 or more dwellings (either new build or conversion if feasible) to meet at least the standard set by BREEAM or Code for Sustainable Homes as shown in the table below. A post construction review certificate will also be required prior to occupation.

	2009	2010	2013	2016
<b>Leeds</b> Code for Sustainable Homes requirement	N/a	Code level 3	Code level 4	Code level 6
<b>Leeds</b> BREEAM standard for non-residential buildings requirement	N/a	Very Good	Excellent	Excellent

#### 5.0 NATURAL RESOURCES AND WASTE DEVELOPMENT PLAN DOCUMENT

5.1 More detailed technical planning policy is being developed in the emerging Natural Resources and Waste Development Plan Document. This is also at Preferred Options stage and due to go out for public consultation in December. The policies in it are intended to further encourage renewable energy provision, particularly wind energy, micro-generation, Energy from Waste and Combined Heat and Power (CHP). The DPD also introduces the Council's commitment to delivering an Energy Service Company (ESCo) – which will be essential if we are to insist on developers meeting Code Level 6 of the Code for Sustainable Homes or BREEAM excellent (as required by the Core Strategy Policy SC7 above).

#### 6.0 SUSTAINABLE CONSTRUCTION SUPPLEMENTARY PLANNING DOCUMENT

6.1 Further detailed guidance giving suggestions to developers on how to incorporate renewable energy is contained within the Sustainable Construction Supplementary Planning Document which will hopefully be adopted early in 2010. The policies in the SPD can only be applied voluntarily until the parent policies in the Core Strategy are adopted and then the SPD can be applied as a requirement.

## APPENDIX 2 – FULL TEXT OF REGIONAL SPATIAL STRATEGY POLICY ENV5

The Region will maximise improvements to energy efficiency and increases in renewable energy capacity. Plans, strategies, investment decisions and programmes should:

- A. Reduce greenhouse gas emissions, improve energy efficiency and maximise the efficient use of power sources by:
  1. Requiring the orientation and layout of development to maximise passive solar heating
  2. Ensuring that publicly funded housing, and Yorkshire Forward supported development, meet high energy efficiency standards
  3. Maximising the use of combined heat and power, particularly for developments with energy demands over 2MW, and incorporating renewable sources of energy where possible
  4. Ensuring that development takes advantage of community heating opportunities wherever they arise in the region, including at Immingham and near Selby
  5. Providing for new efficient energy generation and transmission infrastructure in keeping with local amenity and areas of demand
  6. Supporting the use of clean coal technologies and abatement measures
  
- B. Reduce greenhouse gas emissions, improve energy efficiency and maximise the efficient use of power Maximise renewable energy capacity by:
  1. Delivering at least the following Regional and Sub-Regional targets for installed grid-connected renewable energy capacity:

	<b>2010</b>	<b>2021</b>
Humber	124MW	350MW
North Yorkshire	209MW	428MW
South Yorkshire	47MW	160MW
West Yorkshire	88MW	295MW
Offshore	240MW	630MW
<b>Total</b>	<b>708MW</b>	<b>1862MW</b>

2. Monitoring annually planning permissions and developments against the indicative local authority targets for 2010 and 2021 set out in Table 10.2 and taking action accordingly in order to ensure the regional and subregional targets are exceeded
  
3. Promoting and securing greater use of decentralised and renewable or low-carbon energy in new development, including through Development Plan Documents setting ambitious but viable proportions of the energy supply for new development to be required to come from such sources. In advance of local targets being set in DPDs, new developments of more than 10 dwellings or 1000m<sup>2</sup> of non-residential floorspace should secure at least 10% of their energy from decentralised and renewable or low-carbon sources, unless, having regard to the type of development involved and its design, this is not feasible or viable.

**TABLE 10.2: Indicative local targets for installed grid-connected renewable energy in 2010 and 2021 (MW)**

	<b>2010</b>	<b>2021</b>
Leeds	11	75
Wakefield	11	41
Calderdale	19	53
Kirklees	11	48
Bradford	11	56
Co-firing	25	23
<b>West Yorkshire</b>	<b>88</b>	<b>295</b>

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Originator: Richard Mills

Tel: 247 4557

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (City Development)

Date: 8th December 2009

### Subject: Recommendation Tracking

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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 A formal system of recommendation tracking was introduced a few years ago to ensure that scrutiny recommendations are more rigorously followed through. The Board now receives a quarterly report on any recommendations from previous inquiries which have not yet been completed.
- 1.2 This allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.
- 1.3 A standard set of criteria has been produced, to enable the board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 1.4 For each outstanding recommendation, a progress update is provided. In some cases there will be several updates, as the board has monitored progress over a period of time.
- 1.5 This report provides members of the Scrutiny Board with a summary of the further progress made in implementing recommendations 3 and 4 of the Board's Statement on the A660 corridor improvement. The Board agreed in September that recommendations 1 and 2 be signed off as "achieved". The progress update has been provided by the Director of City Development and the Executive Member for development and regeneration.

