



SCRUTINY BOARD (REGENERATION)

**Meeting to be held in the Civic Hall, Leeds on
Tuesday, 27th March, 2012 at 10.00 am**

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

MEMBERSHIP

Councillors

- B Atha - Kirkstall;
- D Collins - Horsforth;
- P Ewens - Hyde Park and
Woodhouse;
- P Grahame - Cross Gates and
Whinmoor;
- J Harper - Armley;
- G Hussain - Roundhay;
- M Iqbal - City and Hunslet;
- T Murray - Garforth and
Swillington;
- J Procter (Chair) - Wetherby;
- R Pryke - Burmantofts and
Richmond Hill;
- G Wilkinson - Wetherby;
- Mr G Hall - Co-optee (Non-voting)

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

**Agenda compiled by:
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A G E N D A

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

3

LATE ITEMS

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

DECLARATIONS OF INTEREST

To declare any personal / prejudicial interests for the purpose of Section 81 (3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes

6

MINUTES OF THE PREVIOUS MEETING

1 - 8

To confirm as a correct record, the minutes of the meeting held on 28th February 2012.

7

UPDATE ON DISCUSSIONS WITH LEEDS BRADFORD INTERNATIONAL AIRPORT - PROPOSED TAXI RANK ON WHITEHOUSE LANE

9 - 22

To consider a report of the Head of Scrutiny and Member Development on progress with regards to discussions with Leeds Bradford International Airport in relation to a proposed taxi rank on Whitehouse Lane.

8

RECOMMENDATION TRACKING - HOUSING GROWTH IN LEEDS

23 - 72

To consider a report of the Head of Scrutiny and Member Development on recommendations arising from the previous Scrutiny review of Housing Growth in Leeds.

9

2011/12 QUARTER THREE PERFORMANCE REPORT

73 -
88

To consider a report of the Assistant Chief Executive (Customer Access and Performance) on a summary of Quarter 3 performance.

10

WORK SCHEDULE

89 -
134

To consider a report of the Head of Scrutiny and Member Development on the Board's work schedule for the remainder of the year.

11

DATE AND TIME OF NEXT MEETING

Tuesday 24th April 2012 at 10.00am in the Civic Hall, Leeds (Pre meeting for Board Members at 9.30am)

Agenda Item 6

SCRUTINY BOARD (REGENERATION)

TUESDAY, 28TH FEBRUARY, 2012

PRESENT: Councillor J Procter in the Chair

Councillors J Akhtar, B Atha, D Collins,
G Driver, P Ewens, J Harper, G Hussain,
M Iqbal, R Pryke and G Wilkinson

Mr G Hall - Co-opted Member

73 Chair's Opening Remarks

The Chair welcomed everyone to the February meeting of the Scrutiny Board (Regeneration).

74 Late Items

There were no formal late items of business to consider, however, the Chair agreed to accept the following supplementary item which was circulated prior to the meeting:-

- Town and Village Greens – Defra Guidance Note - Management and protection of registered town and village greens – Frequently asked questions (Appendix 1 refers) - Joint Report of the City Solicitor and Director of City Development (Agenda Item 8) (Minute 78 refers)

The document was not available at the time of the agenda despatch, but was made available on the Council's website prior to the meeting.

75 Apologies for Absence and Notification of Substitutes

Apologies for absence were received on behalf of Councillors P Grahame and T Murray.

Notification had been received for Councillor J Akhtar to substitute for Councillor P Grahame and Councillor G Driver to substitute for Councillor T Murray.

76 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 17th January 2012 be confirmed as a correct record.

77 Provision of additional information regarding Leeds Kirkgate Market

Referring to Minute 68 b) of the Scrutiny Board (Regeneration) meeting held on 17th January 2012, the Head of Scrutiny and Member Development submitted a report on additional information regarding Kirkgate Market.

The Chair reminded Members of the lack of time available at the last meeting to deal with this item and his subsequent request that this matter be discussed fully at today's meeting. to allow a proper opportunity to question

Draft minutes to be approved at the meeting
to be held on Tuesday, 27th March, 2012

and comment officers on the information the Board had requested on lettings issues in Kirkgate Market.

In addition to the above report, the Board's Principal Scrutiny Adviser circulated for the attention of the meeting a note of a visit to Kirkgate Market on 7th February 2012 by Members of Scrutiny Board (Regeneration).

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

- Sue Burgess, Manager, Leeds Markets, City Development
- Michelle Hocken, National Market Traders' Federation (NMTF) (Kirkgate Branch)
- Lacky Singh, National Market Traders' Federation (NMTF) (Kirkgate Branch)

At the request of the Chair, the Manager, Leeds Markets provided the Board with the latest figures in relation to notices to quit; leases agreed and on footfall numbers prior to and after the Christmas period.

Detailed discussion ensued on the contents of the report and appendices.

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

- clarification as to whether consideration had been given to reducing rents in Kirkgate Market at least for a time limited period in order to try and retain existing traders and attract new ones and consequently increase footfall during the current economic climate.
(The Manager responded and informed the meeting that the Directorate was considering a range of options to maintain a vibrant and prosperous market with fewer vacant stalls, but a detailed financial analysis was required in order to consider this as it would have an impact on the markets income. As £500k had already been hypothecated from next year's return to central budgets, this would place further pressure on an already reduced return. She also stated that management would like to reduce the number of differing rent levels across the market. This would form part of the current review and management of the market. Specific concern was expressed following the Board's visit to the market at the departure of a number of long standing tenants from the market many of whom stated to Members that they were finding it more difficult to make a living in the market following a significant rent rise in 2002)
- concern at the substantial capital expenditure in transferring the Markets Information Centre to another location in the market and the provision of a market hospitality suite in the former upstairs café.
(The Manager responded that these schemes were only possible as a consequence of the Council releasing £250,000 to the customer improvement fund. She explained that the costs of transferring the Markets Information Centre had increased from £25,000 to £52,000 largely because the walls and roof needed more work than originally

anticipated. She reported that the Information Centre was now in a better location and the vacated units were double fronted units and more easy to let. An interested party for these units had yet to sign the lease and was waiting to see what happened regarding redevelopment of the market)

- Reference was made to the Council's ability to offer traders financial assistance to try and prevent further stalls becoming vacant *(The Manager commented that in accordance with the Council's Financial Regulations she could only offer financial assistance when traders were in arrears. Members disputed this statement and the Manager agreed to clarify this issue outside of this meeting with the Chair)*
- the concerns expressed that 80 units were currently vacant in the market *(The Manager confirmed that £709.8k per annum was being lost as a result of vacant stalls)*
- the need to address the following key areas as a matter of urgency:-
 - high vacancy rate
 - high rent levels
- Members also referred to the possible introduction of Sunday trading and the expansion of credit card facilities throughout the market which were not generally supported by the traders

Prior to considering the above resolution proposed by Councillor B Atha, the Chair invited Michelle Hocken, National Market Traders' Federation (NMTF) (Kirkgate Branch) to comment on the issues discussed at the meeting.

RESOLVED –

- a) That the report be noted.
- b) That the Executive Board be recommended to consider a reduction in Kirkgate Market rents for all traders for a time limited period
- c) That this Board be kept informed of continued progress via the Kirkgate Markets Forum.

78 Town and Village Greens

Referring to Minute 69 of the meeting held on 17th January 2012, the Head of Scrutiny and Member Development submitted a report on the process for the registration of land as town and village greens.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- The process for the registration of land as town and village greens – Scrutiny Board (Regeneration) – 17th January 2012 – Report of the City Solicitor (Appendix 1 refers)
- The process for the registration of land as town and village greens – Scrutiny Board (Regeneration) – 28th February 2012 – Joint report of the City Solicitor and Director of City Development (Appendix 2 refers)

In addition to the above documents, a copy of the Defra Guidance Note on the Management and protection of registered town and village greens – Frequently asked questions (Appendix 1 refers) appertaining to the Joint Report of the City Solicitor and Director of City Development was circulated for the information /comment of the meeting.

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

- Catherine Witham, City Solicitor, Legal Services
- Caroline Allen, Head of Development and Regulatory, Legal Services
- Christine Addison, Chief Asset Management Officer, City Development
- Martin Sellens, Head of Planning Services, City Development
- Councillor R Lewis, Executive Board Member, Development and the Economy

Prior to discussing the Joint Report of the City Solicitor and Director of City Development, the Chair requested the City Solicitor, Legal Services to outline the reasons why the City Development Directorate had refused to release Counsel's opinion to the Board on this matter.

The City Solicitor, Legal Services responded and provided the meeting with detailed explanation. She made specific reference to the various conditions arising from the legal framework and confirmed that under the current regulations, the Board did not have statutory right to see this document. She confirmed that in accordance with the Council's constitution the decision to release the document rests with the Director of City Development in consultation with the Executive Board Member.

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

- clarification of the appeal process open to the Board on the issue of the release of this document
(The City Solicitor responded and confirmed that ultimately the Board had a right of appeal to the Executive Board)
- the concerns expressed of the ethics in relation to an Executive Board Member or Director holding back relevant information
(The Chief Asset Management Officer responded and outlined the thought process behind the decision not to release the document. She made particular reference to Councillor Atha's potential conflict of interest and stressed the fact that there was no statutory right for the Board to have access to this document)
- the concerns expressed regarding the legal costs of opposing these three applications currently thought to be at least £10k to date and the officer time in this regard

The Chair then invited Executive Board Member, Development and the Economy to comment.

He explained that the appropriate Plans Panel Members would require training to deal with applications of this kind which were completely different to the issues usually considered by them. He stated that he would have no objection for Counsel's opinion being sent to the Chair, on a confidential basis, as the document was very specific to the three applications.

The Chair responded and stated that whilst he welcomed the offer, he would not be comfortable with this 'confidential' arrangement.

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

- the view that pre-determination was not a bar for Members of the Plans Panel provided Members enter the meeting with an open mind
(The City Solicitor commented on pre determination and briefly explained the position following the expected introduction of the new standards regime in July 2012. She stated that the current requirements regarding the declaration of personal and prejudicial interests continued to apply until the introduction of the new regime pursuant to the Localism Act. She agreed to provide guidance to Elected Members)
- clarification as to whether any senior officer could seek Counsel's opinion
(The City Solicitor responded and confirmed that there was nothing in the Constitution to prevent this happening. However, she would expect senior staff to seek advice from legal services on the merits or otherwise of seeking Counsel's opinion on any matter before committing the Directorate to what could be considerable costs)

The Chair then invited the Chief Asset Management Officer, City Development to comment.

For the benefit of Board Members, she circulated a copy of a report entitled 'A Request from Scrutiny Board (Regeneration) for a Late Submission to Defra on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments' which was due to be considered at the Executive Board meeting on 7th March 2012.

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

- clarification of the submissions made by the Council to Defra's consultation
(The Head of Development and Regulatory responded and informed the meeting that two officer submissions were made to Defra during the consultation period. Separate representations were submitted by the Council as registration authority and as land owner in consultation with Property Services)
- a view that the Council should formulate a single approach to this issue so Members could more easily advise their constituents

The Chief Asset Management Officer, City Development briefly explained the process for dealing with applications which included the sifting of applications to pick out those applications for Town and Village Green Status which clearly do not meet the necessary criteria.

The Chair then invited Head of Planning Services, City Development to comment.

He outlined the current protection given to the three sites through the adopted UDP designations and other possible measures coming forward to give added protection to green spaces rather than designation as a town or village green. Reference was also made to the fact that the Council's Core Strategy had been published as at today's date.

In concluding, the Chair invited Executive Board Member, Development and the Economy to sum up.

He acknowledged the complexity of the issue and was keen to make progress on this issue. He thanked the Board for their deliberations in this matter.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) To note that the City Solicitor had agreed to provide an independent and objective opinion of the potential benefits and dis-benefits of the registration of village greens and to provide a written note as appropriate to the parties concerned.

(Councillor M Iqbal left the meeting at 12.20pm during discussions of the above item)

(Councillor G Wilkinson left the meeting at 12.30pm during discussions of the above item)

79 Recommendation Tracking

At the request of the Chair and with the agreement of the Board, this item was withdrawn for reconsideration at the next meeting on 27th March 2012. It was also agreed that this report be referred to the next meeting of the Scrutiny Board (Regeneration) Working Group on Affordable Housing for consideration.

80 Final Draft Minutes - Working Group on Affordable Housing - 16th January 2012

A copy of the final draft minutes of the Working Group on Affordable Housing held on 16th January 2012 were submitted for the information/comment of the meeting.

George Hall made reference to paragraph 4.11 and informed the meeting that the minutes were incorrect. The minutes should have referred to the DTZ report and not the GVA report.

RESOLVED – That subject to the above amendment, the minutes of the Working Group on Affordable Housing held on 16th January 2012 be received and noted.

81 Work Schedule

The Head of Scrutiny and Member Development submitted a report providing Members with a copy of the Board's current draft work schedule. The Executive Board minutes of 10th February 2012, together with the Forward Plan of Key Decisions for the period 1st February 2012 to 31st May 2012 were also attached to the report.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the Executive Board minutes of 10th February 2012, together with the Forward Plan of Key Decisions for the period 1st February 2012 to 31st May 2012 be noted.
- c) That the Board's Principal Scrutiny Adviser be requested to revise the work schedule to incorporate the recommendations made at today's Board meeting.
- d) That regarding the issue relating to the Leeds Bradford International Airport Taxi Access, the Board's Principal Scrutiny Adviser be requested to invite the relevant Executive Board Member and the Director of City Development to attend the next meeting to discuss the current position.

82 Date and Time of Next Meeting

Tuesday 27th March 2012 at 10.00am in the Civic Hall, Leeds
(Pre meeting for Board Members at 9.30am)

(The meeting concluded at 12.50pm)

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Regeneration)

Date: 27th March 2012

Subject: Update on Discussions with Leeds Bradford International Airport – Proposed Taxi Rank on Whitehouse Lane

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The Scrutiny Board on 17th January 2012 agreed that the Executive Board be recommended to consider proceeding with the cheaper option for the provision of a taxi rank on Whitehouse Lane.
2. The Executive Board on 10th February 2012 considered the attached report of the Director of City Development commenting on the Scrutiny Board's proposals on this issue. However, as previously reported it did not receive a report of the Head of Scrutiny and Member Development (copy attached) which sets out the Scrutiny Board's recommendations and explains the rationale for them.
3. In view of this oversight the scrutiny process has now been amended and in future scrutiny reports making recommendations to the Executive Board will be submitted direct to the Executive Board rather than through the relevant Director. Directors comments on Scrutiny recommendations to Executive Board will continue to be sought by scrutiny officers.

Decision of Executive Board

4. The full minute of the Executive Board on this matter of 10th February is set out below:

"Further to Minute No. 95, 12th October 2011, the Director of City Development submitted a report responding to the recommendations made by the Scrutiny Board (Regeneration) following its inquiry into the full design option for the provision of a taxi

facility on Whitehouse Lane at Leeds Bradford International Airport. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering this matter, Members highlighted the need to secure a more flexible and inclusive approach towards taxi access at the airport and urged for an holistic and satisfactory resolution, befitting the airport's status. In this regard, Members made reference to the Forecourt Management Plan. The recommendations made by Scrutiny Board (Regeneration) were noted and it was highlighted that such recommendations could be revisited, should the need arise.

RESOLVED –

- (a) That the contents of the submitted report, together with the response made to the Scrutiny Board (Regeneration) report and comments, be noted.
- (b) That the Scrutiny Board (Regeneration) recommendations arising from their review of the design option previously prepared for providing a taxi facility on Whitehouse Lane at Leeds Bradford International Airport be noted.”

Director of City Development

- 5. The Director City Development has been invited to attend today's meeting to update the Board on the position with regard to:
 - Further discussions the Director of City Development has had with the Leeds Bradford International Airport in order to develop an holistic and satisfactory resolution, befitting the airport's status on this matter.
 - Explain the Forecourt Management Plan and how this proposes to offer the public more choice in hiring private hire and hackney carriages at the airport.

Recommendations

- 6. The Board is asked to
 - (i) note that the scrutiny process has now been amended and in future scrutiny reports making recommendations to the Executive Board will be submitted direct to the Executive Board. A copy of the Scrutiny Board's report will continue to be sent to the relevant Director seeking his/her comments to the Scrutiny Board's proposals for his/her submission to Executive Board.
 - (ii) hear from the Director of City Development and comment as appropriate.
 - (iii) consider what, if any, further scrutiny is undertaken on this matter.

Background documents

- 7. None used

Report of Director of City Development

Report to Executive Board

Date: 10 February 2012

Subject: LEEDS BRADFORD INTERNATIONAL AIRPORT TAXI ACCESS

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Otley and Yeadon	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report responds to the recommendations of the Scrutiny Board (Regeneration) following scrutiny of the full design solution prepared for the provision of a taxi facility on Whitehouse Lane at Leeds Bradford International Airport.
2. The proposals prepared were for the potential provision of a taxi facility which was fully designed into Whitehouse Lane in a consistent way in accord with the original standards of construction adopted for a road which is the access route to the regional airport. The design recommendations were reached after careful review of the original "cheaper" option and were developed to address limitations identified in the original desk-top design. In this regard it remains the Directorate's view that the "cheaper" option would be inconsistent with the standards that would be reasonably expected for a route into the region's principal airport.
3. It continues to be the Directorate's view that the taxi rank option is not the ideal solution to this issue given the airport company's position on the subject, the need for effective traffic management and the issues with the management of any taxi facility that was not part of the airport's operations.

Recommendations

4. Executive Board is requested to:

- i) Note the contents of this report and the response made to the Scrutiny Board (Regeneration) comments.
- ii) Consider the Scrutiny Board (Regeneration) recommendations arising from their review of the design option previously prepared for providing a taxi facility on Whitehouse Lane at Leeds Bradford International Airport and advise on their preferred course of action in the context of the Directorate's views.

1 Purpose of this report

- 1.1 This report responds to the recommendations made by the Scrutiny Board (Regeneration) in conclusion to its scrutiny of the full design option for the provision of taxi facility on Whitehouse Lane at Leeds Bradford International Airport as reported to the 12th October Executive Board meeting.

2 Background information

- 2.1 On the 5 April 2011 the former Scrutiny Board (City Development) unanimously agreed that there should be hackney carriage provision via a rank near the airport on Whitehouse Lane Yeadon and requested that officers pursue this with Leeds Bradford International Airport and representatives of the hackney carriage trade. At this time a cost estimate for establishing a taxi rank of £80,000 was quoted based on a desk-top design. Subsequently at their 18 May meeting Executive Board requested that a detailed option for a taxi rank on Whitehouse Lane adjacent to Leeds Bradford International Airport should be prepared, together with further dialogue with other relevant parties.
- 2.2 At their meeting of 12 October Executive Board received a report detailing the development of a full design solution. An update on wider issues concerning the management and planning conditions relating to the airport forecourt and the offer made by the airport in terms of their “voyager” short stay drop-off parking facility was also provided.
- 2.3 The full design solution was costed at a minimum of £515,000. However, the report also detailed potential additional charges for disposing of contaminated material and associated landfill tax of £325,000. Optional costs of £65,000 for landscaping and customer waiting facilities were also identified. No further alternatives were identified in the report.
- 2.4 The detailed engineering work undertaken to prepare the Executive Board report was considered sufficient to confirm the parameters and likely costing for the delivery of a taxi rank facility on Whitehouse Lane. However, final costs could only be obtained by completion of a full design, pre-tender estimates and ultimately a tendering exercise.
- 2.5 These higher costs for the taxi rank option were primarily attributable to the widening of the road to accommodate the rank whilst retaining the existing lane widths of Whitehouse Lane throughout in keeping with the designed standard as an airport access road. This necessitates extensive works to the existing 6 metre high embankment at this location together with associated remediation and spoil disposal requirements. The detailed proposals have paid due regard to the maintenance of an appropriate verge margin between carriageway and embankment and for attending to the public utilities present in the verge.
- 2.6 Subsequently the Scrutiny Board (Regeneration) has reviewed the process, details and costings prepared for the full design solution.

3 Main issues

- 3.1 Whitehouse Lane is a purpose built road provided for access to the airport. It was designed on behalf of the local authorities (the then owners of the airport) to meet the expected needs for the future development and growth of an airport of regional significance. The design standard of a 7.3 metre carriageway is considered to reflect this purpose. The chosen width being akin to that which might be used for a strategic route rather than a local road and is considered to be the most appropriate standard for access to such a regional transport facility used by around 12,500 vehicles per day and adequate for the higher traffic flows that might be anticipated from future growth and development of the site, including an increase in public transport services.
- 3.2 The option provided to Executive Board was prepared with reference to established highway design standards and principles. The choice of design option was made having reviewed in depth the location and the nature and purpose of Whitehouse Lane as described above. Although the road is “unclassified” in highway terms this does not negate the fact that in operational terms, serving the regional airport as it does, it is reasonable to regard it as having a strategic purpose. It is therefore considered that the selected design was fit for purpose and appropriate to the location.
- 3.3 A detailed basis for the cost estimates prepared for the full design solution were provided to the Scrutiny Board for review along with the basis for the final design choice and the rationale for its development from that which was originally considered.
- 3.4 It is considered that to adopt a lesser standard for the road would be inconsistent with the original design. A reduction in the standards would result a sub-standard section of road being created which would become a permanent feature of the access road, which is otherwise built to a common standard. The taxi rank facility would be to a less than desirable standard, especially in terms of passengers using the off-side of vehicles potentially at all times of day. The traffic lane widths would be to reduced standard and the limited widening possible would encroach on the verge with greater proximity to the existing embankment. It is further noted that at least some protection to the edge of the embankment would be desirable, which together with now quantified costs for adjustments to public utilities in the verge would add to the original cost estimate for the “cheaper” option as previously made which would be exceeded.
- 3.5 Whilst the further work on a full design solution for a taxi facility has been concluded and now completed further scrutiny, it is still considered that the provision of any such facility in this way would remain an imperfect solution to the issues raised with the Council. Such a facility would remain outside the airport site itself and without the airport company’s co-operation would not benefit from a properly integrated passenger route to the terminal. However, the Scrutiny Board has recommended that in the first instance negotiations should continue with the airport on this matter to see if such an inclusive approach could yet be reached.
- 3.6 As it stands and as reported previously, the airport company during the course of earlier negotiations made an offer in terms of their existing “Voyager” short stay

facility to extend the waiting period from 15 to 30 minutes. This facility is available for taxis and private hire vehicles to drop off and collect pre-booked fares within a reserved and designated area adjacent to the short stay car park and in proximity to the terminal building. Further discussions are proceeding with the airport company particularly in terms of the airport forecourt management plan, but at this juncture there are no new developments to report in terms of taxi provision.

3.7 If further negotiation with the airport company on the matter of taxi access is unsuccessful the Scrutiny Board has recommended that Executive Board should reconsider and implement the “cheaper” option as originally proposed. In reconsidering whether a cheaper option would be appropriate Members may wish to consider the recommendation in the knowledge that prior to reporting to Executive Board in October a full review of the original “cheaper” option was undertaken. This concluded that a minimum option for localised widening to provide a taxi facility was not appropriate because it would lead to a significant and inappropriate reduction in the designed standard of the airport access road at the proposed location. The key reasons for not pursuing the “cheaper” option being:

- i) The existing access road is a purpose built 7.3m carriageway designed specifically to serve the region's major airport; the minimum option does not comply with these standards.
- ii) Creating a minimum width taxi facility requires a significant reduction in the existing traffic lane widths on a section of the road that leads to the main public traffic access to the airport terminal.
- iii) Accommodating any taxi facility requires a degree of carriageway widening, however this means encroaching into the existing verge which is bounded by an unprotected 6 metre embankment.
- iv) A minimum taxi facility would be sub-standard in width, particularly for passengers alighting at the off-side.
- v) Potential costs for relocating public utility apparatus within the area of works and for vehicle protection along the top of the embankment were not included within the original estimate.
- vi) The option would potentially be inconsistent with the potential future access and service needs of the airport as it grows and develops its future role as a major transport destination and hub in the region.

3.8 Negotiations with the airport have not so far led to any proposals on taxi access producing a favourable response from the hackney carriage trade. Whilst there are reasons to continue the discussions especially around the forecourt management plan it cannot be certain what further progress can be made on this matter. However, all things being equal and despite this absence of further progress, this report does not advocate the adoption of the “cheaper” option for taxi facility as a preferable course of action.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The matter has been reviewed by the Scrutiny Board (Regeneration). No further consultation has otherwise been undertaken since that detailed in the previous report to Executive Board in October.

4.2 Equality and Diversity / Cohesion and Integration

4.2.2 An EDCI screening has been prepared. However, it remains the Council’s view that it is important that access provision at the airport meets the essential equality and diversity requirements and that in this regard it is a matter for the airport operator to satisfy those requirements rather than the Council.

4.2.3 The screening has identified that provision to meet the requirements of disabled people is already made by LBIA. Whilst the provision of an additional off-site taxi facility would extend the options available to disabled customers, it would be desirable for improvements to be made in parallel to the access arrangements from any such facility to the forecourt area. On balance therefore such a facility could not be a substitute for well managed facilities within the airport complex itself.

4.3 Council policies and City Priorities

4.3.4 The issue of good access to the airport is relevant to the delivery of integrated transport solutions through the Local Transport Plan and the delivery of City Priorities for a sustainable economy.

4.4 Resources and value for money

4.4.1 This report further covers issues previously report to Executive Board. It remains the position at the present time that no financial provision for the works to provide a taxi facility on Whitehouse Lane is made within the Council’s capital programme. Any new scheme commitment would therefore require injection of new funds.

4.5 Legal Implications, Access to Information and Call In

4.5.2 There are no specific legal implications arising from this report. However, should an option for a taxi rank be pursued further a Traffic Regulation Order will ultimately need to be prepared.

4.5.3 The matter has been the subject of inquiry by the Scrutiny Board (Regeneration) and this report forms the Directorate’s response to that Board’s findings.

4.6 Risk Management

- 4.6.1 As explained elsewhere in the report, the “cheaper” option for a taxi rank has significant limitations which may present issues for the future operation of road and access to the regional airport site. As with all such schemes until a final design is concluded and contract costs determined there are potential cost risks. The report has also detailed aspects where an increase in cost would be likely. Otherwise the risks previously described to the Executive Board of providing a facility which is not integrated into the airport’s forecourt management and continuing issues with parking management on Whitehouse Lane remain relevant.

5 Conclusions

- 5.1 In response to the resolution of the May meeting of the Council's Executive Board officers were requested to develop detailed proposals for a scheme to provide a Hackney Carriage (taxi) rank on Whitehouse Lane at Leeds Bradford International Airport having previously prepared outline proposals for such a facility. Input to this proposal was evaluated to enable the Directorate to get greater cost certainty on any proposals considered. As part of the process for preparing a full design option a detailed review of the proposed option was undertaken. This raised issues in terms of the design standards adopted, particularly its situation on a road specifically designed with the purpose of serving the region's major airport. As a consequence a revised design was prepared which retained the design principles and standards of the existing road whilst making suitable provision for Hackney Carriages.
- 5.2 In view of the significant cost increase of the full design solution over the original “cheaper” option first considered by Scrutiny, the option has been scrutinised again resulting in the recommendation that if further negotiations with the airport do not produce a solution the previous “cheaper” option should be reconsidered and implemented. Whilst it is the case that the airport access road is unclassified, it nevertheless has a strategic function in serving the regional airport. It is therefore considered that a scheme to provide a taxi facility that significantly reduces the quality of this road below its present standards is not a preferable solution to the issue. Such a step may not be in keeping with the anticipated long term development and growth of the airport served by this road. Therefore this course of action could not be recommended to the Executive Board given its importance in transport and economic terms.

6 Recommendations

- 6.1 Executive Board is requested to:
- i) Note the contents of this report and the response made to the Scrutiny Board (Regeneration) report and comments.
 - ii) Consider the Scrutiny Board (Regeneration) recommendations arising from their review of the design option previously prepared for providing a taxi facility on Whitehouse Lane at Leeds Bradford International Airport and advise on their preferred course of action in the context of the Directorate’s views.

7 Background documents

7.1 The following documents relate to this report:

- Leeds Bradford International Airport – Taxi Access, Report to Executive Board, 12 October 2011.
- Leeds Bradford International Airport – Taxi Access, Report to Scrutiny Board (Regeneration), 29 November 2011.
- EDCI Screening Form

Report of Head of Scrutiny and Member Development

Report to Executive Board

Date: 10th February 2012

Subject: A Request from Scrutiny Board (Regeneration) to Executive Board to Reconsider the Provision of Taxi Facilities on Whitehouse Lane

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Otley and Yeadon	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. On 5th April 2011 the former Scrutiny Board (City Development) unanimously agreed that there should be a hackney carriage rank near the Leeds Bradford International Airport on Whitehouse Lane, Yeadon and requested officers pursue this with the airport and representatives of the hackney carriage trade.
2. The original cost estimate for establishing a taxi rank was £80,000 and Executive Board in May 2011 requested that detailed work be undertaken on this matter.
3. The full design solution was subsequently costed as £515,000 with other potential costs of £390,000 to cover for contaminated land and landscaping and this was reported to Executive Board on 12th October 2011. The Executive Board decided not to proceed with this proposal at the present time.
4. Scrutiny Board (Regeneration) on 19th December 2011 scrutinised these costs and concluded that as the road was unclassified the original cheaper option should be progressed and Executive Board be asked to reconsider this matter.

5. Scrutiny Board (Regeneration) on 19th December 2011 recommended that Executive Board ask the Director of City Development to continue negotiations with Leeds Bradford International Airport to seek a solution to hackney carriage provision via a rank at or near the airport.
6. That in the event that the Director of City Development is unsuccessful Executive Board is asked to reconsider the provision of a hackney carriage rank on Whitehouse Lane and implement the cheaper scheme as originally proposed.

Recommendations

7. That Executive Board ask the Director of City Development to continue negotiations with Leeds Bradford International Airport to seek a solution to hackney carriage provision via a rank at or near the airport.
8. That in the event that the Director of City Development is unsuccessful Executive Board is asked to reconsider the provision of a hackney carriage rank on Whitehouse Lane and implement the cheaper scheme as originally proposed.

Purpose of this report

- .1 To request that the Executive Board ask the Director of City Development to continue negotiations with Leeds Bradford International Airport to seek a solution to hackney carriage provision via a rank at or near the airport.
- .2 That in the event that the Director of City Development is unsuccessful Executive Board is asked to reconsider the provision of a hackney carriage rank on Whitehouse Lane and implement the cheaper scheme as originally proposed.

Background information

- 2.1 On 5th April 2011 the former Scrutiny Board (City Development) unanimously agreed that there should be a hackney carriage rank near the Leeds Bradford International Airport on Whitehouse Lane, Yeadon and requested officers pursue this with the airport and representatives of the hackney carriage trade.
- 2.2 The original cost estimate for establishing a taxi rank was £80,000 and Executive Board in May 2011 requested that detailed work be undertaken on this matter.
- 2.3 The full design solution was subsequently costed as £515,000 with other potential costs of £390,000 to cover for contaminated land and landscaping and this was reported to Executive Board on 12th October 2011. The Executive Board decided not to proceed with this proposal at the present time. The report of the Director of City Development which was considered by the Executive Board on this matter is attached as an appendix.
- .4 Scrutiny Board on 29th November considered a further report of the Director of City Development explaining the basis for the increased costs from the original scheme of £80,000 to the final proposal of over £900,000 for the provision of taxi facilities on Whitehouse Lane. Members requested a further breakdown of those costs and these were considered by Scrutiny Board on 19th December 2011.

Main issues

- .1 The Chief Officer Highways and Transportation advised the Scrutiny Board at its meeting on 19th December that he could not support the original scheme. He explained that Whitehouse Lane is a purpose built road for access to the airport designed to meet the expected needs for the future development and growth of an airport of regional significance. In addition the original cheaper scheme would create a pinch point which could leave the Council liable for any claim in the event of an accident.
- .2 It was confirmed by the Chief Officer that Whitehouse Lane is an unclassified road. As a consequence it does not have a direct fit into any standards provided by the Highways Agency nor with the Council's own Street Design Guide and the Institution of Highways and Transportation Manual for Streets. The choice of standard and approach is a matter for the highway authority and ultimately decisions are a matter of judgement based on site location, traffic and safety and the role and function of the route concerned.
- .3 Members of Scrutiny Board therefore took the view that as this road is unclassified it would be appropriate to pursue the cheaper option whilst recognising that the

original costs may increase once detailed design work was undertaken. With regard to the potential liability in creating a pinch point in the original scheme Members took the view that the benefits of providing choice to users of the airport between private hire and hackney carriages outweighed the negligible risk of a claim.

- .4 Scrutiny Members unanimously agreed to ask Executive Board to reconsider this matter.

Corporate Considerations

.1 Consultation and Engagement

- .1.1 There are no specific consultation or engagement issues in the context of this report.

.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 There are no specific issues in the context of this report.

.3 Council Policies and City Priorities

- .3.1 The Leeds Bradford International Airport is included in the City Priorities

.4 Resources and Value for Money

- .4.1 There are no specific issues which have been identified.

.5 Legal Implications, Access to Information and Call In

- .5.1 There may be legal implications if the recommendation proceeds.

.6 Risk Management

- 4.6.1 It would be appropriate to consider further if the recommendation proceeds.

Recommendations

- .1 That Executive Board ask the Director of City Development to continue negotiations with Leeds Bradford International Airport to seek a solution to hackney carriage provision via a rank at or near the airport.
- .2 That in the event that the Director of City Development is unsuccessful Executive Board is asked to reconsider the provision of a hackney carriage rank on Whitehouse Lane and implement the cheaper scheme as originally proposed.

Background documents

- .1.1 The reports of the Director of City Development to Executive Board and Scrutiny Board

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Regeneration)

Date: 27th March 2012

Subject: Recommendation Tracking

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of Housing Growth in Leeds.
2. This follows the report of the Director of City Development to the Executive Board on 2nd November 2011 which also summarised the progress made in responding to the 12 recommendations arising from the Scrutiny review.
3. The Scrutiny recommendation tracking system allows the Scrutiny 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.

Recommendations

4. Members are asked to:
 - 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.

1 Purpose of this report

- 1.1 This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny review of Housing Growth within Leeds.

2 Background information

- 2.1 Following its review of Housing Growth, the Regeneration Scrutiny Board published its final report and recommendations on 11th October 2011. A copy of this report is attached as appendix 3.
- 2.2 The Scrutiny recommendation tracking system 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.
- 2.3 This report follows the report of the Director of City Development to the Executive Board in November 2011 which also summarised the progress made in responding to the 12 recommendations arising from the Scrutiny review.

3 Main issues

- 3.1 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 in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 3.2 To assist Members with this task, the Principal Scrutiny Adviser has given a draft status for each recommendation. The Board is asked to confirm whether these assessments are appropriate, and to change them where they are not. Details of progress against each recommendation is set out within the table at Appendix 2.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at Appendix 2.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Where consideration has been given to the impact on equality areas, as defined in the Council's Equality and Diversity Scheme, this will be referenced against the relevant recommendation within the table at Appendix 2.

4.3 Council Policies and City Priorities

- 4.3.1 This section is not relevant to this report.

4.4 Resources and Value for Money

4.4.1 Details of any significant resource and financial implications linked to the Scrutiny recommendations will be referenced against the relevant recommendation within the table at Appendix 2.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report does not contain any exempt or confidential information.

4.6 Risk Management

4.6.1 This section is not relevant to this report.

5 Conclusions

5.1 The Scrutiny recommendation tracking system allows the Board to monitor progress and identify completed recommendations. Progress in responding to those recommendations arising from the Scrutiny review of Housing Growth within Leeds is detailed within the table at Appendix 2 for Members' consideration.

6 Recommendations

6.1 Members are asked to:

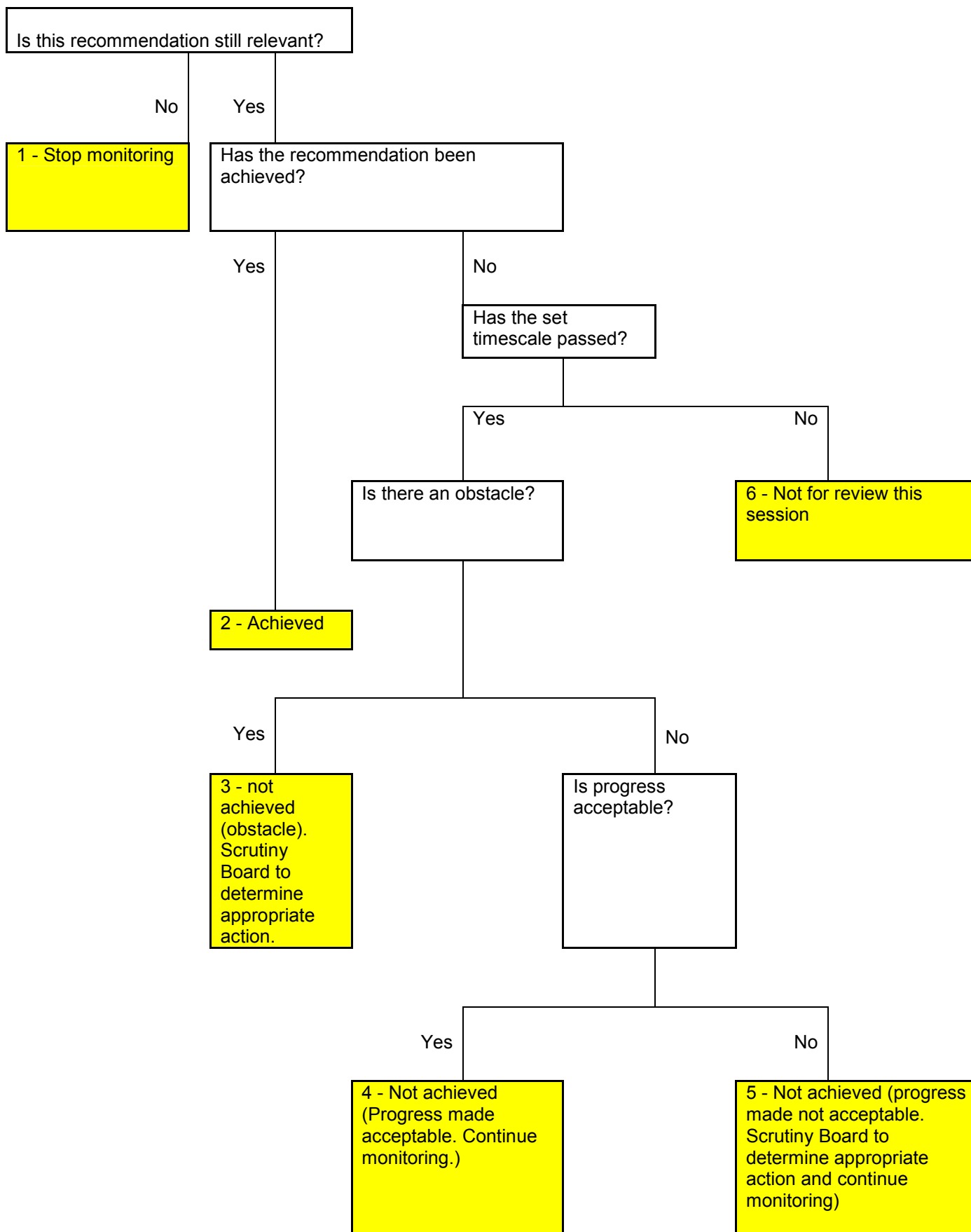
- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

7 Background documents

7.1 Review of Housing Growth within Leeds – Scrutiny Inquiry Report October 2011.

7.2 Report of the Director of City Development to Executive Board on 2nd November 2011 – Progress and comments on Scrutiny Board Inquiry Recommendations.

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



Review of Housing Growth in Leeds

Categories

- 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

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 1.</p> <p>That dependent upon the outcome of the 2011 Census the Executive Board make representations to the Department for Communities and Local Government (DCLG) that in order to achieve greater accuracy in the data provided by the Office for National Statistics a population register should be introduced.</p>	<p>Formal Response from Executive Board 2nd Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p>This will be considered in the light of the outcome of the census. The first of the data is expected to be released in June.</p>	<p>4</p>	

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 2.</p> <p>That the Director of Environment and Neighbourhoods consider whether there would be an advantage in moving away from the DCLG household model altogether and relying on local data which would be more accurate in determining housing need.</p> <p>That the Director of Environment and Neighbourhoods report back to this Scrutiny Board on the outcome within 3 months of its report being published.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p>In addition to the SHMA, the Directorate of Environment & Neighbourhoods utilises neighbourhood level Housing Market Assessments to inform housing needs, trends and aspirations within local housing markets. Along with data from the Leeds Homes register (in connection to demand for social housing) this gives a picture of the housing required within individual communities to inform the approach to investment.</p>	<p>4</p>	
<p>Recommendation 3.</p> <p>That the Executive Board oppose the proposal of the National Planning Policy Framework that requires an additional 20% over an above the figure required in the five year supply of housing units to be delivered per annum in the city. Their proposal would mean sites coming forward at an earlier stage and could undermine the Council's policy to develop its Brownfield sites.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p>The Council's response to the Draft NPPF was agreed by Executive Board in October and reflected the concern raised by Scrutiny Board.</p>	<p>4</p>	

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 4.</p> <p>That the Directors of City Development and Environment and Neighbourhoods report back to Scrutiny Board (Regeneration) within three months providing statistics that demonstrate that we will meet the requirements of the National Planning Policy Framework.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>That the recommendations of the Scrutiny Board arising from the inquiry (including recommendation 4 on the basis that it relates to the production of monitoring data) be agreed</p> <p>Current Position:</p> <p>Monitoring information is provided in the Council's Annual Monitoring Report (AMR) approved by the Executive Board in December. Section 4 of the AMR includes a range of information on housing performance.</p>	<p>2</p>	<p>Yes</p>
<p>Recommendation 5.</p> <p>That the Director of City Development consider whether through the SHLAA partnership or other mechanism; developers can be encouraged through incentives to deliver on sites where planning approvals have been granted and there are no technical reasons for these not to be progressed.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p>The Council has introduced an interim affordable housing policy, reflecting scheme viability in the current housing market. The policy is time limited as an incentive to early delivery. Consistent with national guidance the Council is willing to reconsider S106 obligations more generally where viability can be demonstrated to be holding back development.</p>	<p>4</p>	

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 6</p> <p>That the Director of City Development undertake a fundamental review of the SHLAA partnership by 31st December 2011 and before the preparation of the site allocation plan and that a report be submitted to Scrutiny Board (Regeneration) on the outcome.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p>Completed report submitted to Scrutiny Board on 19th December 2011</p>	<p>2</p>	<p>Yes</p>
<p>Recommendation 7</p> <p>That the Leeds City Region Partnership be asked to consider through their work on a City Region Strategy Statement, that where a local authority makes either an over or under provision of new homes above or below locally evidenced targets, that both these circumstances are taken into account in arriving at the overall scale of provision of new homes in the city region. These arrangements for the provision of new homes is to be agreed through the Leaders Board of the Partnership and incorporated into each authorities' Core Strategy in the city region.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p>Report to the Leaders Board (2nd Feb) on future arrangements for Spatial Planning in the City Region. This includes exploration of how directive the Partnership wishes to be in regard of strategic planning. The outcome of these deliberations will inform how we progress any further work on how we can 'pool' our collective housing provision</p>	<p>4</p>	

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 8.</p> <p>That the Director of City Development</p> <ul style="list-style-type: none"> • Continue to make representations to the Secretary of State for Communities and Local Government to count windfall sites within the Council’s five year housing land supply. • Seek to establish principles within the Council’s Core Strategy that support this outcome . • Seek to include student accommodation within windfall sites. • Write to all Members of Parliament providing a clear and uncomplicated explanation of the principle issues of concern so that MPs can continue to press the Leeds case with Ministers, Senior Civic Servants and other interested parties . A copy of the Director’s letter to MPs also to be circulated to all Members of Council. 	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p><u>City Development Directorate</u></p> <p>This was incorporated in the Council,s response on the Draft NPPF. A letter was sent to all Leeds MPs, Greg Clark MP, the LGA, Core Cities, all councilors and CLG.</p> <p>The matter has also be raised in a letter to MPs regarding the revocation of RSS and a letter in January 2012 to Greg Clark MP and the government’s chief planner raises further concern over the 5 yr land supply</p> <p>The approach in the Core Strategy (Executive Board 10th February) is to include and justify a windfall allowance.</p> <p><u>City Region</u></p> <p>Windfall issue raised with Ministers as part of the dialogue on city deals being brokered by the city region partnership. Looking to collate more information about the role of windfall across the city region as part of developing the dialogue</p>	4	

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 9</p> <p>(a) That the Directors of City Development and Environment and Neighbourhoods undertake some initial work to identify ways in which the engagement and influence of local communities could be achieved under the Localism Bill.</p> <p>(b) That Executive Board make appropriate representations concerning the Bill that will require developers to consult with local communities including Town and Parish Councils where developments exceed more than 50 dwellings.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position:</p> <p>Executive Board of 2 November 2011 considered a report on neighbourhood planning. The Council agreed to support 4 bids for pilot status for neighbourhood planning in Kippax, Holbeck, Boston Spa and Otley. Support for the pilots is in part intended to provide the opportunity to learn from experience how the process works in different communities. The outcome of the bid is still awaited.</p> <p>The Council responded to the draft regulations on Neighbourhood Planning (Executive Board 4th January 2012). However, these regulations did not include arrangements for consultation on planning applications.</p>	<p>4</p> <p>3</p>	

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 10.</p> <p>That the Executive Board</p> <ul style="list-style-type: none"> • Support the view that growth and infrastructure provision in the city must go hand in hand with the development of a new business model which incorporates the new Community Infrastructure levy (CIL) and new procedures for determining and developing strategic projects in the city region and support for significant local schemes in Leeds . • Agree that 80% of the income to be raised through the CIL be ring fenced for the benefit of local communities with the balance being directed into a general fund to support city and city regional projects. 	<p>Formal Response from Executive Board Nov 2011</p> <p>Not Agreed and that a further report being submitted to the Executive Board in December 2011 in respect of issues arising from recommendation 10.</p> <p>Executive Board on 14th December considered a report giving background information relating to the implementation of the Community Infrastructure Levy.</p> <p>The Executive Board agreed that a Community Infrastructure Levy Charging Schedule be developed as a matter of priority, and that the necessary funding, as set out within paragraph 4.4.2 of the submitted report, be approved. It also asked for further work to be undertaken in relation to all the concerns raised during the discussion, with a further report on such matters being submitted to the Board in due course.</p> <p>Current Position:</p> <p>The position is as set out above</p>	<p>4</p>	

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 11.</p> <p>That the Director of City Development establish a working group comprising appropriate members, officers, developers, representatives of neighbourhoods, HCA and Town and Parish Councils to promote better understanding of each others issues and concerns regarding housing provision in the city.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position: There has been some discussion on engagement at the annual parish and town councils meeting leading to a review of the Charter. At a more local level early engagement has taken place between officers, parish council representatives, ward members and the developer regarding the major East Leeds Extension development. A consultation forum involving these groups and others is to be established. In addition there is already a major developers forum on which there is parish council representation</p>	4	
<p>Recommendation 12.</p> <p>That the Director of City Development write to the Secretary of State for Communities and Local Government expressing the Board's concerns that the home building industry has an abundance of planning consents but chooses not to implement them whilst pressing the case for the release of Greenfield and Greenbelt sites and thereby neglecting the development of inner city sites where need is greatest.</p>	<p>Formal Response from Executive Board Nov 2011</p> <p>Agreed</p> <p>Current Position: This is included in the correspondence referred to under recommendation 8</p>	2	Yes

Appendix 3

Housing Growth Scrutiny Inquiry Report



Introduction and Scope

Introduction

1. The Executive Board at its meeting on 22nd June 2011 asked our Scrutiny Board (Regeneration) to undertake an inquiry to consider the population and household projection information including the land banking practices of developers that will underpin the Core Strategy on housing growth.
2. We agreed to undertake this inquiry as a matter of urgency in order to enable progress to be maintained according to the Core Strategy; with the outcomes of our review being completed in early October and submitted to the Executive Board in November 2011.
3. We established a Working Group comprising all Members of the Board to undertake this inquiry.
4. We co-opted Mr George Hall; former Parish Councillor Barwick-in-Elmet & Scholes Parish Council as a Member of the Scrutiny Board and of the Working Group established for the period of this inquiry, without voting rights.
5. The context of and drivers for the inquiry are:
 - That this matter is included in the City Priority Plan and in the Scrutiny Board's terms of reference approved by Council.
 - The pronouncement by the Secretary of State regarding the intention to abolish regional strategies and in particular the Regional Spatial Strategy (RSS). The RSS required very high housing targets and the requirement of a 5 year land supply of deliverable sites and a series of challenges in the courts.
6. We consider that the scrutiny focus is timely and provides an opportunity to review the population and household projections and the targets for new homes being demanded by the
 - The fact that the Council has been unsuccessful in the latest of the appeals relating to Grimes Dyke, East Leeds determined by the Secretary of State. Little weight was attached to the Government's intention to abolish RSS and hence to the Council's arguments which relied on this change.
 - The Council has been found to have a shortfall in its 5 year land supply.
 - The publication by the Government of the draft National Planning Policy Framework and consultation document on 25th July 2011.
 - An update by GVA ; a private company, on the Strategic Housing Market Assessment (SHMA) in May 2011.
 - The Executive Board having agreed to the publication of a housing prospectus to stimulate debate about future housing growth in Leeds earlier this year. Informal consultation with a cross-section of interests will inform the progress of a Core Strategy in order to establish a new housing target and approach to delivery.
 - The Localism Bill



Introduction and Scope

government and to make recommendations to the Executive Board on this and other relevant issues.