- 1.6 To assist members, the Principal Scrutiny Adviser has given a draft status for recommendation 3 and 4. The Board is asked to confirm whether these assessments are appropriate, and to change them where they are not.
- 1.7 In deciding whether to undertake any further work, members will need to consider the balance of the board's work programme.

## **2.0 Process of assessing progress**

- 2.1 Members are asked to assess the progress made with implementing recommendations 3 and 4, and whether it is acceptable, following the flowchart at Appendix 1. Members are asked to classify the response, using the following classifications (see Appendix 1):

- 1 – Stop monitoring
- 2– Achieved
- 3 – Not achieved (obstacle)
- 4 - Not achieved (Progress made acceptable. Continue monitoring)
- 5 – Not achieved (progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

- 2.2 It would be appropriate to use category 6 if the timescale was not yet reached for completion of the recommendation.

## **3.0 Recommendations**

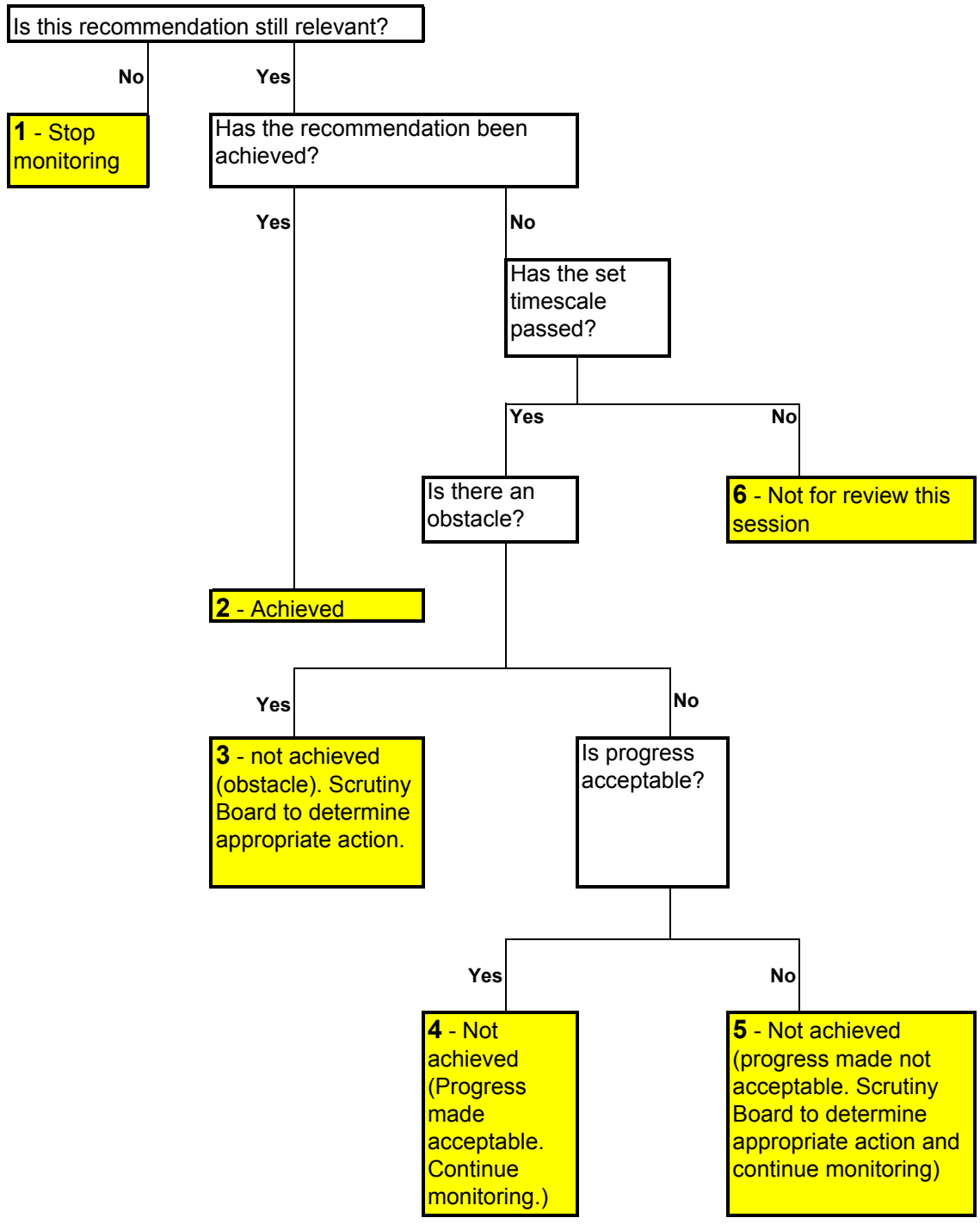
- 3.1 Members are asked to consider recommendations 3 and 4 and :
- Agree those recommendations which no longer require monitoring;
  - Identify any recommendations where progress is unsatisfactory and determine the action the board wishes to take as a result.

Background Papers

None



**Recommendation tracking flowchart and classifications:**  
**Questions to be Considered by Scrutiny Boards**



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No	Recommendation	Where we are up to	Stage	Cont
1	That the Chief Highways Officer 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.	A draft revised template for member consultations and form of words for wider consultations has been prepared. This seeks to ensure members and other consultees are encouraged to respond and emphasises that if a response is not received it cannot be considered as an objection by implication. It is expected that this approach will be fully implemented from September. In the meantime all senior managers in the service are fully aware of the issues raised by the Scrutiny investigation.	2	No
2	That the Chief Highways Officer 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.	<p>It is important that the consultation process is proportionate to the scheme and that it is meaningful for Members and officers alike. In this regard schemes that are likely to be of wider interest and impact than purely the local Ward need to be identified. Previously, at the outset of each financial year Area Managers are notified of the anticipated programme for highway maintenance works and this will be expanded later this year to include notification of all highways schemes. Ward members have received a full listing of all schemes within their wards.</p> <p>Where a scheme is adjudged to have a more than local significance, the local Member consultation described is being supplemented by the inclusion of the Area Committee Chair in the consultation process. The significance of a scheme is a subjective matter but would generally include most schemes identified as Key Decisions and some Major Decisions. This would take account of the scale, extent and transport impact of proposals, together with neighbourhood impacts for which advice from area management officers would be sought.</p>	2	No

Scrutiny Board (City Development) 2009/2010 - A660 Statement - Recommendation Monitoring

3	That the Chief Highways Officer 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.	As reported previously revised scheme proposals have been prepared for this junction and are being progressed for implementation. The proposals provide the required new crossing of Clarendon Road and revisions to the existing crossing of Woodhouse Lane. Long standing issue of unauthorised parking obstructing the adjacent bus lay-by on Woodhouse Lane are also addressed. The scheme will bring immediate benefits to the local area and has been designed to fit with the New Generation Transport proposals, although some modifications will be required to accommodate the likely NGT final design. It is anticipated that the scheme will be completed during the current financial year.	4	Yes
4	That the Chief Highways Officer 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 scheme are not considered in isolation.	A public consultation exercise was undertaken for the scheme including the A660 during the summer of 2009. This is now complete and has informed the preparation and submission of the major scheme business case for Programm Entry to the Department for Transport. The NGT scheme is central to the delivery of transport strategy within the A660 and the officers involved with other works streams will continue to liaise through the project team to ensure the various transport elements for the corridor can be integrated.	4	Yes



Originator: R L Mills

Tel: 2474557

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (City Development)

Date: 8th December 2009

Subject: Work Programme, Forward Plan of Key Decisions and Latest Executive Board Minutes

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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 Introduction

- 1.1 Appendix 1 to this report provides Members with a copy of the Board's current Work Programme.
- 1.2 Appendix 2 is the current Forward Plan of Key Decisions for the period 1st December 2009 to 31st March 2010.
- 1.3 Appendix 3 provides Members of the Board with the latest Executive Board minutes.

## 2.0 Recommendations

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

### Background Papers

None used

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**Scrutiny Board (City Development) - Last Revised 19th November 2009**

Appendix 1

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 8<sup>th</sup> December 2009</b>		Reports required by 17th November	
<b>Recommendation Tracking</b>	To monitor progress on meeting the recommendations agreed on the A660		MSR
<b>Quarterly Accountability Reports</b>	To receive quarter 2 performance reports		PM
<b>Review of Conservation Unit &amp; Conservation Areas</b>	To consider a report of the Director of City Development	The Board requested this at their meeting on 9th June 2009	RP
<b>Climate Change</b>	To consider the development of control processes to ensure that developments of over 10 dwellings or 1000m <sup>2</sup> have at least 10% on-site Low / Zero Carbon (LZC) technologies	The Board agreed to consider 3 key issues on 1st September 2009. This is the first. Key issues 2 & 3 will be considered on 9th March 2010	DP
<b>Request for Scrutiny Nos of people killed and seriously injured on our roads</b>	To consider a request for scrutiny from Cllr S Bentley and a report of the Director of City development	A report was requested by the Board at their meeting on 10th November to assist in their deliberations	RFS