7. We were delighted that Mr S Quartermain, Chief Planner to the Department for Communities and Local Government accepted our invitation to give evidence to our inquiry .
8. We are very grateful to everyone who gave their time to participate in this inquiry and for their commitment in helping us to understand and review this matter.
9. Arising from this inquiry we identified the need to undertake a further specific inquiry on developers and their delivery of affordable homes. This will commence in late autumn 2011.

the key issues for housing growth at this critical time. We have made a number of suggestions and recommendations to the Executive Board which we believe if implemented, would contribute significantly to improving the current process and contribute to a more robust and effective partnership with developers.

Scope of the Inquiry

10. The scope of this inquiry is to review and report on the following:
 - within the context of national requirements and local evidence, explore the population and household projection information which underpins the emerging Local Development Framework (LDF) Core Strategy.
 - housing and the City Region.
 - on the land banking practices of developers.

Anticipated Service Impact

11. We hope that the Scrutiny Board has contributed to a better understanding of

Inquiry on Housing Growth



Conclusions and Recommendations

Local Development Process for Housing

12. We were provided with a flowchart which explained the local development process for housing (see flowchart and glossary of terms at the end of our report).
13. It was stated to us that as a consequence of the Planning and Compulsory Purchase Act (2004) Leeds Unitary Development Plan (UDP) will gradually be replaced by a Local Development Framework (LDF).
14. The LDF will set out policies and proposals to guide development in Leeds and will assist in the delivery of the city's Community Strategy, "The Vision for Leeds".
15. The Core Strategy is the principal document within the Local Development Framework. The role of the Core Strategy is to set an overall strategy for the scale, type and distribution of housing in the city. The Core Strategy will set out the Council's vision for the future development of Leeds over the next 20 years.
16. Under the LDF transitional arrangements, policies in the UDP are 'saved' for an initial period of 3 years or until they are replaced by LDF policies and documents.
17. We were informed that the LDF must also take account of national Planning Policy Statements, legislation and regulations, as well as regional and local strategies and plans, such as the Regional Spatial Strategy for Yorkshire and Humber and the West Yorkshire Local Transport Plan 2.
18. We were advised that the Local Development Framework (LDF) is not a single document, but rather a portfolio of documents which can be revised and updated individually. This approach is intended to allow greater flexibility for local authorities in responding to changing circumstances.
19. We learned that the LDF consists of two types of documents:
 - Development Plan Documents (DPDs):*

These are documents which local authorities are required to prepare and are subject to rigorous procedures of community involvement, consultation and independent examination. DPDs include the Core Strategy, site specific allocations of land and where appropriate, Area Action Plans.
 - Supplementary Planning Documents (SPDs):*

SPDs are intended to elaborate upon the policy and proposals in DPDs. They deal with specific issues affecting the whole city or are specific to a particular area. SPDs have a shorter consultation period than DPDs and are not subject to independent examination.
20. We were informed that ideally the Core Strategy would be prepared in advance of other LDF documents. However, due to the desire to progress priority areas for regeneration (identified in the UDP review) through a series of LDF Area Action Plans (the City Centre, Aire Valley Leeds, East and South East Leeds and the West Leeds Gateway) and slippage with regard to the preparation of the Yorkshire & Humber Plan (the Regional Spatial Strategy), this has not been possible. Emerging work on the Core Strategy and issues arising from the early stages of consultation on the Area



Conclusions and Recommendations

- Action Plans, have been used to inform the preparation of LDF documents in the round.
21. All LDF documents must be informed by an “Evidence Base”. For housing this includes the Strategic Housing Land Availability Assessment (SHLAA) and the Strategic Housing Market Assessment (SHMA). These technical studies are informed by National Guidance namely SHLAA (July 2007) and SHMA (August 2007). The Core Strategy will set out its priorities for where new housing should be built to meet the housing target.
 22. This will be followed by a “Site Allocations” plan to identify a range of sites for land uses including housing. As a consequence of the Cala judgment (see glossary) until the law changes the Core Strategy must be prepared to be in general conformity with the Regional Spatial Strategy (RSS) until it is formally abolished.
 23. We were advised that the Council’s Core Strategy, which will replace the Unitary Development Plan (UDP), is going through the stages of preparation
 - Issues and alternative options (2007)
 - Preferred approach (2009)
 - Publication (Autumn 2011)
 - Submission (Spring 2012)
 - Examination (Summer 2012)
 - Adoption (Autumn 2012)
 24. We noted that the LDF is an evolved process. Firstly the formal submission is signed off by full Council and then sent to the Secretary of State who will then submit it to public examination. After this it will be fact checked before going back to full Council for formal adoption.
 25. We asked officers to explain what the Regional Spatial Strategy (RSS) was and the difficulties which have arisen as a consequence of Government intervention.
 26. Officers informed us that the Yorkshire and Humber Plan is the current Regional Spatial Strategy for the Yorkshire and Humber Region under the UDP. It was issued in May 2008. However, Leeds opposed this strategy.
 27. The current Regional Spatial Strategy includes a broad development strategy for the region, setting out regional priorities in terms of location and scale of development, including:
 - § Economic development
 - § Housing
 - § Transport and communications
 - § The environment (including water, minerals and waste, energy generation and use)
 - § Tourism and leisure
 - § Urban and rural regeneration
 28. When the RSS was published the housing target went up for Leeds from an annual average of 1930 units gross to 4740 units per annum. At the same time national guidance required that local authorities could at all times demonstrate the availability of a supply of housing land that is five times the RSS requirement. Not only was there a step change in the requirement but the changing economic climate has meant that sites that might have previously counted towards supply are no longer included as they are now unlikely to be built within the next 5 years. National guidance suggests that where a 5 year supply cannot be demonstrated then proposals should be favorably considered.
 29. The new coalition Government signaled its intent to rapidly abolish RSS and its housing



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targets. The Secretary of State advised local authorities and planning inspectors that they must take this into account as a material consideration. On 6th July 2010 the Secretary of State formally revoked RSS in a parliamentary statement.

30. This created an expectation that there was flexibility to set aside regional targets and introduce an alternative that better reflected local circumstances. The Council determined to introduce an interim housing target as a temporary replacement for RSS pending the development of its Core Strategy. However, a judgment stated that:-

“It would be unlawful for a local planning authority preparing, or a planning inspector examining, development plan documents to have regard to the proposal to abolish regional strategies.”

31. We then learned there was a judgment against the Secretary of State in November 2010 which determined that his action was unlawful and quashed the action to revoke RSS. There then followed a period of confusion as the Council's position was challenged through a series of court cases stemming from the Council's refusal of planning permission for residential development on a number of greenfield housing allocations and Council appeals against the courts decisions.
32. Officers then referred to the fact that despite changes in the planning context a series of planning inspectors have consistently given weight to national planning priorities with little or no support for any arguments advanced by the Council. Individual inspectors and the Secretary of State have ruled against the Council and were consistent in their

views on the weaknesses of the Council's case.

33. National guidance states that in determining planning applications, local planning authorities should consider whether a 5 year supply of housing land is available. It is clear from the appeal decisions that little or no weight can be attached to the Council's proposed interim target. This has therefore been withdrawn.
34. We then reviewed the evidence on which the annual housing target for Leeds had been based.

Population and Household Projections for the City & SHMA

35. We met with representatives from the company GVA who were engaged by the Council to update the Strategic Housing Market Assessment (SHMA) on population and household projections in the city. This was published in May 2011. This report represents an update to the 2007 SHMA, utilising secondary data sources and following the methodology set out in the DCLG practice guidance version 2 'SHMA' August 2007. We were informed that their findings of this research will be used to inform the development of the Leeds' Local Development Framework (LDF), including the Core Strategy. We looked at net and gross house building in Leeds (as set out in Appendix 1), stocks of planning permissions and completions of units 1991 to 2011 (Appendix 2) and outstanding capacity at 31st March 2011.
36. We challenged the accuracy of the available data and it was pointed out by GVA that there is no population register and that there is a reliance on the ten year census which makes it very difficult to have up to date and



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accurate data. Births, deaths, internal and external migration, immigration and fertility rates have serious implications for the development of future policies. The estimated population of Leeds in 2010 was 797,000. It is predicted using the Department for Communities and Local Government (DCLG) household model that in 2026 the official trend led projection will be 937,000 and in 2033 1 million. **However, the SHMA challenged the national internal migration and emigration figures and as such the SHMA forecasts recommends that the 2026 figure be adjusted down to 868,000 on the local evidence presented.**

Recommendation 1

That dependent upon the outcome of the 2011 Census the Executive Board make representations to the Department for Communities and Local Government (DCLG) that in order to achieve greater accuracy in the data provided by the Office for National Statistics a population register should be introduced.

37. We asked if all authorities use the DCLG household model which allows raw data to be put in for a city. It was explained that there is one household model for each local authority, based on the 2001 census. In Leeds, the SHMA used these figures and calibrated them to local statistics. We were informed that organisations have in the past been reluctant to challenge the Office for National Statistics (ONS) figures, but through the SHMA, it was felt that Leeds needed to challenge the ONS figures as it has more accurate local figures. We noted that in this year's SHMA update, Leeds departed from the DCLG/ONS

model in a number of key areas. We asked if we would be allowed to move away from the DCLG household model altogether and were informed that the SHMA attempted to do this. **We were advised that Greater Manchester moved away from the CLG household model around 5 years ago, and this has never been challenged. It is not known to what extent Greater Manchester has moved away from the CLG model and this should be investigated to see if Leeds needs to take further steps in moving away from the CLG model.**

38. We noted that it was recognised that there are significant demographic changes in the population and that demand for smaller units would increase with an aging population although demand would vary from community to community for a range of reasons. The current stock is 8% one bedroom, 54% two bedroom 27% three bedroom and 10% four bedroom.

Recommendation 2

That the Director of Environment and Neighbourhoods consider whether there would be an advantage in moving away from the DCLG household model altogether and relying on local data which would be more accurate in determining housing need.

That the Director of Environment and Neighbourhoods report back to this Scrutiny Board on the outcome within 3 months of its report being published.

39. We asked for the number of current housing starts and what the highest number of starts there had been in any one year. Officers responded that there are currently around



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60/70 unit starts a month. The total need figure recommended in the SHMA which takes into account the economic ambitions of the Council as well as the demographic trends is 4,929 units gross per annum. This includes the draft National Planning Policy Framework (NPPF) recommendation of a 5 year supply plus 20%. The RSS target is currently 4,300 net units a year (there needs to be 4,500 builds to take into account demolitions). In the past year there have been 1,600, the highest was 3,800 (2007/2008); so even in boom years the target has never been met. On this basis we questioned whether the target of 4,500 plus units per annum was realistic when delivery is outside the Council's control and dependent on developers who had to deliver this number of units in the current economic climate.

40. We noted that the number of planning permissions that have been granted are for over 20,000 units which equates to our 5 year supply but building completions in year end 2011 were only around 1,500 units.
41. We noted that the recent appeals have demonstrated how setting a requirement that is not robust and sound will be treated by Inspectors. Nevertheless we feel the target figure using the current business model cannot be achieved and should be challenged.
42. We also noted that the draft National Planning Policy Framework states 'that the Government's key housing objective is to increase significantly the delivery of new homes. Everyone should have the opportunity to live in high quality well designed homes, which they can afford, in a community where they want to live. This means increasing the housing supply, delivering a wide choice of high

quality homes were people want to live widening opportunities for home ownership and creating sustainable inclusive mixed communities including through the regeneration and renewal of areas of poor housing. To enable this the planning system should aim to deliver a sufficient quantity and range of housing consistent with the land use principles and other policies of this framework'. The Government is to introduce a new presumption in favour of sustainable development, so that the default answer to development is "yes".

43. The difficulties faced with the housing appeals and the potential need for a different approach add weight to progress the Core Strategy. The only way for the Council is to effectively establish a new approach that should include a new housing target, phasing links between Brownfield and Greenfield and spatial distribution.
44. We acknowledged that deciding on how many houses are needed and where these are best located should come through a step by step process beginning with a dialogue between communities and house builders and investors based on evidence and principles that are widely agreed and trusted. The Executive Board agreed a consultation prospectus in June 2011. The outcome of this consultation will not be available until October 2011.
45. We noted the Government's Localism Bill identifies how local communities can be involved and help to meet local needs and other strategic housing and employment objectives which requires a change to the current model operated by the Council.
46. We noted that the recent Cala II judgment has confirmed that 'it would be unlawful for a local planning authority preparing, or a Planning Inspector examining, development plan documents to have regard to the



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proposal to abolish regional strategies'. Consequently, in planning the Core Strategy, the Council is working on the basis that the plan will need to be in general conformity with RSS, taking into consideration up to date evidence. From 2004 -2011, Leeds has had a shortfall of house building of 1,216 units, if based on the RSS requirement. There are 15 years left in RSS, which means that an additional 83 units per annum must be added to the annual average if Leeds is to reach the RSS requirement. This brings the annual requirement up to 4,382, and the five year requirement rests at 21,910 units.

47. The 2010 Annual Monitoring Report identified that the five year supply of land which was expected to be built between 2011 - 2016 was 12,466 units. This figure included 2,500 'windfall' units, which inspectors have been reluctant to accept as part of the five year supply. Excluding windfall the five year supply figure for Leeds is approximately 9,966 units.

48. Based on the supply position, the Council's Executive Board agreed to release Phase 2 and 3 housing allocations in the UDP at it's meeting on 22 June 2011, subject to proposals coming forward being acceptable in planning terms. These are greenfield sites that should be attractive to the market if house building starts to recover and provide capacity for up to 7,611 units. In seeking to tackle longer term housing land supply issues, the Council is continuing to progress the Core Strategy with a view to preparing a publication document by December 2011, to establish a new housing target and approach to delivery.

49. We strongly oppose the proposal by the NPPF that requires an additional 20% over and above the figure required in the 5 year supply of housing units to be delivered per annum. This proposal would require sites to come forward at an earlier stage and thereby undermine the Council's policy to develop Brownfield sites in the city.

Recommendation 3

That the Executive Board oppose the proposal of the National Planning Policy Framework that requires an additional 20% over an above the figure required in the five year supply of housing units to be delivered per annum in the city. Their proposal would mean sites coming forward at an earlier stage and could undermine the Council's policy to develop its Brownfield sites.

50. We discussed the possibility of recommending that the total annual build figure be proportionally divided to meet the specific areas of need identified in the SHMA e.g. open market, affordable homes and sheltered accommodation but acknowledge the difficulties this would create. However, we think it would be appropriate to place a requirement on house builders to meet a predicted annual need under each of the SHMA categories.

Recommendation 4

That the Directors of City Development and Environment and Neighbourhoods report back to Scrutiny Board (Regeneration) within three months providing statistics that demonstrate that we will meet the requirements of the National Planning Policy Framework.



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Strategic Housing Land Availability Assessment (SHLAA)

51. We spent a considerable amount of time examining the development and preparation of SHLAA which was based on National Practice Guidance and aimed to be robust enough to be used as evidence in planning appeals on development proposals and examinations of Local Development Framework documents. We considered a range of documents which had been provided to us to give us some understanding of the nature of the exercise, the methodology and the way the SHLAA Partnership was being expected to operate.

52. We received a briefing paper on the reporting mechanisms that monitor housing development and steps to identify future housing land supply. It was noted that PPS3 requires the Council to look forward and identify where future housing units are to be delivered and this is done by developing a 5 year supply (FYS).

53. We noted that in order for a housing unit to contribute to FYS there must be reasonable certainty that the unit will be completed in the FYS. A housing unit cannot be included in the 5 year FYS solely because it's got planning permission. Therefore an assessment of sites/units beyond planning permission alone is required and this is done through the Strategic Housing Land Availability Assessment.

54. We had concerns as to whether members of the SHLAA Partnership applied rigor to the process and challenged developers when agreeing the sites to be developed and the number

of affordable homes to be included. We suggested that SHLAA accepts whatever the developers tell us. We were told this was not the case and that there was an agreed process and methodology in the approach which is based on trends as to what has been achieved in Leeds to date. Members suggested that it was all about what can be achieved in 5 years time and on past performance only delivering half of what is required. The housing target of 4,300 units per annum has never been met.

55. We asked who the onus was on to complete these planning consents. It was confirmed to us that it was up to the developer to complete the permissions. However in determining the expected number of housing units that will complete in five years, it is supposed to be collaborative between the Council and developers through the SHLAA. It was pointed out that at the recent planning appeals developers were saying that they could not deliver on many of these sites (with planning permission) because of the current economic climate. We suggested the Council should be taking a more robust approach with developers to start on sites where planning approvals already exist. However, we accept that the situation is a challenging one. The Council is very much dependent upon house builders delivering the homes which are needed. It will require the house building industry to work proactively and responsibly in partnership with the Council and other agencies to achieve the targets which are set.

56. Reference was made to the fact that the methodology used in developing the SHLAA partnership was agreed in 2008 at a time before the housing crunch and developers and mortgage lenders had now become much more risk averse. The 2011 update to the SHLAA should address some of these issues

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57. We referred to the inquiry at Churchfield Boston Spa where Taylor Wimpey were on record as saying that mortgage lending was not a problem but clearly the Homes and Community Agency (HCA) on the evidence presented to us think this is a significant problem. We asked what evidence was available on this issue? It was suggested that it was first time buyers who were struggling to secure mortgages and as a consequence developers want to build high value properties aimed at those who already have equity in a property and can meet the deposit required by a lender.
58. We asked how many sites that went to appeal have now started. Officers stated to us that in a number of cases detailed plans have come forward, so progress is being made, but no onsite building has begun on any of the sites appealed against. Developers later in this report put their case forward as to why this is a slow process (see paragraph 86 onwards).
59. We asked what is the total number of sites identified in the SHLAA which fall into the category of “Ldf to determine” and what is the total number of dwellings within this category? We also asked which sites have policy constraints or sustainability issues. The details of the officers responses are set out in Appendix 5.
60. We were informed that SHLAA has now included smaller sites in its deliberations but developers seem to be opposed to this change.
61. We heard that since adjustments had been made to the process members of the SHLAA Partnership consider that the process is working as well as it can but the partnership can only take it so far and cannot deliver irrespective of market conditions.
62. We noted that inspectors have accepted the robustness of the SHLAA process.
63. We were concerned that developers are telling the Homes and Community Agency (HCA) that they are not building houses because they cannot sell them. Yet they told inspectors at all the recent housing appeals that it was the lack of land supply that was holding things up and they could sell everything they built. The fact is house builders have potential to build 21,000 dwellings tied up in outstanding planning permissions, which would be almost equivalent to a five year housing supply. We took the view that developers have no intention of building on many of the available sites with planning approval in the short and medium term.
64. We recognised that the new Planning Framework and the Government’s desire to build new homes will make things more difficult for the local authority. It will be difficult to develop some sites unless incentives by way of subsidy can be offered to developers. It is particularly challenging for the Council to deliver many of its objectives for the regeneration of sites and employment when it does not build its own houses
65. We feel that there is considerable mistrust between the Council and developers and question whether SHLAA is robust enough to press developers to deliver on sites where planning approvals are already in place.



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Recommendation 5

That the Director of City Development consider whether through the SHLAA partnership or other mechanism; developers can be encouraged through incentives to deliver on sites where planning approvals have been granted and there are no technical reasons for these not to be progressed.

Recommendation 6

That the Director of City Development undertake a fundamental review of the SHLAA partnership by 31st December 2011 and before the preparation of the site allocation plan and that a report be submitted to Scrutiny Board (Regeneration) on the outcome.

66. As Chair of the Scrutiny Board I expressed concern as to how the former Yorkshire and Humberside Regional Assembly had approached its housing strategy compared to the northwest where housing provision was prioritised away from Manchester in towns like Macclesfield which needed substantial regeneration. **This was particularly of concern when cities like Wakefield and Barnsley had offered to build and regenerate over their housing quota to help Leeds meet its targets.** There are also a number of other areas within the Yorkshire and Humberside region that are over their housing quota. We strongly support that Leeds should be allowed to engage with other authorities to help

meet Leeds housing targets. Moreover we understand that the additional housing supply in Wakefield and Barnsley is not being counted in anybody's figures as their core strategies are in 'a different place' to Leeds. We suggest that the Leeds City Regional Partnership should as a matter of urgency agree a method by which over provision of housing supply should be counted and added to authorities who are unable to meet their housing targets in the region.

67. We noted that in North Merseyside they have recognised this issue and have looked at the overall demand in the area, and what proportions can be absorbed by neighbouring authorities. We understand it is not an easy study but it was being relied on to determine core strategies.