**Scrutiny Board (City Development) - Last Revised 19th November 2009**

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 12<sup>th</sup> January 2010</b>		Reports required by 23rd December 2009	
<b>Scrutiny of the Budget</b>	To receive budget proposals under the budget and policy framework rules		
<b>Session 1 Inquiry to Review the Method by which Planning Applications are Publicised and Community Involvement takes place</b>	To consider a report of the Director of City Development	The terms of reference for this Inquiry was agreed by the Board at its meeting on 13th October 2009	RP/DP
<b>Consultation document on the Agenda for an Improved Economic Performance</b>	To consider a consultation document on the Agenda for improved Economic Performance	Was to be considered by Scrutiny Board in the Autumn 2009 before final submission to Executive Board at the end of the year but the timetable has been moved to the New Year	RP/DP
<b>Review of the City Centre Loop</b>	To consider an initial report by the Director of City Development	<p>Advised in December 2008 that modelling work would commence in January 2009 and would not be completed until the summer.</p> <p>The Director has further advised that consultants have recently produced their technical report and work is now underway to produce a paper for consideration at this meeting</p>	DP/RP



**Scrutiny Board (City Development) - Last Revised 19th November 2009**

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 9th February 2010</b> Reports required by 20th January 2010			
<b>Session 2 Inquiry to Review the Method by which Planning Applications are Publicised and Community Involvement takes place</b>	To consider further evidence		RP/DP
<b>Legible Leeds Project</b>	To consider a progress report	The Board on 13th October 2009 considered a report on this issue and requested a further update in February/March 2010	
<b>Meeting date: 9th March 2010</b> Reports required by 17th February 2010			
<b>Session 3 Inquiry to Review the Method by which Planning Applications are Publicised and Community Involvement takes place</b>	To consider the Board's final report and recommendations		RP/DP
<b>Recommendation Tracking</b>	To monitor progress on meeting the recommendations agreed in 2009/2010		MSR
<b>Quarterly Accountability Reports</b>	To receive quarter 3 performance reports		PM

**Scrutiny Board (City Development) - Last Revised 19th November 2009**

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Playbuilder Initiative</b>	To consider a further update from the Director of Children's Services with on this initiative	An initial report was considered by the Board on 1st September 2009	DP
<b>Performance Indicator NI 157 - Majors</b>	To consider a report of the Director of City Development on this National Indicator in detail	Scrutiny Board on 1st September 2009 in considering the performance reports of the department in Q1 requested to consider this target on major planning applications including some case studies.	RP/B
<b>Climate Change</b>	<p>To evaluate the options for installing LZC energy as part of the corporate estate with a focus on small, medium and large scale projects</p> <p>To consider the appropriate delivery structure to ensure that LZc energy, particularly large grid connected or on-site in major regeneration areas, was delivered</p>	The Board agreed to consider 3 key issues on 1st September 2009	
<b>Meeting date: 6<sup>th</sup> April 2010</b>		Reports required by 17th March 2010	
<b>Annual Report</b>			

**Key:** CCFA / RFS – Councillor 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

**Scrutiny Board (City Development) - Last Revised 19th November 2009**  
**Issues Identified but not yet included in Work Programme**

1. Leisure Centres and Vision for Sport /sport centre closures- report going to Executive Board July 2009. Scrutiny Board would like to consider to have input to the 5 year vision and perhaps do some further scrutiny
2. Report requested updating members on work to improve signage in the station area and city centre and the Civic Trust proposals.
3. Agreed that arrangements be made for Members of the Scrutiny Board to visit the building site of the new well being PFI leisure centre site at Morley as soon as the new build has progressed to make the visit worthwhile.
4. Report requested on Review of Libraries - new technology, opening hours, greater use of mobile libraries, building maintenance.
5. Update report requested from Marketing Leeds and the role it plays in marketing Leeds nationally and internationally
6. Concerns expressed by Members as to the lack of publicity and promotion of "gems" in the city some privately owned (Wetherby racecourse, Harewood House) and the many events like concerts, Chapeltown Carnival, St George's Day
7. Report on the outcome of the trial of a designated barbecue area on Woodhouse Moor probably September 2010
8. The Board in December 2008 asked that further scrutiny be undertaken of the work being carried out to the City Varieties during 2009.
9. Possible issue raised by the Board in June 2008 for consideration later in the year - Review of the Environmental Policy and EMAS.

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**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 December 2009 to 31 March 2010

Appendix 2

<p>Buslingthorpe Conservation Area To designate a Conservation Area in Buslingthorpe covering an area which predominately consists of industrial premises in the valley of the Meanwood Beck</p>	<p>Chief Planning Officer</p>	<p>1/12/09</p>	<p>Ward Members and English Heritage</p>	<p>Report</p>	<p>Chief Planning Officer richard.taylor@leeds.gov.uk</p>
<p>Parks and Countryside Nursery Seeds, Compost and Pot Tender To approve Suppliers</p>	<p>Chief Recreation Officer</p>	<p>1/12/09</p>	<p>N/A</p>	<p>Tender Submissions</p>	<p>Chief Recreation Officer paul.ackroyd@leeds.gov.uk</p>
<p>Award of tender for supply of cardiovascular and strength equipment</p>	<p>Chief Recreation Officer</p>	<p>1/12/09</p>	<p>Sport and Active Recreation Department</p>	<p>Relevant reports for the award of tender and associated Delegated Decision Notice</p>	<p>Chief Recreation Officer kim.newman@leeds.gov.uk</p>
<p>City Card To approve an injection to the capital programme of £1,342,000 and to give authority to spend</p>	<p>Executive Board (Portfolio: Central and Corporate)</p>	<p>9/12/09</p>	<p>Executive Member, LMT</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Officer Resources and Strategy ed.mylan@leeds.gov.uk</p>