Recommendation 7

That the Leeds City Region Partnership be asked to consider through their work on a City Region Strategy Statement, that where a local authority makes either an over or under provision of new homes above or below locally evidenced targets, that both these circumstances are taken into account in arriving at the overall scale of provision of new homes in the city region. These arrangements for the provision of new homes is to be agreed through the Leaders Board of the Partnership and incorporated into each authorities' Core Strategy in the city region.



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Windfall Sites

68. In considering the conditions applied to the development of a 5 year supply (FYS) referred to earlier in this report we noted that 'windfalls' cannot be included in the FYS.

69. We noted that the term 'windfall' is used differently by different people, and is often used loosely to mean any site which is not allocated in a development plan document. However, we were advised that the relevant national planning guidance (PPS3:Housing) contains a definition of windfalls which makes it clear that windfalls are 'sites which have not been specifically identified as available in the local plan process – they comprise previously developed land that has unexpectedly become available'. This makes it clear that any site which is specifically identified in the development plan making process – such as the SHLAA – is not a windfall. Likewise, sites which come forward within an identified broad location within a settlement are not windfalls either because they are not unexpected. Accordingly, the more comprehensive the coverage of the SHLAA is, the less need, or scope, there is for windfall sites.

70. There are two routes by which land is brought forward for housing development. Either it is identified as allocated for that purpose in development plan documents prepared by the local planning authority, or it is presented through the planning application process by landowners and developers as windfall. Windfall is a regular, mainstream source of supply.

71. Windfall supply overwhelmingly consists of plentiful small brownfield sites. 98% of capacity since 1991 had been on

brownfield sites, 67% of which were under 0.4 hectares. There has been an average of around 100 new windfall sites per year given permission between 2001 and 2008, which has reduced to 45 sites in 2010/11. Small numbers of larger sites, however, account for the bulk of capacity many of which have formerly been in industrial or commercial use.

72. The largest source of windfall is in large urban areas where the scope for change of land use is greater.

73. We noted that in Leeds, windfall has been monitored continuously since the 1980s and for much of this time has been more important than the development plan route as a source of land. Between mid 1991 and mid 2000, before the revision of PPG3, windfall sites already accounted for 56% of new permissions. The brownfield priority introduced in 2000 greatly increased that dominance. In the September 2010 department's report, windfall had generated 88% of new permissions since mid 2000 and 96% since mid 2005, which has now dropped to 86% since mid 2001 and 84% since mid 2006.

74. Annual windfall totals since 1991 are shown in Appendix 4 for sites in the City Centre, in the rest of the main urban area and outside the urban area as defined in the UDP Review. The figures given are for permissions that were live at the reporting date or had been implemented. Dwellings are assigned to the year in which permission was first given on each site. Averages are given for the whole period and for before and after 2001.

75. Appendix 4 shows that since 1991 windfall permissions have averaged 2,401 units per year. The figures before and after mid 2001 are distinctly different. Before mid 2001 windfall averaged ,1150 per year and

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afterwards it increased to 3,652 per year, not far short of the RSS dwelling requirement. However, there was quite a sharp drop in the 9 months following June 2008 as a result of the housing market decline which resulted in the year total for 2008/09 as the lowest since PPG3 was published in 2000.

76. Analysis of the figures by area shows that a large part of the post 2001 rise was accounted for by sites in the City Centre. Permissions rose to an average of approximately 1,600 per year in the period 2000 to 2009. This yearly average has now dropped to 1,201 per year for the period 2001 to 2011, which signals a shift away from the City Centre housing proposals.

77. There has also been significant growth in windfall permissions outside the City Centre. In this area, windfall has always been an important feature of the land market, with permissions averaging 865 per year even before 2001. The post 2001 figure stands at 2,451 dwellings but has seen a recent decline having risen to an average of around 2,500 in 2008.

78. We took the view that such windfall sites should count against the Council's annual target for delivery of units per annum.

79. We noted that PPS3 is clear that allowances for windfalls should not be included in the first ten years of land supply unless the Local Planning Authority can provide robust evidence of genuine local circumstances that 'prevent' specific sites from being identified. It would appear from an extract of an inspector's examination of South Oxfordshire Core Strategy in April 2011 that "an allowance has been made for delivery through unallocated sites. Its strategy does not identify specific sites

for 1,060 dwellings representing 24% of the residual outstanding balance of 4,400 after completions and current commitments". The inspector states that "more significantly South Oxford's Core Strategy clearly does not expect or require the future Site Allocations DPD (SADPD) to do so. The total number of windfalls relied upon in years 5 - 10 of the strategy, contrary to PPS3 - appears to be 530.' He goes on to say that 'it is not apparent why specific sites cannot be identified yet 530 windfall sites, including Greenfield sites are relied upon in some of the first ten years'.

80. There was a discussion regarding inclusion of windfall and smaller sites in the FYP. The view was expressed that windfall sites should be included in the 5 year figures. The Co-opted Member stated that SHLAA is now considering smaller sites, but developers are not keen to include these in the SHLAA. We took the view that time could be saved in appeals if smaller sites and windfall sites were included in forecasting, even though this would mean more officer capacity required at the beginning of the process.

81. We referred to the House of Commons Hansard of 5th September 2011 where Mr S Andrew MP asked the Parliamentary Under Secretary for Communities and Local Government whether the Minister would look again at counting windfall sites in the Council's five year plan. The Parliamentary Under Secretary responded that "it is certainly proper for local planning authorities to take into account windfall sites, but it is also necessary for every planning authority to ensure that it has sound evidenced based proposals for housing in particular...."

82. Mr A Shelbrooke MP at the same session urged the Minister of State, Department for Communities and Local Government "to work more closely with Councils on publishing more guidance and setting out



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how to build a strong evidence base in order to include windfall sites, so that Leeds City Council can stand up in the planning courts and use the 2.3 years of windfall supply as part of the current five year supply, because at the moment, it is losing on every appeal.”

Recommendation 8

That the Director of City Development

- **Continue to make representations to the Secretary of State for Communities and Local Government to count windfall sites within the Council’s five year housing land supply.**
- **Seek to establish principles within the Council’s Core Strategy that support this outcome .**
- **Seek to include student accommodation within windfall sites.**
- **Write to all Members of Parliament providing a clear and uncomplicated explanation of the principle issues of concern so that MPs can continue to press the Leeds case with Ministers, Senior Civic Servants and other interested parties . A copy of the Director’s letter to MPs also to be circulated to all Members of Council.**

Localism Bill

83. We discussed the implications of the Localism Bill and the involvement of local communities in the planning process and the development of sites within the various wards of the city.

84. We felt very strongly that this should be something that is incorporated into the new business model. We suggested to officers that further work needed to be undertaken in this respect to ensure communities are engaged in and could have some influence on the location of future housing developments within the various wards of the city.

85. We were concerned that the Localism Bill does not require developers to engage with local communities including Town and Parish Councils about many significant proposals which will affect the future of those communities. We raised this with the Government’s Chief Planner who advised us that there was a proposed amendment to the Bill that will make it compulsory for developers to consult with communities for developments of over 250 dwellings. We consider that this number should be substantially reduced and the categories of development widened as even a small development can have a significant effect on a community.

Recommendation 9

- (a) That the Directors of City Development and Environment and Neighbourhoods undertake some initial work to identify ways in which the engagement and influence of local communities could be achieved under the Localism Bill.**
- (b) That Executive Board make appropriate representations concerning the Bill that will require developers to consult with local communities including Town and Parish Councils where developments exceed more than 50 dwellings.**



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Land Banking

86. Developers told us that they feel that the market in Leeds, or rather the supply of housing in Leeds over recent years, has been skewed by the planning policies of the city in limiting the nature of sites that have been available to come forward. This has led to the recent appeals and the intent to commence development of these sites. They stated that they were just three of a whole range of developers who want to build houses in the city and they feel that there is an underlying demand even in the current conditions and are progressing applications and also involved with the Local Development Framework in terms of long term supply of land as well. They stated that Leeds is the largest district in the region, it is a driver of the region, and it's an area in which they all want to continue to be involved.
87. Developers told us that the nature of Leeds as they see it is a very mixed market, different places, different markets, they're not necessarily interrelated so that if you're developing in one part of the city that has no effect whatsoever on another part of the city. They are quite separate markets and the issue for them at the end of the day is can they sell the houses. They are not house builders but house sellers. They build across the range and it does not matter to them where land is, it's where there's an opportunity, an opportunity to fill and where's there's a market need which in Leeds from the population projections is huge.
88. We were informed that developers take the view that the market is sound, certain market segments are more difficult than others but there is equilibrium within the marketplace at the moment but that

balancing point is significantly lower than it probably was in the beginning of 2005 / 2006. They stated to us that when they work with local authorities and they look at projected housing completion rates they would have budgeted for something like sale rates of one unit per week 5/6 years ago. They are now budgeting for sales at a rate of 0.6 unit a week or 2.4 houses a month which is consistent with a 40% reduction in capacity. That is in part a function of the current market and in part a function of current funding. However, the optimistic note is that the rate of aborted sales, that is those people who commence the sales and then drop out as they change their mind or encounter escalated price or they can't get a mortgage is actually running at a lower level so they have stability but it's stability that is at a level that is about 40% lower than where they were at the peak of the market.

89. We suggested to developers that just in terms of housing supply and the targets that Leeds is expected to fulfil they would agree that there's no hope of achieving those targets of 4,300 houses per annum when nationally there's a 40% reduction in terms of what is being taken up.
90. Developers responded that what has happened with the market over the last few years has been exceptional but housing supply is very much a long term process for them and to take an interest in land to be involved in the planning process; be that in the policy through the Local Development Framework or obtaining planning consents takes some considerable time. When they get consent for a site they told us they don't just build all the houses and expect them to be delivered over a short period of time. They expect that sales rate to gradually increase so that they could build 4,000/4,500 houses per annum and sell them a year as of today, which would be a struggle, but they

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could certainly build many more houses in Leeds if they had the right variety of sites.

91. We responded to the developers that there are always concerns amongst politicians that development companies obtain consents, sit on the sites, and don't build them out. We asked what is the scale of their landholdings in the city, and in the region, and of that what's the scale of land that you're sitting on with valid consents?
92. Developers responded that what they want is an opportunity to build but the current process prevents opportunity and as a consequence they have little chance of actually achieving the sort of numbers that are actually needed.
93. We were told that in 2007 Barratt bought David Wilson Homes. The combined output of those two companies at purchase was 22,000 units per year nationwide. To the end of June 2011 they produced 11,000 units. They are therefore operating at half capacity and in 2007 were planning for an increase of 10% per annum. They know that Leeds wants to go up a league but the current process constrains them from achieving the targets which are set. We were told that in terms of their landholding they have five sites in Leeds which are operational, none that are not operational that have not been built on. The total units on the five sites is 1,000 but that's not the annual output because they are producing so many units a year. In the pipeline they have about 250 units of consents where they need to discharge the conditions or seek other approvals. We were told they are not being sat on; they're just going through the process. They feel they could produce 30 market units a year to sell from a site with

possibly 6, 7 or even 10 affordable units in that number. Operating from 5, 6 or 7 sites would increase the number of units coming on line. that would be a normal sort of production – if you work generously on 40 units a year, per site then they could deliver 280 units a year which is only a fraction; possibly 10% of the total output of the city.

94. Taylor Wimpey stated that in 2007 they completed 22,000 units per annum nationwide and at their half year results issued at the end of June 2011 we're on a rate of 11,000 a year and take the view that the worst is behind them and confident for the future with an investment structure in place and a programme for future development. They have three sites in current production in Leeds 2 at Middleton and 1 at Pudsey. The two Middleton sites were on loan which were originally owned by the local authority and passed through to a development company, quotes from those sites at the moment are 92 units per annum cumulatively but the Middleton sites do not deliver much social housing so if you were doing it in a normal ratio of social housing and private housing you would be at a higher output.
95. The three sites have 364 units which suggest that they have a 4 year output at current sales rates on those three schemes. They have three schemes which they have outline approval granted at appeal, at Allerton Bywater, Whinmoor which they share with Persimmon, and Boston Spa. The Allerton Bywater approval of reserve matters is imminent and reserve matters are being worked up for Whinmoor. At Boston Spa they don't have to seek approval of reserve matters as it was a full application, in a conservation area. They then follow through with discharge of conditions and commencement on site.



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96. All of those schemes we were told are looking for construction commencement around the beginning of 2012. They have 5 sites in their strategic land bank with regard to Leeds, and if they survive the core strategy process they look to deliver on these sites in 2014/2015. These sites are at Cookridge, East Ardsley, Poole, Otley and the East Leeds Urban Extension. They have one frozen scheme at Greenbank in Leeds which was originally consented for 850 units. The consent has been extended up until 2015 and they are in the process of renegotiation and preparing a fresh planning application for a revised scheme of 500 units.
97. Persimmon Homes stated that like Taylor Wimpey, they have land in East Leeds; in total that could provide around 4000 houses and have perhaps in total interests in this site of just under 30% of that total. They have just one active site in Leeds at the moment in Swarcliffe. They have got applications in or pre-application discussions on a further 4 sites, and total in total about 500.
98. Developers did not accept our charge that they often gain planning consent for sites and then do not develop them. They stated they need outlets to build houses and sell them. The more outlets they have the more opportunity they have to obtain sales. The number of sales they can get off any one site per annum is between 30 and 35 so the more sites you have, the wider the market and the more flexibility and greater choice there is. The commercial imperative is that they can't afford to sit on land and do nothing with it. It becomes an asset and they have to use that asset. They stated that some larger sites because of the infrastructures costs mean that they may sell that land to other developers which can slow down the process. In very large sites part of the site may not be developed for some considerable time as blocks of land are developed in phases. So there will be occasional situations where through different circumstances land isn't developed but they must be rare indeed, so at the moment, even though the market is, as they stated, much quieter than it was there is still a requirement on developers to buy new sites and to bring new sites forward for development.
99. We referred to the substantial landholdings that Taylor Woodrow had for how many years in Cookridge adjacent to the Moseley Woods and all of the farmland that stretches beyond the Moseley Woods which was retained in their ownership for further usage. So in terms of developers owning substantial stretches of land, that is clear to us and indeed are often revealed in the developers annual accounts. So they do own substantial tracks of land in the city. The Council does not build houses and therefore the targets which are set, whatever they might be are dependent on the developers and they have to work in the planning process that applies, in terms of land acquisition and buying land at the right price and submitting planning applications and meeting S106 obligations and the like.
100. Developers responded concerning the land in Cookridge and pointed out that this land is in a protected area of search. There needs to be a differentiation between land in which developers have an interest and land where they apply for planning consent. Undoubtedly developers own land and they have options on a lot of land, and yes they are promoting it for development but they would only bring a proposal forward if they thought there was a good opportunity to receive planning consent. The Council's policy against releasing allocated sites for quite a number of years has only very recently changed after the whole range of



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appeal decisions. They utterly refute the suggestion that where planning consent has been obtained they would sit on it and do nothing. They did accept that they do have land interests beyond land with planning consent, and that's land that they are seeking to bring forward in order to protect and provide a supply for development.

101. It was pointed out to us that there have been three inquiries into land banking nationally: there was the Barker Report, the Calcott Report, and more latterly in 2008 the Office of Fair Trading (OFT). They stated to us that the Office of Fair Trading was not a friend at all of the house building industry, but the OFT concluded on land banking that:

“The homebuilding industry which owns a significant land bank does not appear to systematically hoard land with implementable planning permission.”

102. We referred to the 21,000 live consents in this city that are not being progressed because we suspect that there isn't the liquidity in the mortgage market for people to purchase those homes. As the developers have stated at the outset of our discussions, they are home sellers as opposed to homebuilders and whilst the supply is there in the 21,000, the demand clearly isn't, otherwise as home sellers they would be constructing and selling those 21,000 units.
103. Developers stated to us that many of the 2,1000 units with planning consent are not necessarily implementable. There are 9,800 units with detailed planning consents and of those about 1,900 are actually under construction, but not complete. So if there are 2.5 times more sites with planning consents than there are under construction then a good half

of that 9,800 are actually part of those sites. The rest of them may well be in the process, have got the detailed consent but are discharging conditions. So the vast majority of those detailed consents are not being held up by developers. They suggest that the hold up is the consents in the Leeds city centre, for multi-storey developments, for which there is now no market and substantial replans have got to take place if that land is going to come forward at all.

104. We asked why there had been so little activity on the recent housing appeal sites.
105. Persimmon responded that the first one at Yeadon that was allowed on appeal they are doing the detailed application, as the consent was an outline application. They need a reserved matters application which provides the detail because they can only build off a detailed consent or reserved matters consent, not the outline. So there is a time lag in that process, there are also pre-application discussions with the Council to be had. The Grimes Dyke decision, which was a joint appeal, Persimmon and Taylor Wimpey expect to put a fresh application in by the end of the year. The consents that have been granted aren't consents to build, they're just outline. Yeadon was the first one, and they will be feeding through houses in the next 9 months.
106. Developers referred to the 2,1000 planning consents and their view that a high number are made up of city centre high rise apartments. A PhD student has suggested that of the applicants that submitted applications for the high-rise developments, in the last 3 years 22% of them have gone bankrupt so these will not be delivered. High-rise apartments are the most difficult to sell even before the market crash as people can't borrow money on them. A lot of provision is in high density developments in the city centre as flats.



Conclusions and Recommendations

107. We pointed out that at the Grimes Dyke inquiry the Inspector noted that Persimmon had a 6.7 year land bank, and at the time the developer did not dispute that.
108. Persimmon responded that at a national level in 2007 they completed 16,000 houses. In 2010 they completed 9,000 houses. When the housing market collapsed, the amount of land they had in 2007 to maintain supply would have been about 3.5 years supply, and the drop in completions, if nothing else changed, has resulted in 6.7 year supply in 2010. It does not mean that they will stop building. They are actively looking for new sites. In 2008 when the market did collapse they did mothball a number of sites they admitted because they weren't selling houses. Now what do they do? Do they keep building houses if they're not being sold? Swarcliffe, was kept running because they were still selling houses.
109. We stated that the fact of the matter is that it is the developers who control the timing of all of those matters discussed and indeed most volume house builders are careful as to when they incur the costs, for purchasing the land, incur the costs of a planning application, incur the costs of discharging those conditions and so it's a known and a recognised model. Our concern is the driver of that model and effectively you can't have it both ways. You can't say your not selling houses and we're home sellers so we will slow the pace of construction and at the same time argue that if we could get another 30 sites lets have them, because the two don't sit together.
110. Developers responded that they are not masters of their own destiny. The obtaining of planning consent is hard work, and the experience over the last 18 months in Leeds has proven that. Any window of opportunity to get a consent they will take. They are in the market and want more outlets. It was stressed by Persimmon Homes of the three developers they have only one active site in Leeds and are trying to obtain a consent on another four and are wanting to press ahead with an application in East Leeds, that would be a fifth one. They cannot see realistically that they would be in a position to ever have control of 30 sites in Leeds or even 10 sites but they do want to have more outlets. Leeds is the biggest district in Yorkshire, it's one of the most attractive districts in which to build.
111. We asked what's the point of having those additional markets if they are not selling the houses?
112. Developers suggested that we were missing the point in that they used to sell 16,000 houses a year, they now sell 9,000, but they are still selling houses. They are selling them at a slower rate than they want to. They would like to increase the rate of the sales, and in order to maintain the rate of sales and increase the rate of sales they require additional outlets but they won't be selling them at a fantastic rate.
113. We stated that the follow-on position is that in terms of achieving the targets here in Leeds, developers accept that they are the people who have to achieve those targets, because they are the people who are selling the houses, not the city council. We grant the consents and allocate the land, but in terms of achieving those targets, this will not happen because if developers have another thirty sites, by their own admission, they would still be selling houses, but they won't be constructing them in the volume to meet those targets?



Conclusions and Recommendations

114. Developers responded that they will be selling houses at the rate that the market can cope with but they need a sufficient land supply because of the planning process and the time it takes to obtain the necessary consents and to operate from a number of sites that provide a wide mix of housing and choice
115. We suggested again that in this current climate the volume house builders combined cannot satisfy the targets that might be set because the liquidity simply isn't there in the mortgage market to satisfy that and even at the peak of delivery in this city we were well under the target to be delivered. So if that is the backdrop, no matter what the availability of land is they still can't make the target.
116. A developer responded that Leeds is viewed as strong within the regional economy and therefore has housing need and also has a purchasing power which is better on average of the comparable districts that they operate in. Whilst not putting all their eggs in one basket they would want to invest in Leeds. They would want to maintain their current market share and increase their number of outlets and increase the rate of output and if the rest of the industry replicated that or they have new entrants into the market they could get close to a 4,000 figure, and they looked at their span of management control and the additional resources that they need and the capital availability which they had, and they felt comfortable that they could operate just internally at that sort of level. They accepted that sales in 2008/2009/2010 were poor but if they look at the forward forecasting with regard to demographic growth and relative projection of capital availability and other matters the market models which they see suggests that there will be an uplift in price, and sales rate, kicking in 2012 (South of England), 2013/2014/2015 within Leeds as a strong provincial marketplace.
117. We consider that the experience of Council Members over the years has led to a degree of mistrust and misunderstanding between developers and the Council which needs to be addressed. It supports the proposal in our recommendation 10 of our report for the development a new creative business model that meets our targets and protects the Green Belt wherever possible.
118. We remain concerned despite assurances that there does appear to be a number of consents were developers appear not to be progressing sites and supports our recommendation 5.
119. We discussed employment and business growth, and whether this could match the housing figure targets. It was suggested that the Council should review whether it wished to continue to encourage growth in the city or whether it should discourage expansion which would reduce pressure on its infrastructure and reduce housing demand and provide employment for its existing population. Leeds has traditionally wanted 'everything' – unlimited economic growth which means unlimited housing growth, with a strong focus on highly qualified sectors meaning there is a lack of low paid unskilled work for Leeds residents. It was agreed that there was a lot of contradiction in the city priorities, and that necessary changes and political direction is sometimes not communicated well.



Conclusions and Recommendations

Recommendation 10

That the Executive Board

- **Support the view that growth and infrastructure provision in the city must go hand in hand with the development of a new business model which incorporates the new Community Infrastructure levy (CIL) and new procedures for determining and developing strategic projects in the city region and support for significant local schemes in Leeds .**
- **Agree that 80% of the income to be raised through the CIL be ring fenced for the benefit of local communities with the balance being directed into a general fund to support city and city regional projects.**

120. We subsequently received a joint letter from the developers who gave evidence to us during our inquiry. They consider that there would be substantial value in setting up a working group between the Council, developers and representatives of neighbourhoods and/or parish Councils. We agree that this would be beneficial to all parties concerned to further explore and help us all understand each others concerns.

Recommendation 11

That the Director of City Development establish a working group comprising appropriate members, officers, developers, representatives of neighbourhoods, HCA and Town and Parish Councils to promote better understanding of each others issues and concerns regarding housing provision in the city.

Land Banking Our View

121. We heard from developers who gave evidence to our inquiry rigorously refute any suggestion that they land banked. They spent a considerable amount of time explaining to us the commercial imperatives they had to get on and build on sites once planning approval had been obtained. They pointed out to us that there had been three national inquiries into land banking (please refer to paragraph 101 of our report) and the latest by the Office of Fair Trading (OFT) found that despite the home building industry owning a significant land bank the industry did not appear to systematically hoard land with implementable planning permission. However, they do control the mechanisms of supply as it can be many months or years before a site is developed and the conditions met and discharged. We feel their approach to be misleading by stating they do not land bank and yet have gone to appeal on 12 recent planning applications in the city which has cost the Council in excess of £1.2m in costs.