<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)
Business Support Scheme for the Council's Commercial Tenants Agree the establishment of a Business Support Scheme for Council's Commercial Tenants	Executive Board (Portfolio: City Development)	9/12/09	Executive Member	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development paul.stephens@leeds.gov.uk
Leeds LDF Annual Monitoring Report (2009) Approval of the City Council's 2009 LDF Annual Monitoring Report for submission to the Secretary of State by 31 <sup>st</sup> December 2009	Executive Board (Portfolio: Development and Regeneration)	9/12/09	Development Plan Panel (8 <sup>th</sup> December 2009)	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development david.feeney@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)
<p>Publication of Leeds Climate Change Action Plan To approve the content of the Leeds Climate Change Strategy: Action Plan</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>9/12/09</p>	<p>Significant consultation has already been undertaken as part of the Leeds Climate Change Strategy development. Specifically, both the Leeds Initiative and the Council Executive Boards requested an action plan to support the strategy. The action plan has been written in cooperation with circa 30 officers across the council.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development george.munson@leeds.gov.uk</p>
<p>A65 Quality Bus Initiative Authority to spend up to £2million pound advance payments for Statutory Undertakers Diversions . Subject to full approval, authority to construct the A65 QBI at a cost of £16million</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>9/12/09</p>	<p>Ongoing consultation</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Officer (Highways and Transportation) paul.russel@leeds.gov.uk</p>

<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)
<p>Middleton Park Restoration Project; Submission of Stage 2 Bid to the Heritage Lottery Fund</p> <p>To approve the submission of the Stage 2 Bid to the Heritage Lottery Fund (HLF) for Middleton Park.</p>	<p>Executive Board (Portfolio: Leisure)</p>	<p>9/12/09</p>	<p>Consultation with communities in the area, the Executive Member, with Local Ward Members and with the Heritage Lottery Fund will be ongoing during the development phase between March and July.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting.</p>	<p>Chief Recreation Officer richard.mond@leeds.gov.uk</p>
<p>City Varieties</p> <p>To give authority to spend £600,000 on refurbishment works to the City Varieties Theatre</p>	<p>Executive Board (Portfolio: City Development)</p>	<p>9/12/09</p>	<p>Executive Member, City Varieties Project Board</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Officer Libraries, Arts and Heritage catherine.blanshard@leeds.gov.uk</p>



<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)
Morley Conservation Area To amalgamate and extend the Morley Town Centre and Morley Dartmouth Park Conservation Area into the Morley Conservation Area and adopt the Morley Conservation Area Appraisal and Management Plan as non-statutory planning guidance	Chief Planning Officer	1/1/10	Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and other bodies	Report and Morley Conservation Area Appraisal and Management Plan	Chief Planning Officer richard.taylor@leeds.gov.uk
Community Asset Strategy Approval requested	Executive Board (Portfolio: Development and Reeneration)	6/1/10	Asset Management Board 24 <sup>th</sup> July	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development john.ramsden@leeds.gov.uk
Sustainable Buildings Strategy Approval requested	Executive Board (Portfolio: Development and Reeneration)	6/1/10	September Strategic Investment Board	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)
Proposed development of new Middleton Enterprise Centre Executive Board approval to incur expenditure on a new Enterprise Centre in Middleton	Executive Board (Portfolio: Development and Regeneration)	6/1/10	Ward members, stakeholder groups and local residents	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development neill.fishman@leeds.gov.uk
Leeds Arena, Proposed Appointment of Technical Monitoring Advisor To appoint a technical monitoring advisor on the proposed arena development for the duration of the design and build stage of the project.	Director of City Development	21/1/10	Arena Project Board	Report to Director of City Development	Director of City Development martin.farrington@leeds.gov.uk
Asset Management Plan and Capital Strategy Approval of the Capital Strategy and Asset Management Plan	Executive Board (Portfolio: Development and Regeneration)	12/2/10		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)
<p>A653 Dewsbury Road Bus Priority Measures, Ring Road, Beeston Park Bus Lane</p> <p>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.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>12/2/10</p>	<p>Initial Member consultation has taken place.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development jean.dent@leeds.gov.uk</p>
<p>Grants to Major Arts Organisations</p> <p>Approve levels of funding</p>	<p>Chief Officer Libraries, Arts and Heritage</p>	<p>4/3/10</p>	<p>Applications subject to scrutiny by appropriate officers</p>	<p>Grant applications of Major Arts Organisations</p>	<p>Chief Officer Libraries, Arts and Heritage catherine.blanshard@leeds.gov.uk</p>

**LEEDS CITY COUNCIL**

**BUDGET AND POLICY FRAMEWORK DECISIONS**

<b>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>
Budget	Council	24 <sup>th</sup> February 2010	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Resources
Council Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Children & Young People's Plan	Council	1 <sup>st</sup> July 2009	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
Community Strategy	Council	2011	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Council Business Plan	Council	July 2011	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Crime and Disorder Reduction Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environments and Neighbourhoods

<b>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>
Development Plan documents	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Local Transport Plan	Council	2011	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Plans and alterations which together comprise the Development plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Youth Justice Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
Licensing Authority Policy Statement	Council	December 2009	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Asssistant Chief Executive (Corporate Governance)
Leeds Strategic Plan	Council	July 2011	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Safer Leeds Partnership Plan 2008	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environments and Neighbourhoods
Health and Wellbeing Partnership Plan	Council	July 15 <sup>th</sup> 2009	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Care

<b>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>
Economic Development Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Climate Change Strategy	Council	22 <sup>nd</sup> April 2009	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Leeds Housing Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Neighbourhoods and Environment

**NOTES:**

The Council's Constitution, in Article 4, defines those plans and strategies which make up the Budget and Policy Framework. Details of the consultation process are published in the Council's Forward Plan as required under the Budget and Policy Framework.

Full Council ( a meeting of all Members of Council) are responsible for the adoption of the Budget and Policy Framework.

## EXECUTIVE BOARD

WEDNESDAY, 4TH NOVEMBER, 2009

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

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

Councillor R Lewis - Non-Voting Advisory Member

### 108 Minutes

**RESOLVED** – That the minutes of the meeting held on 14<sup>th</sup> October 2009 be approved.

### ADULT HEALTH AND SOCIAL CARE

### 109 Deputation to Council - The 'Time to Change' City Wide Steering Group Seeking Leeds City Council Support for the Events Planned to be held in Leeds as part of the National 'Time to Change' Campaign

The Director of Adult Social Services submitted a report in response to the deputation to Council from the 'Time to Change' City-Wide Steering Group on 16<sup>th</sup> September 2009.

#### **RESOLVED –**

- a) That the Council's support for the Deputation be confirmed, and that the work of Time to Change be endorsed by promoting the campaign to a wide audience across the City.
- b) That it be noted that the Council will carry promotional materials in One Stop Centres, Libraries etc and place links to the Time to Change campaign on the LCC website and intranet.
- c) That the Board notes the Council's approach in tackling these issues, as described in paragraph 3.1.2 of the report, and agrees that the Council can lead by example in line with its Disability Employment Strategy, by ensuring that good practice is followed in supporting employees with mental health problems.

### 110 Deputation to Council - The Access Committee for Leeds regarding Planned Day Centre Closures

Draft minutes to be approved at the meeting  
to be held on Wednesday, 9th December, 2009

The Director of Adult Social Services submitted a report in response to the deputation to Council from the Access Committee for Leeds on 16<sup>th</sup> September 2009.

**RESOLVED** - That the response to the deputation be noted and considered in conjunction with the accompanying report from Day Centres to Day Services: Response to the Consultation on Day Services as referred to in minute 111 below.

**111 From Day Centres to Day Services - Response to the Consultation on Day Services**

Further to minute 43 of the meeting held on 22<sup>nd</sup> July 2009 The Director of Adult Social Services submitted a report summarising the consultation process undertaken with respect to the future role and purpose of the Council's day centres for older people, and detailing the recommendations for the development of day services for older people, following consideration of the responses received.

**RESOLVED -**

- a) That the outcome of the consultation and comments received be noted.
- b) That the revised proposals outlined at paragraphs 5.4 to 5.8 of the report be approved
- c) That the implementation plan outlined in paragraph 6 be endorsed.
- d) That active consideration be given to the future use of the buildings with a particular review of locally based services in the Holbeck area.
- e) That further work to publicise and promote the implementation of self directed support and personal budgets be championed through the scrutiny review of Personalisation.
- f) That supply and demand of day care services be kept under close review with further reports as required.

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



## **CENTRAL AND CORPORATE**

### **112 Financial Health Monitoring 2009/10 - Half Year Report**

The Director of Resources submitted a report on the financial health of the authority after six months of the financial year in respect of the revenue budget and the housing revenue account.

#### **RESOLVED –**

- a) That the projected financial position of the authority after six months of the financial year be noted and that directorates be requested to continue to develop and implement action plans.
- b) That Council be recommended to approve a virement in the sum of £1,000,500 from debt charge savings to fund the early leavers initiative.