Conclusions and Recommendations

Recommendation 12

That the Director of City Development write to the Secretary of State for Communities and Local Government expressing the Board's concerns that the home building industry has an abundance of planning consents but chooses not to implement them whilst pressing the case for the release of Greenfield and Greenbelt sites and thereby neglecting the development of inner city sites where need is greatest.

Affordable Homes

125. We received and discussed as part of this inquiry a number of briefing papers on affordable homes and how these are provided and funded in new developments. We concluded that this would be better dealt with as a separate inquiry. We agreed terms of reference for this inquiry at our Board meeting on 27th September 2011 which includes the Community Infrastructure Levies (CIL) which will supersede Section 106 agreements.

Chief Planner DCLG

122. A delegation from our Board met with the Chief Planner for the Department for Communities and Local Government in London on 15th September 2011.
123. We expressed our concerns about a range of proposals in the draft National Policy Framework including the default position and the lack of definition of sustainable development, the loss of the presumption in favour of development of brownfield sites and the absence of a windfall allowance in calculating future housing land supply and the consequences of these changes on the Council. We received little comfort from his responses.
124. We did not receive a definition of what the Government means by sustainability nor any reassurance that student accommodation could count in the number of dwellings required to be built as had previously been the case.



Evidence

Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply.

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

Reports and Publications Submitted

Reports of the Director of City Development on Housing Appeals – Implications of the Secretary of States decision relating to land at Grimes Dyke, East Leeds (Executive Board 22nd June 2011), High Court decision and Issues arising from the proposed abolition of the Regional Spatial Strategy and regional housing targets (Executive Board 21st July 2010)

Letter from the Home Builders Federation dated 16th August 2010

Flowchart on the Local Development Framework planning process for housing

A comprehensive map with notations from the UDP which included planning application sites across the city and a map specific to the release of sites in phases 2 and 3

Housing land monitoring published by the City Development Directorate, monthly edition March 2011 issue.

Windfall Allowance South Oxfordshire Core Strategy

Briefing note by Director of Environment and Neighbourhoods on housing delivery and the route by which affordable homes are delivered

Briefing note by Data Team, City Development Directorate on reporting mechanisms for monitoring housing development and steps to identify future housing land supply

Briefing notes by Leeds City Region Partnership on housing and the city region and core strategies

Extract from House of Lords Hansard 7th July 2011 on the Localism Bill – Government delay in publishing the draft national planning policy framework

Schedule showing the current position regarding phases 2 & 3 of the greenfield housing appeal sites in Leeds



Evidence

Reports and Publications Submitted (continued)

Extract of evidence given by the appellant at the Scarcroft appeal which was allowed by the planning inspectorate

GVA final report Leeds Strategic Housing Market Assessment Update final May 2011

Information on the Leeds Strategic Housing Land Availability Assessments:

Practice Guidance document SO1

Draft agenda SHLAA 8th September 2008 document SO2

Project plan document SO3 and Project programme document SO4

Datebase information categories document SO5

Draft terms of reference for the Partnership Group document SO6

Notification letter of a "call to sites" document SO7

Site proposal form document SO8

Mailing list "call to sites" document SO9

Notes of Partnership meeting held on 8th September 2008 document S10

Details of various site document S11

Meeting conclusions on sites considered document S12

Agenda Partnership meeting 28th April 2009 document S13

Notes of Partnership meeting held on 28th April 2009 document S14

Progress on identified sites document S15

Note of the meeting of the Leeds SHLAA held on 5th January and 8th June 2011

Note of a meeting with the Chief Planner DCLG 15th September 2011

Briefing note by the Director of Environment and Neighbourhoods providing examples of affordable housing that had been provided on recent developments.

Briefing note by the Director of City Development on the accumulated money in the commuted sums pot

Briefing note by the Director of City Development on an assessment of the viability check undertaken by the SHLAA to determine when each site was likely to deliver units.

A copy of the personal response of the Co-opted Member to the Director of City Development following an invitation for him to attend a workshop to consider 'Exploring the housing growth in Leeds'.

A House of Commons briefing note to Members of Parliament obtained from the internet on housing targets and planning

A copy of the draft National Planning Policy Framework and Consultation documents which sets out the direction of future national planning policy published on 25th July 2011

House of Commons Hansard Debates 5th September 2011



Evidence

Witnesses Heard

Councillor P. Gruen, Executive Board Member, Neighbourhoods, Housing and Regeneration

Councillor R. Lewis, Executive Board Member, Development and the Economy

Councillor N Taggart, current Chair of SHLAA

Councillor B Anderson, former Chair of SHLAA

Mr S Quartermain, Chief Planner, Department for Communities & Local Government

Mr R Laming, Director GVA

Mr A Pollard, GVA

Dr P Bowden (PB), Edge Analytics

Mr N Parkar, Head of Area, Housing

Mr K. George, Group Head of Planning, Taylor Wimpey

Mr J. Kirkam, Strategic Land and Planning Director, Persimmon

Mr R Donson, Group Planning Director, Barratts Homes

Mr Huw Jones, Strategy and Consultancy Manager Representing re'new / Leeds Housing Partnership

Mr S. Speak, Deputy Director of Planning, City Development Directorate

Mr D. Feeney, Head of Forward Planning and Implementation, City Development Directorate

Mr R Coghlan, Planning Policy Team leader, City Development Directorate

Ms C. Addison, Acting Chief Asset Management Officer, Environment & Neighbourhoods Directorate

Ms M. Gjessing (MG), Housing Investment Manager, Environment & Neighbourhoods Directorate

Ms M. Godsell (MG), Affordable Housing Manager, Environment & Neighbourhoods Directorate

Ms C. Walker, Project Manager, Business Intelligence, Planning, Policy and Improvement Directorate

Ms S Morse, Programme Delivery Manager, Environment & Neighbourhoods Directorate

Mr A. Haig, Regional Policy Team, Planning, Policy and Improvement Directorate

Ms L. Peter, Forward Planning & Implementation Team, City Development Directorate

Mr M Brook, Senior Planner, Data, City Development Directorate and Ms R Wasse, Senior Land Manager, Barratt Homes both in attendance



Evidence

Dates of Scrutiny

28th June 2011 Scrutiny Board (Regeneration)

6th July 2011 Scrutiny Board (Regeneration) Working Group

13th July 2011 Scrutiny Board (Regeneration) Working Group

11th August 2011 Scrutiny Board (Regeneration) Working Group

17th August 2011 Scrutiny Board (Regeneration) Working Group

15th September 2011 Scrutiny Board (Regeneration) Working Group meeting with Chief Planner, DCLG, London

10th October 2011 Scrutiny Board (Regeneration)



Appendix 1

Net and gross housebuilding in Leeds

Financial year	Gross building*			Housing loss*	Net building	RSS annual average net additions
	On PDL	% PDL*	Total			
2004-5	2704	92	2924	291	2633	2260
2005-6	3555	96	3694	258	3436	2260
2006-7	3428	97	3538	211	3327	2260
2007-8	3515	92	3833	257	3576	2260
2008-9	3787	95	3976	148	3828	4300
2009-10	2341	93	2518	281	2238	4300
2010-11	1408	90	1564	140	1379	4300
Total	20738	94	22047	1586	20417	21940
Last 4 quarters						
Apr - Jun 2010	604	96	630			
Jul - Sept 2010	240	76	316			
Oct - Dec 2010	244	92	266			
Jan - Mar 2011	320	91	352			
Annual averages to March 2011						
Last 10 years	2896	94	2983			
Last 5 years	2725	91	3086			

Source : Leeds City Development & Regional Spatial Strategy

*Gross housebuilding includes new build completions plus the net gain from the conversion of existing dwellings and other formerly non-residential buildings to residential use.

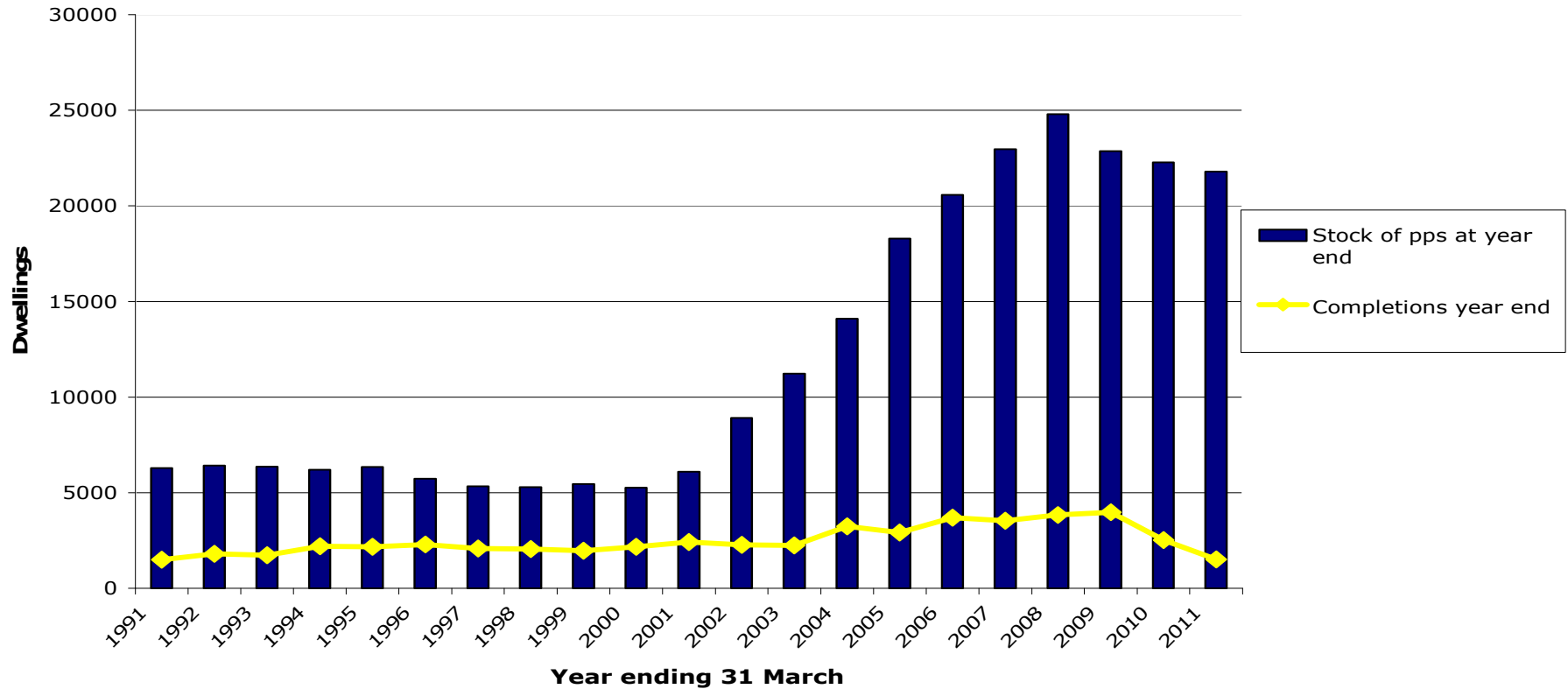
*PDL is previously developed brownfield land.

*Housing loss includes dwellings demolished or converted to non residential use.



Appendix 2

Stocks of planning permissions and completions 1991-2011





Appendix 3

Outstanding capacity at 31 March 2011

Site	Planning Permission			Development Status		Previous Use		Total
	None	Outline	Detailed	Under con	Not yet started	B'field	G'field	
H4 city centre	0	3003	2306	146	5163	5309	0	5309
H4 rest of MUA	0	6437	5346	1246	10462	11492	291	11783
H4 outside MUA	0	142	930	155	911	870	202	1066
Total	0	9582	8582	1547	16536	17671	493	18158
H3-1	266	149	3160	365	3210	2932	643	3575
H3-2	1641	51	11	0	1703	11	1692	1703
H3-3	5659	197	52	7	5901	0	5908	5908
Total	7566	397	3223	372	10814	2943	8243	11186
Total land	7566	9979	11805	1919	27350	20589	8736	29344



Appendix 4

H4 windfall dwelling permissions

Mid-year	City Centre			Rest of urban area			Outside urban area			Outside City Centre			All locations		Total
	Brown	Green	All	Brown	Green	All	Brown	Green	All	Brown	Green	All	Brown	Green	
1991-2	0	0	0	1048	170	1218	37	99	136	1085	269	1354	1085	269	1354
1992-3	0	0	0	447	62	509	69	43	112	516	105	621	516	105	621
1993-4	0	0	0	510	31	541	195	40	235	705	71	776	705	71	776
1994-5	7	0	7	478	104	582	35	109	144	513	213	726	520	213	733
1995-6	21	0	21	327	5	332	145	43	188	472	48	520	493	48	541
1996-7	54	0	54	621	163	784	99	27	126	720	190	910	774	190	964
1997-8	88	0	88	494	30	524	46	165	211	540	195	735	628	195	823
1998-9	572	0	572	499	184	683	196	56	252	695	240	935	1267	240	1507
1999-2000	1310	0	1310	920	31	951	351	0	351	1271	31	1302	2581	31	2612
2000-1	803	0	803	558	33	591	109	70	179	667	103	770	1470	103	1573
2001-2	2532	0	2532	1046	228	1274	760	28	788	1806	256	2062	4338	256	4594
2002-3	1506	0	1506	1752	120	1872	152	19	171	1904	139	2043	3410	139	3549
2003-4	1006	0	1006	2643	17	2660	453	15	468	3096	32	3128	4102	32	4134
2004-5	1887	0	1887	1852	8	1860	896	0	896	2748	8	2756	4635	8	4643
2005-6	1274	0	1274	1639	64	1703	264	12	276	1903	76	1979	3177	76	3253
2006-7	1562	0	1562	1922	13	1935	124	0	124	2046	13	2059	3608	13	3621
2007-8	1433	0	1433	2873		2873	90	11	101	2963	11	2974	4396	11	4407
2008-9	92	0	92	2129	74	2203	47	9	56	2176	83	2259	2268	83	2351
2009-10	714	0	714	2220	14	2234	26	25	51	2246	39	2285	2960	39	2999
2010-11	5	0	5	2774	11	2785	45	134	179	2819	145	2964	2824	145	2969
2011-12*	0	0	0	79	0	79	0	0	0	79	0	79	79	0	79
Total	14866	0	14866	26831	1362	28193	4139	905	5044	30970	2267	33237	45836	2267	48103



Appendix 4

Annual Averages

1991-2001	286	0	286	590	81	672	128	65	193	718	147	865	1004	147	1150
1991-2011	743	0	743	1338	68	1406	207	45	252	1545	113	1658	2288	113	2401
2001-2011	1201	0	1201	2085	55	2140	286	25	311	2371	80	2451	3572	80	3652

*to 31st March 2011

The sites are grouped by Review plan policy below.

H4	Unallocated sites with permission in the City Centre
H4	Unallocated sites with permission in the rest of the Main & Smaller Urban areas
H4	Unallocated sites with permission outside the Main & Smaller Urban areas
H3-1	Phase 1 allocations
H3-2	Phase 2 allocations
H3-3	Phase 3 allocations



APPENDIX 5

SHLAA

Statistics Provided in Response to Questions detailed in paragraph 60 of this report

Total sites and dwellings in LDF to determine category = 500 sites, 136251 dwellings. This compares with 44 sites 1729 dwellings for "no", 347 sites 19560 dwellings for "yes" and 26 sites 3784 dwellings for "yes with physical issues"

Of the total SHLAA sites (917) and dwellings (161,324) we have the following totals for different categories:

- Green Belt 313 sites, 88137 dwellings
- Special Landscape Area 71 sites, 17992 dwellings
- Urban Green Corridors 50 sites, 13871 dwellings
- UDP Minerals protection areas 6 sites, 789 dwellings
- Natural Resources & Waste DPD protection areas 1 site, 0 dwellings
- Public Transport Accessibility (meets RSS minimum standard) 603 sites, 105632 dwellings
- Nature Conservation (near SEGI, LNAs etc), 26 sites, 16831 dwellings

Flood Risk

- Zone 2 33 sites, 6707 dwellings
- Zone 3ai 47 sites, 6732 dwellings
- Zone 3aii 28 sites, 6585 dwellings
- Zone 3b 9 sites, 155 dwellings

Greenspace

- N1 40 sites 7184 dwellings
- N1a 3 sites 123 dwellings
- N5 15 sites, 4581 dwellings
- N6 32 sites, 2234 dwellings

Access to facilities (1 bad, 4 good)

- zone 1 55 sites, 8393 dwellings
- zone 2 21 sites 2858 dwellings
- zone 3 470 sites 98395 dwellings
- zone 4 358 sites 44058 dwellings

Of the total SHLAA sites that are LDF to determine (500) and dwellings (136251) we have the following totals:

- Green Belt 268 sites, 85911 dwellings
- SLA 62 sites, 17710 dwellings
- UGC 35 sites, 12167 dwellings
- UDP Minerals 2 sites, 789 dwellings
- NR&W Minerals 0 sites, 0 dwellings
- Public Transport Accessibility 284 sites, 83108 dwellings
- Nature Cons 18 sites, 15899 dwellings

Flood Risk

- Z2 30 sites 6645 dwellings
- Z3ai 35 sites 6022 dwellings
- Z3aii 26 sites 6523 dwellings
- Z3b 3 sites 149 dwellings

Greenspace

- N1 20 sites 4168 dwellings
- N1a 3 sites 123 dwellings
- N5 13 sites 4521 dwellings
- N6 17 sites 1493 dwellings

Accessibility zones (1 = bad, 4 = good)

- Z1 35 sites 7491 dwellings
- Z2 13 sites 2018 dwellings
- Z3 316 sites 93038 dwellings
- Z4 129 sites 27682 dwellings

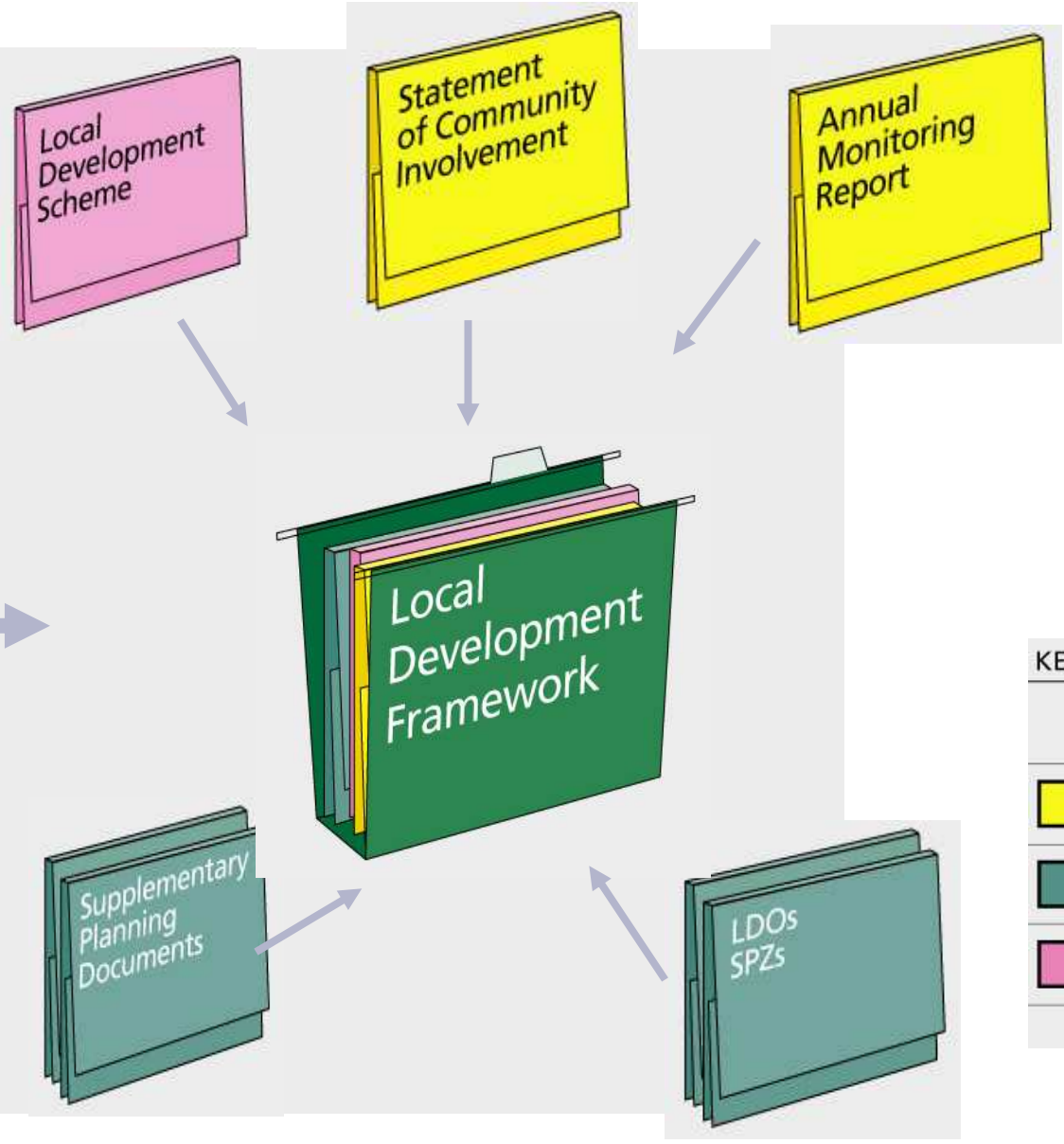



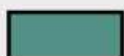

Glossary

Cala Homes	A legal challenge in the High Court (see Executive Board report 22 nd June 2011 for details)
CIL	Community Infrastructure Levy
DCLG	Department for Communities and Local Government
DPDs	Development Plan Documents
FYS	Five year housing supply
GVA	The company who updated the 2007 SHMA
HCA	Homes and Community Agency
LDF	Local Development Framework
NPPF	National Planning Policy Framework
ONS	Office for National Statistics
RSS	Regional Spatial Strategy
SHLAA	Strategic Housing Land Availability Assessments
SHMA	Strategic Housing Market Assessment
SPDs	Supplementary Planning Documents
UDP	Unitary Development Plan

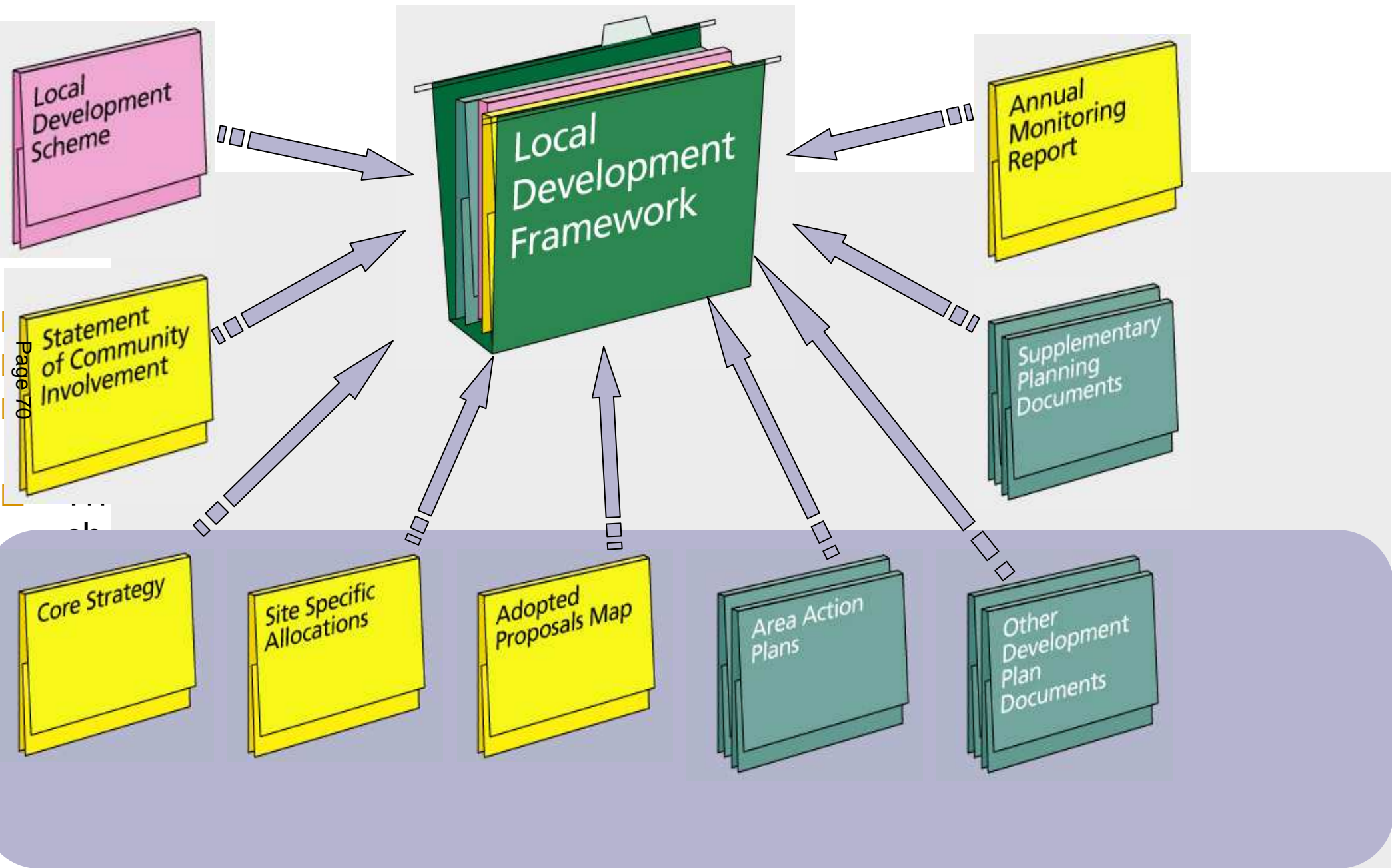
The Development Plan

DEVELOPMENT PLAN DOCUMENTS



KEY	
	Required
	Optional
	Project Plan

The Local Development Framework



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Report of Assistant Chief Executive (Customer Access and Performance)

Report to Regeneration Scrutiny Board

Date: 27th March 2012

Subject: 2011/12 Quarter 3 Performance Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. This report presents to Scrutiny a summary of the quarter 3 performance data relevant to the Regeneration Scrutiny Board.

Recommendations

2. Members are recommended to:
 - Note the quarter three performance information and the issue raised of the housing growth of the city and consider if they are satisfied with the work underway to address this.
 - Identify any further reports or information that they may require to fulfil their scrutiny role in relation to the delivery of the outcomes for Housing and Regeneration.

1 Purpose of this report

- 1.1 This report presents to Scrutiny a summary of the quarter three performance data for 2011-12 which provides an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15 and City Priority Plan 2011-15.

2 Background information

- 2.1 A set of delivery plans for the Council and the city were adopted by Council in July 2011 and this report provides an update setting out the progress in delivery of these plans. The plans and performance management arrangements that form the basis of this report have been developed alongside the revised partnership boards for the city in a whole system approach. Members will note that the delivery of City Priority Plan priorities are shared with partners across the city while the Council Business Plan sets out the Council's contribution to these shared priorities. This report whilst providing an overview of the performance relating to the City Priority Plan deliberately focuses more on the council's contribution which will best enable Scrutiny to challenge the organisation.
- 2.2 The new performance management arrangement include a number of new reports including:
- Performance Reports – these are produced quarterly for the each of the City Priority Plan priorities and for the 5 Cross-Council Priorities in the Council Business Plan. They are a one page summary of progress in delivering the priority including a RAG rating of overall progress. Where possible the headline indicator is shown in a graph to clearly indicate progress and the reports include a look forward to the actions due over the next 3-6 months. We have adopted the principles of outcomes based accountability in these reports.
 - Directorate Priorities and Indicators – a directorate scorecard has been produced for each directorate which sets out the high level progress against each of the directorates priorities and indicators in the Council Business Plan. These are all available on the intranet and published on the Council's website. It also includes the directorates contribution to the cross council priorities and indicators. For Scrutiny purposes these scorecards have been divided up so that each Scrutiny Board receives an update on the priorities within the remit of their Board recognising that these do not necessarily align directly to the Council's directorates in all case. Members will note that this does mean that some priorities will go to two or more Scrutiny Boards and Boards are asked to consider working jointly on any follow up inquiries or nominate a lead Board. Where possible it will be indicated within the report where information is provided for information only as the lead responsibility sits with another Scrutiny Board
 - Self Assessment – each directorate has the opportunity in this section to raise any other performance issues that might not be directly represented within the directorate priorities and indicators.

2.3 These reports are designed to provide a high level overview of performance issues related to the City Priority and Council Business Plans only. Members will need to use this information and the discussion in their boards to identify what further reports and more detailed information they might require in order to fulfil their scrutiny role. Therefore, these reports are designed to be a starting point for the work of the board.

2.4 This report includes three appendices:

- Appendix 1a – Performance Reports for the Regeneration City Priorities.
- Appendix 1b – Environment and Neighbourhoods Directorate Priorities and Indicators relevant to the Board
- Appendix 1c – City Development Directorate Priorities and Indicators relevant to the Board

3 Main issues

Performance Overview

City Priority Plan (CPP)

3.1 There are 3 priorities in the Housing and Regeneration City Priority Plan and none are red, 1 is amber and 2 are green. The amber priority is:

- Improve housing conditions and energy efficiency.

3.2 Members will note that this is the same position as reported at Q2.

Council Business Plan

Directorate Priorities and Indicators

3.3 There are 9 Directorate Priorities which support the delivery of the Regeneration priorities drawn from Environment and Neighbourhoods and City Development directorates. Of these none are red, 4 are amber and 5 are green. These are supported by 6 performance indicators that can be reported at quarter three of these 1 indicators is rated as red (this is listed below), 1 is amber, 3 are green and one has not been given a traffic light. The red rated indicator is:

- Percentage of major planning applications completed on time (City Development)

Key performance issues for Regeneration Board

i) Housing Growth

3.4 Housing growth is an on-going issue for the city and although the performance against the 2011/12 targets is assessed as green and on track, unless these targets substantially rise over the next few years, we may not be able to meet the needs of our growing population as set out in the research paper, the Strategic Housing Market Assessment. The gap between current and required targets is greatest for affordable housing. This is not a problem unique to Leeds but reflects the state of the housing market and mortgage availability more generally.

- 3.5 Every effort is being made to maximise affordable housing delivery and identify ways of increasing supply. This includes working closely with the Homes & Communities Agency to capture as much investment for Leeds as possible and with Registered Providers to ensure delivery and that schemes are committed. This is in addition to working with developers to maximise good quality affordable housing through planning gain mechanisms, use of the council's land and assets and looking for opportunities to match Greenfield and brownfield sites. In the short to medium term there is a lot of land already identified for development either onsite with planning permission under negotiation or on allocated housing sites. There are a substantial number of schemes under negotiation in relation to the detail and some of these are dealt with beyond the 13 week period. In recent months there has been an increase of sites starting on the ground and which will deliver affordable housing.
- 3.6 Approaches to using resources in more creative ways to increase supply have also been developed, for example commuted sums, and the capacity of the private rented sector to meet demand is being considered. However, the targets set reflect what can be realistically delivered through all our identified mechanisms, which we are on target to achieve, however all opportunities to exceed these targets will be explored.
- 3.7 For the longer term the position will be addressed through the Core Strategy which was approved for publication by Executive Board on 10 February. The Core Strategy recognises a need to identify around 30% of the new housing to be built on "Protected Area of Search" (PAS) and greenbelt sites which is likely to meet significant public opposition. However, the timetable for the Site Allocations Development Plan Document should see this additional land identified well before it is needed. The introduction of neighbourhood planning is a further unknown in this area but which has the potential to feed into the site identification process. Members will note that the Housing and Regeneration Scrutiny Board perspective focuses on the housing related elements of the priority relating to the delivery of the Local Development Framework (LDF), as the LDF sets the policy context for the delivery of new and affordable housing that will meet the needs of our growing population. However, information relating to the progress of the LDF is also considered by the Sustainable Economy and Culture Scrutiny Board as the LDF has a broad role in guiding future planning decisions across all areas of the city's development.
- 3.8 The Council will continue to set realistic targets for housing growth against the background of the market and the availability of funding but Members need to be mindful of the potential longer-term risk that meeting these targets may not be sufficient to meet the growing housing needs of the city.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This report provides an update on performance information and, therefore, it is not a decision requiring public consultation, however, all performance information is provided to the public via the council's website.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 This report provides an information update only and, therefore, it is not a decision which requires due regard to be given to equality and diversity. However, due

regard for equality was given during the development of the City Priority Plan and Council Business Plan.

- 4.2.2 Members will note that these reports provide a high level update only in terms of equalities issues relating to the priorities. However, further analysis and more detailed information is available to underpin and support this high level assessment.

4.3 Council policies and City Priorities

- 4.3.1 This report provides an update on progress in delivering the council and city priorities in line with the council's performance management framework

4.4 Resources and value for money

- 4.4.1 There are no specific resource implications from this report; however, it includes a high level update of the Council's financial position as this is a cross council priority within the Business Plan.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 All performance information is publically available and will be published on the council and Leeds Initiative websites.

4.6 Risk Management

- 4.6.1 The Performance Reports include an update of the key risks and challenges for each of the priorities. This is supported by a comprehensive risk management process in the Council to monitor and manage key risks. CLT continue to review the corporate risk register alongside the performance information which ensures that the Council's most significant risks are effectively identified and managed.

5 Conclusions

- 5.1 This report provides an overall summary of the current performance issues relating to the priorities from our strategic plans which are relevant to the Board. These reports are not designed to cover everything but aim to provide an overview which the Board can use to inform their future work programme.

6 Recommendations

- 6.1 Members are requested to:
- Note the quarter three performance information and the issue raised of the housing growth of the city and consider if they are satisfied with the work underway to address this.
 - Identify any further reports or information that they may require to fulfil their scrutiny role in relation to the delivery of the outcomes for Housing and Regeneration.

7 Background documents¹

- City Priority Plan 2011-15
- Council Business Plan 2011-15
- Council and City Performance Management Framework (Draft)

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Meeting: Housing and Regeneration Board

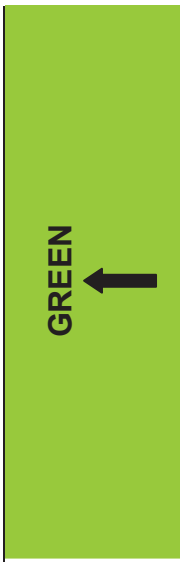
Population: All people in Leeds

Outcome: Local people benefit from regeneration investment

Priority: Maximise regeneration investment to increase housing choice and affordability within sustainable neighbourhoods.

Why and where is this a priority

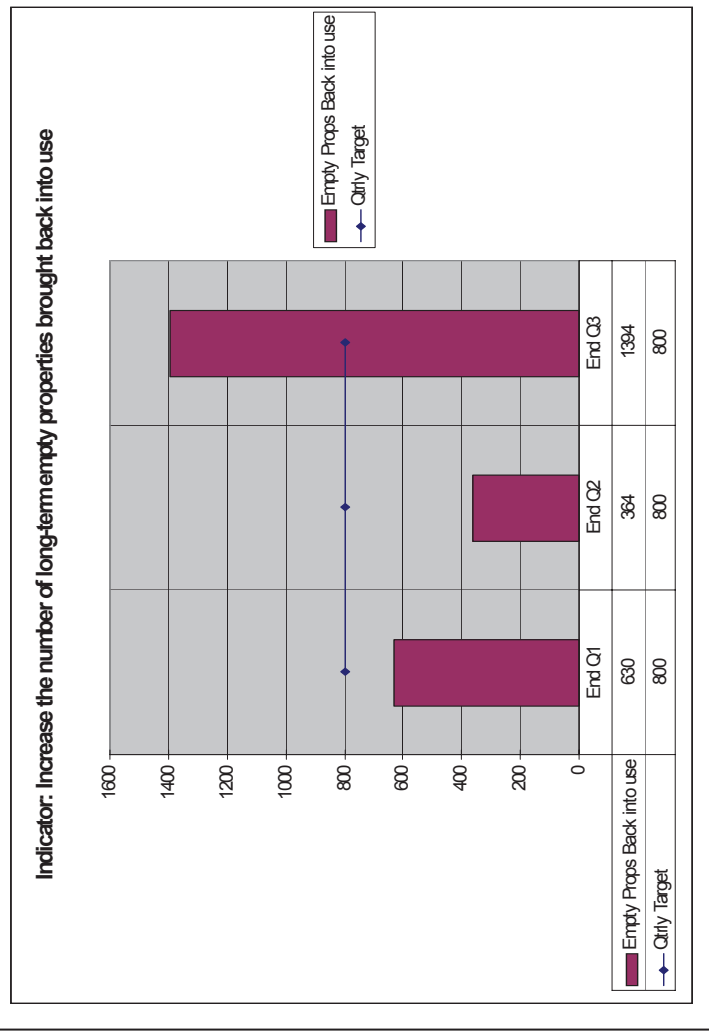
Leeds is a growing city. The current population of approx. 787,700 (as of mid-2009) is expected to increase to approximately 880,000 by 2018 and by 2033 to just over 1 million (ONS)¹. The implications of the projected rise in population brings to the forefront a continued requirement for housing growth, affordable housing and for improvements to existing public and private sector stock.



Story behind the baseline

- Leeds Strategic Housing Market Assessment (May 11) has established the City's housing requirements at 4,680 units. The challenge over the next 4 years is to ensure a steady rate of growth is achieved that will enable the city to move closer towards meeting its housing needs. Update on activities that impact on this priority are as follows:
- Central Government is seeking to **reform the planning system** through the recent consultations on the National Planning Policy Framework and through the Localism Bill. In this context, the Council continues to take forward priorities under the LDF: Core Strategy; Site Allocations Development Plan Document (SADPD); Natural Resources and Waste Development Plan Document (NRWDPD); Aire Valley Leeds Area Action Plan (AVLAAP); and Neighbourhood Plans.

Headline Indicators: Increase the number of new homes built per year. Increase the number of new affordable homes built each year. Increase the number of long-term empty properties brought back into use.



What do key stakeholders think

Yarn Street development has the support of local Members and continues to be supported by the Council as a priority as it lies in the Aire Valley Leeds. The development is in delivery phase and has been through consultations through the planning process.

¹ The University of Leeds estimate that the population of Leeds will be 828,650 by 2018 and 951,500 by 2033. The main factor behind the University's more conservative figures is the impact of migration which the University believes the ONS has over-estimated. As at June 2011, the Business Transformation Team have not yet agreed on whether the City Council will be using ONS or Leeds University's figures.

What we did (Qtr 3)

Priority: Provide a mix of housing tenure options and types that can meet the changing needs of individuals and communities in target areas.

- New Housing Developments:
- In Q3 429² new dwelling units were built (Gross Building within the Quarter (Non-Cumulative))
 - East Leeds prospectus on hold (awaiting determination of corporate approach)
 - Government approval secured to appoint preferred bidder for Little London & Beeston Hill & Holbeck Housing PFI project. Delay in progressing to financial close due to need to review funding solution
 - The Council is a supporting stakeholder for the Yarn Street development which is being delivered with the assistance of Kickstart 2 funding.
- New Affordable Housing Developments:
- Progress to date; 249 units in Q1 & Q2; Q3 – 101 predicted, against an annual target of 500.
 - HCA supported programme confirmed & not anticipating problems with any individual sites.
- Priority: Maximise use of public sector land and assets to deliver lasting and measurable economic, social and environmental improvements.**
- Outline planning permissions achieved on three sites in East Leeds (2 x Askets, 1 x Halton Moor), using HCA Public Land Initiative funding.
 - Dialogue on-going with Registered Providers (RPs), Planning & Ward Members to progress approved allocations in South Leeds under the new Affordable Housing Programme.
 - Acquisition of the Beckhill development site completed and demolition underway.
 - Discussions with prospective retailer underway for renewal of district centre in Little London.

Priority: Maximise the use of existing long term empty properties as a potential source of new housing provision across the city

- Empty Property Project will form part of the overall Housing Strategy for the city.
- 2388 long term empty private sector properties returned to occupation by the end of Q3. This represents 75% of the annual target as expected at the end of Q3.

Equality

Equality Focus: Ensure that Housing and Regeneration investment meets the changing needs of individuals and communities

Equality Analysis: Households headed by women with children, BME groups and those living in the social rented sector are more likely to live in overcrowded or substandard housing. There are also significantly higher numbers of BME people and people with disabilities who are unemployed.

Equality Action: 1 – Increase the number and quality of older people's housing - A comprehensive approach to housing provision and care for older people is being worked up across the Directorates of E & N and ASC - "Housing and Care Futures for Older People", encompassing solutions following the closure of a number of residential care homes and the identification of obsolete sheltered schemes. Progress will be reported to CLT in January and Executive Board in March. Update Housing and Regen board in June.
2 - Maximise employment and training opportunities aimed at targeted communities - Some specific schemes already being developed with RP's through the new HCA Affordable Housing Programme including Sanctuary Housing in Armley and Unity hoping to submit planning shortly in Chapel Allerton.

Risks and Challenges

- Risk that further delay to approval of Little London & Beeston Hill & Holbeck final business case could cause breach of LCC affordability threshold
- Risk that RPs may fail to progress development of sites in South Leeds as set out in the HCA contract.
- Difficulty in re-providing existing community centre in Little London, temporary unavailability of community centre services and facilities.
- East Leeds Development sites: PLI funding requires reasonable endeavours to assess 'deferred receipt' disposal approach, though limited risk of clawback if not pursued.

What worked locally /Case study of impact: Nothing to update

New Actions (Qtr 4)

Priority: Provide a mix of housing tenure options and types that can meet the changing needs of individuals and communities in target areas.

- New Housing Developments:
- Extension of soft market testing to determine corporate approach.
 - Finalisation of Little London & Beeston Hill & Holbeck Housing PFI contract documents and technical details for Financial Close.
 - Joint assessment with the developer and the Homes and Community Agency (HCA) on the need for future funding support for phase 3 of the Yarn Street project.
- New Affordable Housing Developments:
- Ongoing dialogue with Registered Providers (RPs) and Planning to commit individual schemes.
- Priority: Maximise use of public sector land and assets to deliver lasting and measurable economic, social and environmental improvements.**
- Further discussion with HCA in relation to East Leeds sites, to be informed by information from Bellway and/or prospectus.
 - Progress Beckhill Planning Brief (to be completed by April 2012)
 - Complete negotiations with retailer in relation to Little London district centre and dispose of land for retail development. Develop proposal for remainder of land within the community hub. Consultation on draft community hub plan.
- Priority: Maximise the use of existing long term empty properties as a potential source of new housing provision across the city**
- Work ongoing to deliver the actions within the Empty Property Action Plan.

Data Development

- Yarn Street - The developer will provide metrics and viability details to the HCA through their Investment Management System (IMS).

² The figures provided represent gross building figure (all sectors) and gross building (Registered Social Landlords). Gross building figures are calculated as sum of total new developments (gross) + total converted units (net) to be consistent with controlled totals published in the Annual Monitoring Report.

Meeting: Housing and Regeneration Board

Population: All people in Leeds

Outcome: The housing growth of the city is sustainable

Priority: Enable growth of the city whilst protecting the distinctive green character of the city.

Why and where is this a priority

Improving the public realm, linking local people to the employment opportunities created by new investment, and improving the vitality and vibrancy of the City's town and district centres is critical to ensure the long term sustainability of priority neighbourhoods and the City Centre.

GREEN



Story behind the baseline

- As part of the Council's place-making agenda, **physical improvement works** were undertaken to 17 town, district and village centres. This resulted in £17m worth of investment for affordable housing, public realm, DDA access and highway improvements. In addition, the council secured £2m from the Heritage Lottery Fund to develop a £4m fund to repair and restore the historic building fabric of some 60 commercial and residential properties in Chapeltown, north east Leeds and Armley, in west Leeds. Leeds has also been awarded further £1m by the HLF to repair and renovate a series of properties on Lower Kirkgate, Leeds' first street.
- Green Space improvements will continue to be undertaken during 2011/12 on various sites across Leeds using S106 funding, see below for further details.

Headline Indicator: Improve the percentage of people satisfied with the quality of the environment.

Baseline position for 2010/11 is yet to be confirmed.

What do key stakeholders think

So far 128 people have attended the formal Heritage Construction Training and practical demonstration events (inc. the Armley Fun Day), increasing awareness and improving construction knowledge and skills. The turnout for the training sessions was encouraging and positive feedback was received from attendees.

<p>What we did (Qtr 3)</p> <p>Priority: Support target neighbourhoods to retain and make better use of green space, including for such purposes as allotments, community gardens or leisure and sport.</p> <ul style="list-style-type: none"> All necessary funding sources for the Armley Moor Improvement Project have been confirmed with funds formally allocated and secured. S106 allocation granted in November 2011. Work is scheduled to start on site in March 2012. <p>Priority: Work with local residents and employers on schemes to enhance public realm and green space, including parks, in and around target neighbourhoods.</p> <ul style="list-style-type: none"> The New Wortley Community Garden phase 1 was finalised in March 2011 but the community have failed to adequately maintain it. Tenancy agreement still to be formally signed. A meeting will take place late January with community leaders about the necessary changes and the need for more proactive maintenance of the garden. The following public spaces in East Leeds have been improved: - <ul style="list-style-type: none"> Harehills Park - Big Lottery funded Gipton Square – Playbuilders funded although further investment needed from S106 for landscaping Oak Tree Drive – funded by S106 monies Feasibility for Burmantofts MUGA improvements underway. Killingbeck Fields and Halton Moor - Funding is in place from Access to Nature, Green Leeds and Area Committee Wellbeing. <p>Priority: Build on the opportunities for heritage led regeneration to renovate dilapidated properties, reuse vacant spaces and to develop training opportunities to improve jobs access and the management and maintenance of Leeds' substantial historic buildings portfolio.</p> <ul style="list-style-type: none"> The Council is in the process of assisting 14 businesses to improve or expend their properties in Armley and Chapeltown. All are planned to be completed (if not already completed) or at least be on site by the end of 2011/12. 	<p>New Actions (Qtr 4)</p> <p>Priority: Support target neighbourhoods to retain and make better use of green space, including for such purposes as allotments, community gardens or leisure and sport.</p> <ul style="list-style-type: none"> Maintain communication with Parks and Countryside and key stakeholders in relation to the Armley Moor Improvement project. <p>Priority: Work with local residents and employers on schemes to enhance public realm and green space, including parks, in and around target neighbourhoods.</p> <ul style="list-style-type: none"> Continue to work with the New Wortley Residents Association to ensure their community garden constitution is amended and conclude the formal process of leasing the land. Ensure community begin to more proactively maintain the garden. Agree revised s106 programme with P&C and ward members to reallocate unspent funds in East Leeds. <p>Data Development</p> <p>No data development requests have been identified</p> <p>Equality</p> <p>Equality Focus: None identified</p> <p>Equality Analysis: None identified</p> <p>Equality Action: None identified</p>
<p>What worked locally /Case study of impact</p> <p>Nothing to update.</p>	<p>Risks and Challenges</p> <ul style="list-style-type: none"> Armley Moor Improvement Project - Further increase in costs beyond that for which a contingency has been allowed once work commences on site and a lack of community buy-in or support for green gym from health agencies. Economy - The state of the economy and the particular financial stress faced in deprived areas is a challenge when aiming to build upon the opportunities for heritage led regeneration to renovate dilapidated properties, however, the additional of LEGI funding and step by step support from the Council is helping to overcome some issues.