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

### **113 Capital Programme Update 2009-2013**

The Director of Resources submitted a report providing financial details of the 2009/10 month 6 Capital Programme position and proposing a small number of scheme specific approvals which had arisen since the 2008/09 – 2012/13 Capital Programme was approved in February 2009.

#### **RESOLVED –**

- a) That the latest position on the general fund and Housing Revenue Account capital programmes be noted together with the fact that further work will take place with East North East Homes to clarify funding responsibilities.
- b) That it be noted that the general fund capital programme now takes account of £1,000,000 of additional highways maintenance costs and £1,600,000 of Building Schools for the Future development costs in 2009/10.
- c) That approval be given to the release of £844,000 from the Strategic Development Fund already earmarked for New Generation Transport to meet the Council's share of development costs in 2009/10.
- d) That approval be given to the transfer of £50,000 from the capital contingency scheme to meet the development costs on the Accelerated Development Zones pilot scheme.
- e) That the earmarking of the Wortley High School capital receipt to the Building Schools for the Future programme be approved.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 9th December, 2009

- f) That the injection of additional spend of £600,000 on the City Varieties Music Hall be approved.

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

**114 Treasury Management Strategy Update 2009/10**

The Director of Resources submitted a report providing a review and update on the Treasury Management Strategy for 2009/10.

**RESOLVED** - That the update on Treasury Management borrowing and investment strategy for 2009/10 be noted.

**115 Gambling Act 2005 Statement of Licensing Policy**

The Assistant Chief Executive (Corporate Governance) submitted a report providing an update on the review and public consultation of the Gambling Act 2005 Statement of Licensing Policy, and presenting the revised document for the purposes of the Board's recommendation to full Council.

The Assistant Chief Executive (Corporate Governance) reported the outcome of discussions at the meeting of the Scrutiny Board (Central and Corporate) on 2<sup>nd</sup> November 2009.

**RESOLVED –**

- a) That having considered the responses to the consultation carried out, including the comments of Scrutiny Board given verbally at this meeting and the Final Consultation Report at Appendix 2, this Board endorses the proposed responses to the consultation exercise and recommends to full Council that these be approved as the Council's response to matters raised in consultation.
- b) That the revised draft Statement of Gambling Policy as set out at Appendix 1 to the report be noted and that full Council be recommended to approve this as the final Policy under the Gambling Act 2005.

**116 Council Business Plan 2008-11: Mid-Term Review and Refresh**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report outlining a number of proposed amendments to the Council Business Plan 2008-2011.

**RESOLVED –**

- a) That the proposed changes to the Council Business Plan 2008-11 be approved.

- b) That Council be recommended to approve these amendments at their meeting on 18<sup>th</sup> November 2009.
- c) That the Chief Executive be authorised to review and update any performance targets for the final year of the plan.

## **ENVIRONMENTAL SERVICES**

### **117 Revised Environment Policy**

The Director of City Development submitted a report presenting for adoption the revised Environment Policy, clarifying the rationale behind the Policy and identifying the core elements and the links to the Leeds Strategic Plan, Eco Management and Audit Scheme (EMAS) and other requirements.

**RESOLVED** – That the revised Environment Policy at Appendix 1 to the report, which will be signed by the Joint Leaders of the Council and the Chief Executive, be approved for adoption.

## **DEVELOPMENT AND REGENERATION**

### **118 Remediation of Gardens in the Meanwood Area - Contaminated Land Inspection Strategy**

The Director of City Development submitted a report on a proposed scheme of remediation works to 41 properties in the Meanwood area to remove contaminated soil from all garden areas, to a minimum depth of 0.6m, and replacement with clean soil; the scheme to be funded by grant from the Department for the Environment, Food and Rural Affairs.

**RESOLVED** –

- a) That approval be given to a fully funded injection of £1,375,503 into the 2009/12 Capital Programme from DEFRA government grant.
- b) That approval be given to the incurring of expenditure of £1,375,503 on the construction works relating to the scheme.

## **NEIGHBOURHOODS AND HOUSING**

### **119 New Social Housing in EASEL**

The Director of Environment and Neighbourhoods submitted a report providing details of a new funding opportunity which would enable two of the EASEL phase 1 sites to be brought forward for the provision of new social housing.

**RESOLVED** –

- a) That the construction of a 63 unit scheme within the EASEL area be authorised and that responsibility for the appropriate negotiations within

the funding approved in this decision be delegated to the Directors of Environment and Neighbourhoods, City Development and Assistant Chief Executive (Corporate Governance).

- b) That approval be given to an injection into the capital programme of £7,089,000 and that expenditure in the same sum be authorised for the building of 63 new social houses which will be funded from £3,509,000 of Homes and Communities Agency grant and £3,580,000 prudential borrowing funded from the Housing Revenue Account.