Meeting: Housing and Regeneration Board

Population: All people in Leeds

Outcome: Houses of all tenancies are able to meet the needs of citizens of Leeds at different stages of their lives

Priority: Improve housing conditions and energy efficiency.

Why and where is this a priority

The most recent Private Stock Condition Survey (2007) found that a third of private sector housing in Leeds (or 81,800 units) was non-decent, with the main issue being thermal comfort. Ongoing investment into Council stock is critical in maintaining its function as a provider of decent, affordable housing for a large proportion of the City's growing population.

Overall Progress:
AMBER

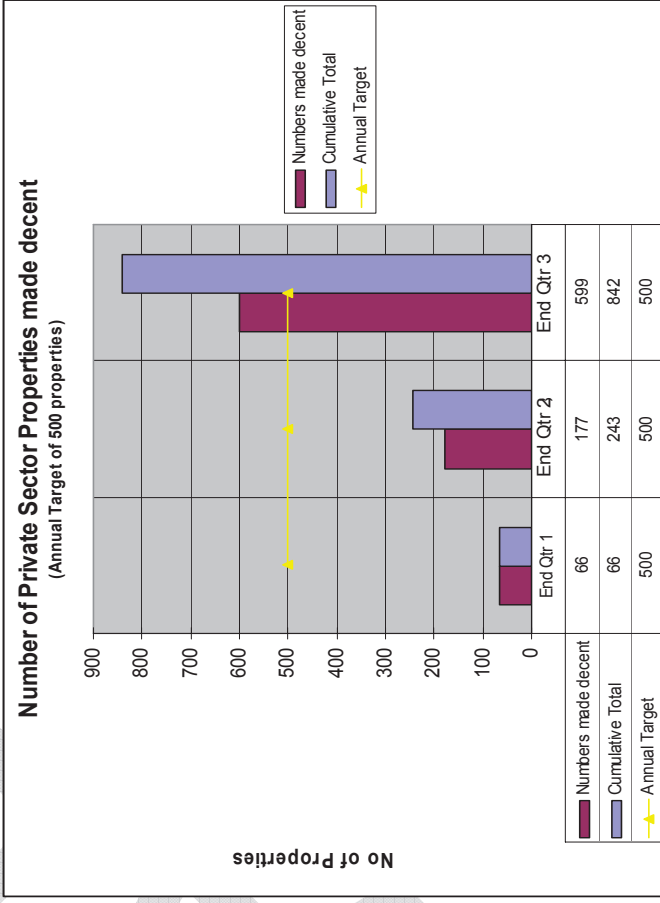


Story behind the baseline

- **Decency** across council stock has been maintained (slight increase from 96.4% at the end of Qtr2 to 96.76% at the end of Qtr 3).
- A total of 3,546 individuals have benefited from the removal of a hazard to their homes by the end of Q3 against an annual target of 4,500 individuals.
- A total of 842 private sector properties have been made decent by the end of Q3, exceeding the annual target of 500.
- Exec Board approved **Home Insulation Scheme** report in October 2012, procurement completed and Yorkshire Energy Services (YES) appointed to **deliver the Home Insulation Scheme (now known as Wrap Up Leeds)**.
- **Solar Panel Scheme** Report approved by Exec Board in mid-December, putting domestic solar Photo Voltaic(PV) schemes (both Private and Council) on hold until new Feed In Tariff (FIT) rates are finalised.
- Government approval secured to appoint preferred bidder for **Little London & Beeston Hill & Holbeck Housing PFI** project. Delay in progressing to financial close due to need to review funding solution
- New homes in East Leeds are currently being built to older part L building regulations standard (equivalent to **Code for Sustainable Homes level 3**) which meets the original target however, there is less scope for CSH level 4 to be achieved due to the HCA rolling back its expectations to CHS3 on viability grounds.

Headline Indicator: Increase the number of properties improved with energy efficiency measures.

Increase the number of properties which achieved the decency standard



What do key stakeholders think

Nothing to update

<p>What we did (Qtr 3)</p> <p>Priority: Deliver well-designed, visually-appealing and energy-efficient housing (new and existing stock) in target neighbourhoods</p> <ul style="list-style-type: none"> Government approval secured to appoint preferred bidder for Little London & Beeston Hill & Holbeck Housing PFI project. Delay in progressing to financial close due to need to review funding solution New homes currently underway in East Leeds are being built to older part L building regulations standards (equivalent to CSH 3) 1120 Private sector homes updated with energy efficiency measures, mainly through Warm Front Grant. <p>Priority: Maintain decent homes standard in Council housing</p> <ul style="list-style-type: none"> 96.76% of all Council Housing stock met decency standards at the end of Qtr3, an increase of 0.36%. 842 private sector properties have been made decent by the end of Q3, exceeding the annual target of 500. <p>Priority: Sustainable improvements to housing conditions within the private sector (pre-1919 stock (back-to-back's and through terraces) in target neighbourhoods</p> <ul style="list-style-type: none"> Leeds Landlord Accreditation Scheme has recently been outsourced to Residential Landlords Association (RLA) to deliver. This is a 5 year contract with breaks at year 1 & 3. 3546 individuals have benefited from the removal of a hazard to their homes by the end of Q3 against an annual target of 4,500. 486 properties received inspections to ensure compliance with HMO and selective licensing licence conditions by end Qtr3 against an annual target of 600. <p>Priority: Implement Leeds Home Insulation Programme (originally cited in the HW Plan: Priority Action 4b)</p> <ul style="list-style-type: none"> Exec Board report approved in October 2012. Yorkshire Energy Services (YES) appointed to deliver the Home Insulation Scheme (now known as Wrap Up Leeds). Completed the communications materials and application process in time for Wrap Up Leeds to go live on the 3rd January. <p>Priority: Implement Solar PV Schemes (public & private sector)</p> <ul style="list-style-type: none"> Solar Panel Scheme Report approved by Exec Board in mid-December, putting domestic solar Photo Voltaic (PV) schemes (both Private and Council) on hold until new Feed In Tariff (FIT) rates are finalised. <p>Priority: Green Deal</p> <ul style="list-style-type: none"> Coordinated development of LCR evidence base development for planned joint Green Deal initiative. 	<p>New Actions (Qtr 4)</p> <p>Priority: Deliver well-designed, visually-appealing and energy-efficient housing (new and existing stock) in target neighbourhoods</p> <ul style="list-style-type: none"> Finalisation of Little London & Beeston Hill & Holbeck Housing PFI contract documents and technical details for Financial Close. <p>Priority: Maintain decent homes standard in Council housing</p> <ul style="list-style-type: none"> HRA Business Plan to go to February 2012 Exec Board. <p>Priority: Implement Leeds Home Insulation Programme (originally cited in the HW Plan: Priority Action 4b)</p> <ul style="list-style-type: none"> Formal launch of Wrap Up Leeds on the 23rd January. Commence door-knocking for Wrap Up Leeds in early February. <p>Priority: Green Deal</p> <ul style="list-style-type: none"> Submit options appraisal for Green Deal to LCR decision making bodies in January. Complete LCR Green Deal business case by end March. Report progress to the Housing and Regeneration Board in June 2012. <p>Data Development:</p> <p>No data development requirements identified.</p> <p>Equality</p> <p>Equality Focus: Improve energy efficiency</p> <p>Equality Analysis: Many households containing people recovering from long term illness, disabled people and pensioners can not afford to heat their homes.</p> <p>Equality Action: In 2011 we invested in 11 solar PV systems in homes, in vulnerable people's homes and in disadvantaged areas. Between July and December, these have generated 8,838kWh, worth £3,964 to the Council, 10% higher than our predictions. Residents also receive free electricity, helping combat fuel poverty.</p> <p>What worked locally /Case study of impact</p> <p>Nothing to update</p>
<p>What we did (Qtr 3)</p> <p>Priority: Deliver well-designed, visually-appealing and energy-efficient housing (new and existing stock) in target neighbourhoods</p> <ul style="list-style-type: none"> Government approval secured to appoint preferred bidder for Little London & Beeston Hill & Holbeck Housing PFI project. Delay in progressing to financial close due to need to review funding solution New homes currently underway in East Leeds are being built to older part L building regulations standards (equivalent to CSH 3) 1120 Private sector homes updated with energy efficiency measures, mainly through Warm Front Grant. <p>Priority: Maintain decent homes standard in Council housing</p> <ul style="list-style-type: none"> 96.76% of all Council Housing stock met decency standards at the end of Qtr3, an increase of 0.36%. 842 private sector properties have been made decent by the end of Q3, exceeding the annual target of 500. <p>Priority: Sustainable improvements to housing conditions within the private sector (pre-1919 stock (back-to-back's and through terraces) in target neighbourhoods</p> <ul style="list-style-type: none"> Leeds Landlord Accreditation Scheme has recently been outsourced to Residential Landlords Association (RLA) to deliver. This is a 5 year contract with breaks at year 1 & 3. 3546 individuals have benefited from the removal of a hazard to their homes by the end of Q3 against an annual target of 4,500. 486 properties received inspections to ensure compliance with HMO and selective licensing licence conditions by end Qtr3 against an annual target of 600. <p>Priority: Implement Leeds Home Insulation Programme (originally cited in the HW Plan: Priority Action 4b)</p> <ul style="list-style-type: none"> Exec Board report approved in October 2012. Yorkshire Energy Services (YES) appointed to deliver the Home Insulation Scheme (now known as Wrap Up Leeds). Completed the communications materials and application process in time for Wrap Up Leeds to go live on the 3rd January. <p>Priority: Implement Solar PV Schemes (public & private sector)</p> <ul style="list-style-type: none"> Solar Panel Scheme Report approved by Exec Board in mid-December, putting domestic solar Photo Voltaic (PV) schemes (both Private and Council) on hold until new Feed In Tariff (FIT) rates are finalised. <p>Priority: Green Deal</p> <ul style="list-style-type: none"> Coordinated development of LCR evidence base development for planned joint Green Deal initiative. 	<p>Risks and Challenges</p> <p>Deliver well-designed, visually-appealing and energy-efficient housing (new and existing stock) in target neighbourhoods</p> <ul style="list-style-type: none"> Risk that further delay to approval of Little London & Beeston Hill & Holbeck final business case could cause breach of LCC affordability threshold There is now less scope for CSH 4 to be achieved in the properties at East Leeds prior to this becoming mandatory; HCA has rolled back its expectations to CSH3 on viability grounds. There are likely to be similar viability pressures for commercial developments. <p>Implement Solar PV Schemes (public & private sector)</p> <ul style="list-style-type: none"> Government reduction in FIT rates makes the solar PV scheme as planned unviable. This is complicated by a legal challenge currently progressing through the high courts

2011/12 Environment & Neighbourhoods Directorate Scorecard

Reporting Period : **Quarter 3 2011/12**

Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Q1	Q2	Q3	Q4
Deliver the Housing and Regeneration Board City Priority Plan, with a focus on delivering Affordable Housing and improving domestic energy efficiency	The third meeting of the Board is scheduled to take place in February. A revised Action Plan is in place focussing particularly on the first 12 months. Partnership approach to delivery is progressing well.	Amber	N/A	N/A	N/A	N/A	
Create the environment for effective partnership working	Robust governance arrangements and a schedule of meetings are in place for the Board.	Green	N/A	N/A	N/A	N/A	
Increase number of new affordable homes built	Amended figures for Q1 and Q2 show a combined total of 249. Less units have been delivered through the Firstbuy scheme than expected. Q3 provisional figure is 101 units. To reach the 500 target, a further 150 units are therefore required in quarter four, the majority of which are expected to be delivered via Government Initiatives and on schemes which received HCA funding under the 2008-11 programme and are due for completion in March 2012.	Green	Number of new affordable homes (Please note updated figures for Q1 & Q2)	133	116 (YTD 249)	101 Prov (YTD 350)	
Increase number of houses with improved energy efficiency (both public and privately owned housing)	Yorkshire Energy Services have been appointed to deliver the Home Insulation Scheme (Wrap Up Leeds) to 15,000 properties. It is anticipated that 1000 of these will have been delivered by year end. The Solar Panel Scheme has been put on hold (agreed at Exec Board mid Dec) until Feed In Tariff rates are confirmed. Leeds City Region have approved the collaborative development of a Green Deal business case by end April '12 and have employed a Green Deal Coordinator to assist with this. Area Renewal report 1120 private sector properties have benefitted from energy efficiency measures as a direct result of Council involvement, mainly through the WarmFront scheme.	Amber	Number of houses enhanced with energy efficiency measures (public and private)	0	0	1120	

For Information Only

Support people to improve skills and move into jobs	The number of apprenticeships starts this year compared to last year has increased by 93%. Actions to support increased business engagement include the completion of the Apprenticeship Training Agency feasibility study; Employment Leeds continues to engage with businesses, contractors and developers to promote and support the delivery of apprenticeships; the Apprenticeship competition was launched focused on the Arena and Trinity Leeds; and nominations were sought for the first Leeds Apprenticeship Awards. Currently in dialogue with NAS re data quality and availability to verify the impact of implemented strategies this year with employers. (Target 7.2%)	Green	Increase the number of employers offering apprenticeships	6.1% April 2011 Latest available	6.1% April 2011 Latest available	6.1% April 2011 Latest available	
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2011/12 City Development Directorate Scorecard

Reporting Period :

Quarter 3 2011/12

Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Q1	Q2	Q3	Q4	
Produce a new Local Development Framework that identifies targets for new housing and supports their delivery *	<p>Work is continuing across several workstreams concurrently in progressing development plan documents and other related documents through their various/statutory stages of preparation. In meeting this timetable, a number of key milestones have been achieved including the Examination in Public of the Natural Resources and Waste Development Plan Document and progression of the draft Core Strategy for adoption in February 2012.</p> <p>The processing of major planning applications has not met the target again this quarter, mainly because of the impact of the economic situation which has led to delays in applicants completing legal agreements (s106) causing planning applications to go 'out of time'. The Planning Service is continuing to work closely with developers including establishing early dialogue and confirming s106 expectations and timescales. A review of major application processes is underway with the objective of improving performance.</p>	↔	Increase percentage of major and minor planning applications that are completed on time	Majors* (Annual Target - 70%)	60.53%	56.76%	56.65%	
				Minors* (Annual Target - 75%)	78.95%	78.27%	76.01%	

* This priority is shared with the Housing and Regeneration Scrutiny Board

For Information Only

Improve the quality of Leeds' parks	<p>S106 developer contributions and the forthcoming Community Infrastructure Levy have been identified as important sources of capital investment for Parks against an identified investment need. Construction has commenced on improved facilities at Bramley Park, Burley Park and Queens Park in Pudsey. Work continues on the Middleton Park Lottery funded project and it is anticipated that the new visitor centre will be open in August 2012.</p> <p>A review of the Golf pricing policy has taken place with a new price band on season tickets for the age range 18-21 years which will encourage increased take up of the service for that age range. The general price increase has been limited to 5% (and a maximum of £15 per round on pay and play terms).</p> <p>In January 2012 a new pricing policy has been introduced at Lotherton Estate to provide a single price for entry rather than a separate fees for hall and parking. Discounts have been maintained for Leeds card with a new discount applied for all the over 60s not just Leeds card 60.</p>	↔	Increase percentage of parks and countryside sites assessed internally that meet the Green Flag criteria	Annually Reported at Q4			
Provide, manage and maintain a safe and efficient transport network for the city	<p>Early indications are that we are set to achieve targets in relation to both supporting measures. Work on funded schemes and planned maintenance continues to progress, and it is anticipated that the majority of schemes will be delivered on time. In quarter 3, the Department for Transport approved funding for the Leeds Inner Ring Road and railway stations at Kirkstall Forge and Apperley Bridge, but a decision on New Generation Transport has been deferred until May 2012. The Leeds Capital Funding for 2012/13 is set to be confirmed later this month but there is still uncertainty over funding for future years which needs resolving.</p>	↑	<p>Reduce percentage of non-main roads where maintenance may be needed (Annual Target - 7%)</p> <p>Reduce number of people killed or seriously injured on the roads (Based on a 5 year rolling average)* (Annual Target - 344)</p>	74	157	220	
<p>Deliver major projects and make sure these help to deliver the city's priorities;</p> <ul style="list-style-type: none"> - Arena; Eastgate; Trinity; City Park & South Bank; New Generation Transport; Flood Alleviation Scheme; Aire Valley; South Leeds; Leeds-Bradford corridor; Kirkgate Market 	<p>Major projects continue to progress well. Both the Arena and Trinity Leeds are still on-track to complete in spring 2013. The Aire Valley enterprise zone has been established and consultation commenced on a new local development order which will provide simplified planning regulations for businesses located in the zone. Funding has yet to be secured for FAS however, a report is due at CLT in Feb 2012. The South Bank Planning Statement has been adopted by Exec. Board and Kirkgate Market has received £200K to carry out essential maintenance with a further £400k planned in the coming months. In addition, the consultants report has been produced and is now helping to inform the future strategy of Kirkgate Market.</p>	↔	Increase the number of new jobs* (Annual Target - 943)	Annually Reported at Q4			

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Regeneration)

Date: 27th March 2012

Subject: Work Schedule

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. A draft work schedule is attached as appendix 1. The work schedule has been provisionally completed pending on going discussions with the Board. The work schedule will be subject to change throughout the municipal year.
2. Also attached as appendix 2 and 3 respectively are the latest minutes of Executive Board and the Council's current Forward Plan relating to this Board's portfolio.

Recommendations

4. Members are asked to:
 - a) Consider the draft work schedule and make amendments as appropriate.
 - b) Note the Executive Board minutes and Forward Plan

Background documents

5. None used

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Scrutiny Board (Regeneration) Work Schedule for 2011/2012 Municipal Year Appendix 1

	Schedule of meetings/visits during 2011/12		
Area of review	June	August	September
Green space – promotion, protection, management			Consider potential scope of review SB 28/06/11 @ 10am
Housing growth challenge both in terms of brownfield & Greenfield development, private and affordable	Consider potential scope of review SB 28/06/11 @ 10am	Agreed terms of reference for an Inquiry on Housing Growth Working Groups met 6 th and 13 th July, 11 th and 17 th August and 15 th September 2011	Consider draft final report and recommendations Housing Growth
Provision of Affordable Housing by Developers			Consider draft Terms of Reference on affordable Housing by developers
Board initiated piece of Scrutiny work (if applicable)			
Budget & Policy Framework	To consider any areas for scrutiny	To consider any areas for scrutiny	
Recommendation Tracking	None this session	Not this session	To consider progress in implementing Scrutiny Board recommendations following publication of its report on Kirkgate Market in May 2011
Performance Monitoring	None this session	None this session	None this session

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Scrutiny Board (Regeneration) Work Schedule for 2011/2012 Municipal Year Appendix 1

Area of review	Schedule of meetings/visits during 2011/12		
	October	November	December
Green space – promotion, protection, management	Town and Village Greens and Green Space Designations Initial Report		
Housing growth challenge both in terms of brownfield and Greenfield development, private and affordable	Final Report on Housing Growth approved by Board on 10 th October 2011		
Condition of private sector housing		First meeting held on 9 th November 2011 re Boards Inquiry on Affordable Housing and Private Developers	Inquiry on Affordable Housing and Private Developers Meeting of the Working Group 19 th December 2011
Board initiated piece of Scrutiny work (if applicable)	Leeds Bradford Airport Taxis access Town and Village Greens and Green Space designations Kirkgate Market	Breakdown of Costs re provision of a taxi rank on Whitehouse Lane Details on Vacant Stalls Kirkgate Market East Leeds Regeneration Board Commissioning of Reports 3/10	East Leeds Regeneration Board Invite Mr M Dean, Head of Leeds Initiative to talk on the remit of the new ELRB Taxi Rank Whitehouse Lane Details of advice and guidance re standard of road
Budget & Policy Framework Plans			
Recommendation Tracking		Report back on Depts response to Executive Board on Housing Growth inquiry	
Performance Monitoring	None	None	Quarter 2 performance report SB 19/12/11 @ 10 am

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Scrutiny Board (Regeneration) Work Schedule for 2011/2012 Municipal Year Appendix 1

Area of review	Schedule of meetings/visits during 2011/12		
	January 2012	February 2012	March 2012
Green space – promotion, protection, management	Report on process of dealing with applications for Town and Village Green Status	Report on case studies - process of dealing with applications for Town and Village Green Status	
Housing growth challenge both in terms of brownfield and Greenfield development, private and affordable			
Condition of private sector housing	Affordable Housing and private developers Inquiry Working Group meeting held on 16 th Jan 2012	Affordable Housing and private developers Inquiry Working Group to be confirmed as soon as report on Institutional Investment is made available	Affordable Housing and private developers Inquiry Working Group
Board initiated piece of Scrutiny work (if applicable)	Kirkgate Market report on affect vacant stalls have on service charge and estimated loss of income as a consequence of vacant stalls and Consultants Report on Future of the Market	Resubmit Jan report on Kirkgate Market lettings as time restraint prevented proper discussion of this item	
Budget & Policy Framework Plans	Budget Report		
Recommendation Tracking			
Performance Monitoring	None this session	None this session	Quarter 3 performance report SB 27/03/12 @ 10 am

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Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

Scrutiny Board (Regeneration) Work Schedule for 2011/2012 Municipal Year Appendix 1

Schedule of meetings/visits during 2011/12

Area of review	April 2012	May 2012
Green space – promotion, protection, management		
Housing growth challenge both in terms of brownfield and Greenfield development, private and affordable		
Condition of private sector housing	Final Report and Recommendations on completion of the Board's inquiry on affordable housing and private developers	
Board initiated piece of Scrutiny work (if applicable)		
Budget & Policy Framework Plans		
Recommendation Tracking		
Performance Monitoring	None this session	None this session

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Key: SB – Scrutiny Board (Safer and Stronger Communities) Meeting

WG – Working Group Meeting

EXECUTIVE BOARD

WEDNESDAY, 7TH MARCH, 2012

PRESENT: Councillor K Wakefield in the Chair

Councillors J Blake, A Carter, M Dobson,
R Finnigan, S Golton, P Gruen, R Lewis,
A Ogilvie and L Yeadon

205 Exempt Information - Possible Exclusion of the Press and Public

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

- (a) Appendix C to the report referred to in Minute No. 211 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the detailed heads of terms for the funding for Logic Leeds are included within the appendix. Therefore, this appendix is designated as exempt as it contains information which relates to Muse Developments Ltd. as a business, and its release would prejudice their commercial interests. As a result, withholding the information detailed within appendix C to the submitted report is considered to outweigh the public interest benefit of its release.
- (b) Both Appendix A and Plan 1 to the report referred to in Minute No. 214 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that risks are identified within the exempt appendix A to the submitted report, which relate to the financial or business affairs of the Council. Disclosure of those risks would be prejudicial to the interests of the Council. In addition, disclosure of the terms set out in appendix A would be prejudicial to the business interests of Hammerson, in so far as they are continuing to negotiate agreements with landowners and tenants. It is therefore considered that the public interest in treating this information as exempt outweighs the public interest in disclosing it.
- (c) Appendix B to the report referred to in Minute No. 217 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains commercially sensitive information on the Council's approach to procurement issues (including Project affordability position) and commercially sensitive information in relation to the Preferred Bidder. As such, the public benefit of withholding this information is considered greater than that of allowing public access to it.