## **CHILDREN'S SERVICES**

### **120 Proposal for Expansion of Primary Provision in the Gildersome Area**

The Chief Executive of Education Leeds submitted a report on a proposed consultation exercise with respect to permanently expanding Gildersome Primary School by one form of entry with effect from 2011, as part of the remodelling work planned through the Primary Capital Programme.

In presenting the report the Executive Member (Learning) corrected a reference to a recommendation of the report as contained in the Executive Summary by deletion of the reference to 2012 and its replacement with 2011.

#### **RESOLVED –**

- a) That formal consultation be undertaken on the proposal to permanently expand Gildersome Primary School by one form of entry to two forms of entry with effect from September 2011.
- b) That a report on the outcome of the consultation be brought back to the Board in Spring 2010.

### **121 Design and Cost Report - Boston Spa Children's Centre**

The Acting Chief Officer of Early Years and Integrated Youth Support Service Leeds submitted a report outlining proposals with respect to the development of Boston Spa Children's Centre.

**RESOLVED –** That approval be given to the transfer of £468,900 from the Phase 3 Children's Centre Parent (capital scheme 14778) and £100,000 from the GSSG Extended Services Parent 2008-2010 (capital scheme 14777), £100,000 from GSSG Quality and Access funding, £60,000 Section 106 monies, £105,000 Area Management funding, £20,000 of Youth Capital funding and that authority be given to incur expenditure on construction £668,300, equipment £30,000, and fees £155,600.

## 122 Multi-function centre: Co-Location Capital Grant

### (a) Design and Cost Report: 'Wyke Beck Community Centre' Co-Location Capital Grant 2009/10 – 2010/11

The Director of Children's Services submitted a report on the proposed injection of the £3,335,000 Co-Location Capital Grant funding into the Council's capital programme and seeking authority to spend the capital monies on the 'Wyke Beck Community Centre' scheme.

**RESOLVED** – That the injection of capital expenditure in the sum of £3,335,000 into the capital programme be approved and that authority be given to spend in the same amount as set out in section 3 of the report.

### (b) Lease of Land Adjoining the David Young Academy

The Director of Children's Services submitted a report on a request received from the David Young Community Academy for a lease of land associated with the Co-location scheme referred to in (b) above.

**RESOLVED** – That the request from the David Young Community Academy to lease the additional land on the terms outlined in the report be agreed and progressed.

DATE OF PUBLICATION: 6<sup>th</sup> November 2009

LAST DATE FOR CALL IN: 13<sup>th</sup> November 2009

(Scrutiny Support will notify Directors of any items called in by 12:00 noon on 16<sup>th</sup> November 2009)

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## EXECUTIVE BOARD

TUESDAY, 24TH NOVEMBER, 2009

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

Councillors A Carter, R Finnigan, S Golton,  
R Harker, P Harrand, J Monaghan,  
J Procter and R Lewis

**Non-Voting Advisory Member:** R Lewis

**123 Exclusion of the Public**

**RESOLVED** – That the public be excluded from the meeting during consideration of the appendices to the report for consideration 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 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 as the appendices contain information which if disclosed could be prejudicial to the commercial interests of the Council and other outside bodies.

**124 Late Supplementary Information**

Correspondence between the Council and Leeds United Football Club on 20<sup>th</sup> and 23<sup>rd</sup> December was circulated to members and added to the appendices to the report as exempt information on the same grounds as the existing correspondence in those appendices.

**125 Football World Cup 2018**

Further to minute 7 of the meeting held on 17<sup>th</sup> June 2009 the Director of City Development submitted a report providing an update on progress to date of the bid to England 2018 for Leeds to become a Host City for the staging of the FIFA World Cup 2018. The report highlighted the legal and financial matters which needed to be considered when making a submission.

Following consideration of a second report and associated appendices designated as exempt under Access to Information Procedure Rule 10.4(3) and considered in private following the resolution passed above it was.

**RESOLVED –**

- (i) That the legal and financial implications of bid submission, as detailed in the exempt section of the report, be noted.
- (ii) That officers be authorised to seek to secure the agreement of Leeds United Football Club to the Stadium Agreement upon the basis of the Council commitments now outlined.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 9th December, 2009

- (iii) That, subject to such agreement with the Club being secured, officers be authorised to submit the final Host City Bid together with associated signed legal agreements.
- (iv) That funding for design work, as detailed in the exempt section of the report, be made available through the Capital Programme.
- (v) That this decision be exempt from Call In as any delay in the process so as to allow for that procedure would seriously prejudice the Council's and the public interest.
- (vi) That the proposals contained in the Exempt section of the report with regard to land acquisition matters be approved.

DATE OF PUBLICATION: 26<sup>th</sup> November 2009  
LAST DATE FOR CALL IN: Not applicable