Draft minutes to be approved at the meeting
to be held on Wednesday, 11th April, 2012

206 Late Items

There were no late items as such, however, it was noted that Executive Board Members had been provided with copies of the recently published Scrutiny Board (Children and Families) Inquiry Report entitled, 'External Placements 2012'. This had been circulated to Members prior to the meeting, by way of some background information to agenda item 20, Looked After Children Report (Minute No. 223 referred).

207 Declaration of Interests

Councillor Finnigan declared a personal interest in the agenda item entitled, 'Little London, Beeston Hill and Holbeck – Pre Financial Close Final Business Case and Section 27 Delegation Request', due to being a Director of Aire Valley Homes ALMO Board (Minute No. 217 referred).

Councillor Ogilvie declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Enterprise Zone Local Draft Order 1: Solar Panels', due to being a member of the Aire Valley Regeneration Board (Minute No. 212 referred).

Councillor R Lewis declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Enterprise Zone Local Draft Order 1: Solar Panels', due to being a member of the Aire Valley Regeneration Board (Minute No. 212 referred).

208 Minutes

RESOLVED – That the minutes of the meeting held on 10th February 2012 be approved as a correct record.

LEISURE

209 Apprenticeships in Parks and Countryside

The Director of City Development submitted a report highlighting proposals to develop an apprenticeship programme for the Parks and Countryside service. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board unanimously supported the proposals detailed within the submitted report, and having particularly welcomed the opportunities which were to be provided to Looked After Children as part of the initiative, Members received assurances in respect of how such opportunities would be facilitated.

RESOLVED – That the planned development of an apprenticeship scheme in Parks and Countryside be supported.

ADULT HEALTH AND SOCIAL CARE

210 Telecare Equipment for the Leeds Telecare Service 2012/2013

Further to Minute No. 240, 19th May 2010, the Director of Adult Social Services submitted a report which sought authority to release capital expenditure of £1,000,000 on the provision of Telecare equipment for the

Leeds Telecare Service from April 2012 to March 2013, in accordance with the Council's Financial Procedure Rules. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board unanimously supported the proposals detailed within the submitted report.

RESOLVED – That the further release of capital expenditure of £1,000,000 for the Leeds Telecare Service from April 2012 to March 2013 be authorised.

DEVELOPMENT AND THE ECONOMY

211 Enterprise Zone Update

Further to Minute No. 26, 22nd June 2011, the Director of City Development submitted a report providing an update on the Enterprise Zone in Aire Valley Leeds and presenting details for approval, on how the zone proposed to operate, whilst outlining the benefits which would be available to those companies locating to the zone. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members emphasised the importance of good infrastructure and transport links to and from the Enterprise Zone, received an update on the levels of interest by companies in locating to the zone and welcomed the proposed flood alleviation measures which were detailed within the report. In addition, the Chair highlighted the need for further work to be undertaken in respect of the possibility of upgrading the skills of residents within the locality, in order to ensure that opportunities were accessible to those residing in and around the zone, with further details being provided to the Board in due course.

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

RESOLVED –

- (a) That the establishment of the Enterprise Zone in the Aire Valley Leeds, with the benefits and support for companies and jobseekers identified within the submitted report, be approved.
- (b) That changes to the Business Rates discretionary relief scheme authorising the delegated officer to approve applications for the discount for businesses located within the enterprise zone, be approved.
- (c) That expenditure of £2,500,000 to support the delivery of the spine road to the Logic Leeds site, to be funded from business rates growth raised in the Enterprise Zone, be authorised. (This road will enable public transport links to East Leeds to be improved and enable local people easy access to the job opportunities created in the Enterprise Zone).

- (d) That the contract heads of terms, as detailed within exempt appendix C to the submitted report, as the basis upon which the funding will be provided to the developer of the Logic Leeds site, be approved, and that the necessary authority be delegated to the Director of City Development, in respect of the responsibility for finalising the terms of the funding agreement.
- (e) That further work be undertaken on the possibility of upgrading the skills of residents within the locality, in order to ensure that opportunities were accessible to those residing in and around the zone, with further details being provided to the Board in due course.

212 Aire Valley Leeds Enterprise Zone Draft Local Development Order 1: Solar Panels

Further to Minute No. 26, 22nd June 2011, the Director of City Development submitted a report presenting a draft of a Local Development Order (LDO) proposed to support the Aire Valley Enterprise Zone and Urban Eco Settlement concept by simplifying the planning process in the area. The proposed LDO specifically related to allowing the installation of solar panels on non-domestic buildings without the need to apply for planning permission. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the draft of the Aire Valley Leeds Enterprise Zone – Local Development Order 1: Solar Panels, as set out within appendix 1 to the submitted report, be approved, and that the Chief Planning Officer submit the draft LDO, together with the statement of reasons, to the Secretary of State.
- (b) That subject to the Secretary of State not making a direction under Section 61B(1) of the Town and Country Planning Act 1990 as amended, the Aire Valley Leeds Local Development Order (1): Solar Panels be adopted with effect from 1 April 2012.

(The matters referred to within this minute were not eligible for Call In, as any delay would seriously prejudice the Council's or the public interest. This is due to the fact that the Enterprise Zone will commence on 1st April 2012, therefore the timescales for preparing and consulting on LDOs have been very tight and a delay in referring the LDO to the Secretary of State would not allow it to be adopted in time for the start of the Enterprise Zone)

213 Camera Enforcement of Bus Lanes - Phase 2

The Director of City Development submitted a report seeking in principle approval to extend the camera enforcement of bus lanes initiative to the remaining bus lane sites across Leeds, in addition to allowing the introduction of cameras on new bus lane schemes. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members highlighted the need for the associated road signage to be correct and in line with all relevant regulations, discussed the extent to which there may be an element of discretion in respect of the enforcement, should there be mitigating circumstances and received clarification on the levels of taxi access to bus lanes.

A concern was raised regarding the timing of the proposed extension to the enforcement, given the current economic climate, and also that the initiative should not act as a deterrent to those visiting Leeds or negatively impact upon the city's economy.

RESOLVED –

- (a) That the successful introduction of the pilot bus lane enforcement scheme in the city centre, be noted.
- (b) That in principle approval be given to extend the camera enforcement of bus lanes to the remaining bus lane sites across Leeds, including the introduction of cameras on new bus lane schemes, based on individual site assessments and at nil cost to the Council.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he voted against the decisions referred to within this minute)

214 Eastgate Quarter - Amendment to Legal Documentation and Commercial Deal

Further to Minute No. 181, 9th March, 2011, the Director of City Development submitted a report seeking approval to revise the terms of the Eastgate Development Agreement with Hammerson, who have requested that the Development Agreement was reviewed and that the revised terms agreed, in order to facilitate the delivery of the project. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In introducing the report, the Executive Member for Development and the Economy referred to the correspondence which had been received from the Friends of Kirkgate Market and the Leeds Kirkgate Branch of the National Market Traders' Federation and acknowledged the points raised in respect of details within the report regarding consultation.

The Board reiterated its support for the Eastgate development project, and emphasised the extra retail offer, together with the significant employment and training opportunities which would be established as a result.

Following consideration of both Appendix A and Plan 1 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting, it was

RESOLVED -

- (a) That the contents of the submitted report, together with the current position of the project, be noted.
- (b) That the Heads of Terms, as set out within the submitted report for the variation of the Development Agreement, be approved.
- (c) That the Director of City Development and the City Solicitor be authorised to conclude all the documents required to amend the existing Development Agreement in accordance with the submitted report, and that the Director of City Development and the City Solicitor be authorised to agree any further alterations that might be required, in consultation with the Executive Member for Development and the Economy and in accordance with the appropriate schemes of delegation.

(The matters referred to within this minute were not eligible for Call In, as under the Council's Constitution, a decision may be declared as being exempt from Call In if it is considered that any delay in implementing the decision would seriously prejudice the Council's or the public interest. Any delay in completing the legal documentation as soon as practically possible may have an impact on the critical path of approvals which are being sought both from Hammerson and John Lewis Boards in March)

215 Request from Scrutiny Board (Regeneration) for a Late Submission to Defra on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments

- (A) A Request from Scrutiny Board (Regeneration) for a Late Submission to DEFRA on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments

The Head of Scrutiny and Member Development submitted a report outlining a request from Scrutiny Board (Regeneration) that Executive Board make a late submission to DEFRA based upon that which had been previously submitted by the Open Space Society, in respect of the consultation exercise undertaken by DEFRA on proposals to reform the process by which land was registered as Town and Village Greens and to introduce Local Green Space designations. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Councillor J Procter, as Chair of Scrutiny Board (Regeneration), attended the meeting in order to introduce the report on behalf of the Scrutiny Board and to highlight the Board's key findings.

On behalf of the Board, the Chair thanked the Scrutiny Board for the valuable work which the had undertaken on this matter.

Draft minutes to be approved at the meeting
to be held on Wednesday, 11th April, 2012

RESOLVED – That the contents of the submitted report and the request made by the Scrutiny Board to make a late submission to DEFRA, be noted.

(B) A Response to a Request from Scrutiny Board (Regeneration) for a Late Submission to DEFRA on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments

The Director of City Development submitted a report informing of the Council's response to consultation undertaken by DEFRA regarding the reforms to the registration of town and village greens, whilst highlighting the issues identified for the Council in relation to the registration and future management of land designated as a town and village green. In addition, the report sought approval to decline the request of the Scrutiny Board (Regeneration) for the Council to make a late submission to DEFRA, based on the previous submission made by the Open Space Society. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In responding to a suggestion regarding the possible designation of extra land within Leeds for public parks, via the Local Development Framework, it was requested that further work was undertaken on this matter.

The Board acknowledged and considered a view expressed during the discussion that a more robust submission should be made to DEFRA on behalf of the Council.

RESOLVED –

- (a) That the Council's response to consultation undertaken by DEFRA regarding the reforms to the registration of town and village greens be noted.
- (b) That the issues for the Council in relation to the registration and future management of land designated as a town and village greens be noted.
- (c) That the request of Scrutiny Board (Regeneration) for the Council to make a late submission to DEFRA based on the submission made by the Open Space Society, following its consultation on proposals to reform the process of registration of land as Town and Village Greens and to introduce local Green Space Developments, be declined.
- (d) That further work be undertaken into the possible designation of extra land within Leeds for public parks, via the Local Development Framework.

ENVIRONMENTAL SERVICES

216 Leeds Climate Action Coalition Deputation to Council Regarding the Impact of the Feed in Tariff Review on Jobs, Fuel Poverty and Carbon Reduction in Leeds

The Director of Environment and Neighbourhoods submitted a report responding to the deputation presented to Council on 18th January 2012 by Leeds Climate Action Coalition regarding the impact of the Feed In Tariff review upon jobs, fuel poverty and carbon reduction in Leeds. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the necessary responsibility be delegated to the Director of Environment and Neighbourhoods in order to oversee the formal response to Phase 2 of the Department of Energy and Climate Change's consultation on Feed-In Tariffs.
- (b) That Executive Board continue to co-ordinate the Council's low carbon programmes through the Environment Programme Board.
- (c) That the necessary authority be delegated to the Director of Environment and Neighbourhoods in order to engage with the PV market to seek competitive proposals from potential PV installers and to appoint the installer that can deliver best value, which is cost neutral or better, for the Council.

NEIGHBOURHOODS, HOUSING AND REGENERATION

217 Little London, Beeston Hill and Holbeck - Pre Financial Close Final Business Case and Section 27 Delegation Request

Further to Minute No. 55, 27th July 2011, the Director of Environment and Neighbourhoods submitted a report outlining the progress made in respect of the Little London, Beeston Hill and Holbeck PFI housing project and highlighting the outcomes which were being sought to contribute towards the regeneration of three inner areas of the city. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering the report, Members welcomed the progress which had been achieved and acknowledged the efforts which had been made by all relevant parties to get the project to its current, advanced position. In addition, Members highlighted the significant number of training and employment opportunities which would be established for the localities and beyond, as a result of the project and emphasised the mixed tenure of housing provision that the project looked to establish in the three communities.

Responding to a Member's enquiries, officers provided the Board with details regarding the background to the combination of the Little London and the Beeston Hill and Holbeck PFI schemes.

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

RESOLVED -

- (a) That the progress made in respect of the project, and the intention to let the contract by the end of March 2012 in order to allow a start on site by July 2012, be noted.
- (b) That the actions required to be taken to secure all required approvals and to seek final authorisation to let the contract be noted, and in particular, the action taken by the Director of Environment and Neighbourhoods to seek revised section 27 Housing Act 1985 consents in support of the Project, be noted and endorsed.
- (c) That the financial implications and affordability position, as outlined within exempt Appendix B to the submitted report, be noted.

218 Reducing Reported Domestic Burglary in Leeds - Update

The Director of Environment and Neighbourhoods submitted a report presenting a position statement on the delivery of the city's multi-agency Burglary Reduction Programme, which commenced in September 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the successes which had been achieved by the programme to date in addressing the city's domestic burglary problem.

RESOLVED -

- (a) That the success of the programme to date, in addressing the city's domestic burglary problem, be noted.
- (b) That on-going support be provided to promote and help sustain the multi-agency approach which has been adopted across the city.
- (c) That an on-going commitment be provided to the targeting of activity in strategic areas of concern for 2012/2013.
- (d) That a further report be submitted in Autumn 2012 which provides an update on the progress made and which outlines the forward strategy for the Burglary Reduction Programme.

219 Report on Leeds Anti-Social Behaviour Team

The Director of Environment and Neighbourhoods submitted a report providing an update on the work and progress made by Leeds Anti-Social Behaviour Team (LASBT) since its implementation in April 2011 and highlighting how the collective response to Anti-Social Behaviour across Leeds had improved during 2011/2012. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering this item, a request was made that the relevant Scrutiny Board not only considered the development of the noise service, but that the Scrutiny Board also considered those aspects within the submitted report relating to Anti-Social Behaviour.

RESOLVED -

- (a) That the impact of the new Leeds Anti Social Behaviour Team since implementation be noted.
- (b) That the transfer of the domestic noise service to Safer Leeds be noted.
- (c) That a request be made to the relevant Scrutiny Board to examine in the new Municipal Year the development of the noise service, together with those aspects within the submitted report regarding Anti-Social Behaviour.

RESOURCES AND CORPORATE FUNCTIONS

220 Financial Health Monitoring 2011/2012 - Month 10

The Director of Resources submitted a report setting out the Council's projected financial health position after 10 months of the financial year. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the positive trend which had been achieved to date, however, the significant impact of the Health Service contribution upon the Council's current financial position was highlighted.

RESOLVED –

- (a) That the projected financial position of the authority after ten months of the financial year be noted.
- (b) That the next Financial Health Monitoring report be submitted to the May 2012 Executive Board meeting, which will be a draft outturn for the financial year, and that for the 2012/13 Municipal Year, monitoring reports continue to be submitted to each Executive Board meeting.

221 Reports regarding Developments in respect of Community Involvement in Local Authority Assets and Service Provision

(A) Assets of Community Value - Legislation and Implications

The Director of City Development submitted a report detailing the provisions to deal with Assets of Community Value in the Localism Act and setting out the resultant requirements and the potential implications for the Council. In addition, the report sought approval to publish the proposed 'List of Assets of Community Value' and also to delegate authority to the Director of City Development to authorise inclusion of community nominations in the list of assets of community value which satisfied the criteria, as set out within the Act and those

which would fall into the list of land nominated by unsuccessful community nominations. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering both the reports referred to in Minute Nos. 221(A) and 221(B) at the same time, Members emphasised the need to ensure that the process by which communities could acquire assets of community value and the community asset transfer procedure were not too bureaucratic, in order to maximise community accessibility to them. In addition, Members highlighted that there should be an equality of access to, and support with such processes across all communities throughout Leeds. Responding to the comments made, the Chief Executive provided reassurance that an enabling and 'can do' approach would be taken by the Council in assisting communities, which would be accompanied by independent advice from organisations such as Leeds Ahead. In addition, it was noted that any successful expressions of interest would need to be able to prove that they were financially viable.

Members highlighted the limited nature of the 6 month window of opportunity that community groups would have to submit their case to acquire assets and facilities of community value and emphasised the need for an element of flexibility on such timescales.

With regard to community asset transfers, Members discussed whether such assets should be transferred on a leasehold or freehold basis, and noted that further consideration could be given to this matter.

In conclusion, officers noted the comments which had been made and highlighted that in respect of the community asset transfer procedure the points made would be taken into consideration as part of the consultation process on the draft policy submitted to the Board. However, it was emphasised that the processes relating to the acquisition of assets of community value had been established by central Government.

RESOLVED -

- (a) That it be noted that the Localism Act 2011 dealing with Assets of Community Value is expected to come fully into force later this year, once all the Regulations have been made by the Secretary of State, which will have implications for the Council.
- (b) That approval be given to the publication of the proposed field list attached at Appendix 1 to the submitted report, for the published 'List of Assets of Community Value' and also the list of land nominated by unsuccessful community nominations.
- (c) That authority be delegated to the Director of City Development, in consultation with the Executive Member for Development and the Economy, to authorise the inclusion of community

nominations which satisfy the criteria set out within the Act, in the 'list of assets of community value' and those which would fall into the 'list of land nominated by unsuccessful community nominations'.

(B) Community Asset Transfer

The Director of City Development submitted a report setting out the background to community asset transfer, outlining the context in terms of Government policy, highlighting the benefits of community asset transfer, the Council's experience to date, together with any lessons learned. In addition, the report also presented a draft policy and assessment framework for consideration in respect of any future community asset transfers. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board considered both the reports referred to in Minute Nos. 221(A) and 221(B) at the same time, therefore the details of the overarching discussion on both reports are detailed within Minute No. 221(A).

RESOLVED – That, subject to the comments which had been made during the discussion, the proposed draft policy and framework documents appended to the submitted report be agreed for use in assessing community asset transfers. The draft will be subject to a two month consultation period from 1st April 2012 to 31st May 2012, with a final version being submitted to Executive Board in July 2012.

(C) Community Right to Challenge

The Director of Resources submitted a report providing a summary of the requirements arising from the 'Community Right to Challenge' provisions of the Localism Act 2011, and providing an opportunity to debate and determine the way that the Council implements the associated legislation. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED - That the contents of the submitted report be noted and supported, and it be agreed that a further report be submitted to the Board, detailing the regulations, once they are published.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within Minute Nos. 221(A) and 221(B))

222 Local Authority Mortgage Scheme

The Director of Resources and the Director of Environment and Neighbourhoods submitted a joint report outlining the development of a new product, namely the Local Authority Mortgage Scheme, and its applicability to Leeds. In addition, the report sought approval to establish the scheme in order to support the housing market in Leeds. In determining this matter, the

Board took into consideration all matters contained within the accompanying report.

Members welcomed the proposals which had been made, emphasised the positive and wider impact that every transaction would have on the housing market and underlined that the scheme aimed to help re-balance the market in Leeds.

Responding to a concern raised regarding the 95% levels of mortgage which had been proposed to be offered as part of the scheme, Members were reassured that the initiative was not to encourage reckless lending, but to make loans available to those first time buyers who had been subject to a rigorous financial checking procedure.

In response to an enquiry raised, it was confirmed that it was intended for the scheme to be available across the whole of the Leeds area.

In conclusion, the Chair welcomed the support for the initiative which had been given and requested that a further report was submitted to the Board in due course, providing a review of the scheme and inviting consideration of whether the initiative should continue in the future.

RESOLVED -

- (a) That the establishment of a Local Authority Mortgage Scheme for Leeds, to be available within the Leeds Metropolitan District area, be approved.
- (b) That approval be given to £2,000,000 funded from revenue reserves, being placed with a lender as the maximum limit for the total indemnity to be offered under the scheme.
- (c) That approval be given to a maximum loan value under the scheme of £152,000.
- (d) That the approval of detailed matters relating to the scheme be delegated to the Director of Resources.
- (e) That a further report be submitted to the Board in due course, providing a review of the scheme and inviting consideration of whether the initiative should continue in the future.

CHILDREN'S SERVICES

223 Looked After Children (LAC) Report

The Director of Children's Services submitted a report providing an update on the number of looked after children in the city and advising of the key outcomes for children, for whom Members act as a corporate parent. In addition, the report detailed the key initiatives that were being taken forward to reduce the number of looked after children and to ensure that those children looked after by the City of Leeds were in receipt of high quality care.

Draft minutes to be approved at the meeting
to be held on Wednesday, 11th April, 2012

Copies of the recently published Scrutiny Board (Children and Families) Inquiry Report entitled, 'External Placements 2012' had been circulated to Board Members prior to the meeting, by way of some background information.

Members highlighted the need to ensure that more placements were undertaken by in-house carers and less by the Independent Fostering Agency and welcomed the related review which had been undertaken by the Scrutiny Board (Children and Families). In addition, Members emphasised the need to ensure that the communications process with such foster carers was clear and effective. In response to the comments made, the Executive Member for Children's Services paid tribute to and thanked the Scrutiny Board for all of the work it had undertaken in the past year, which had been very constructive and helpful. The suggestions made regarding the recruitment of in-house foster carers were acknowledged, however it was emphasised that the such recruitment was complex and did not solely relate to financial incentives.

In conclusion, the Executive Member for Children's Services reassured the Board that Children's Services would not be complacent in respect of its efforts to continue to improve the levels of service provided to young people.

RESOLVED -

- (a) That the progress made by Children's Services in stabilising numbers of looked after children be noted.
- (b) That the strategy and key actions being taken by Children's Services and partners to 'Turn the Curve' on the number of looked after children in Leeds be endorsed.

224 Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs

Further to Minute No 107, 12th October 2011, the Director of Children's Services submitted a report outlining the reasons behind the increase in costs in relation to both the Carr Manor and Roundhay projects, identifying the additional funding, and seeking approval to the increased expenditure on both projects in order to deliver 90 pupil places in 2012.

Responding to Members' comments and concerns, assurances were received that a more co-ordinated approach would be taken between directorates when delivering such developments in the future. It was acknowledged that this matter was not subject to Call In, due to the need to ensure that the accommodation was in place for September 2012, however, it was requested that this matter was referred to the relevant Scrutiny Board, so that the related processes could be reviewed.

In conclusion, the Chair acknowledged the request for the matter to be referred to Scrutiny and in addition, also requested that a report was submitted to a future meeting of Executive Board in order to provide details of the lessons which had been learned as a result of this issue and any changes to procedure which had been implemented.

RESOLVED -

- (a) That £655,000 of secured grant funding be transferred from scheme 14185/000/000 and that additional expenditure of £655,000 in respect of the Carr Manor project be authorised in order to allow the scheme to progress to a formal order to the supplier and to allow 30 places to be delivered for 2012.
- (b) That £2,775,000 of secured grant funding be transferred from schemes 14185/000/000 and 16404/000/000 and that additional expenditure of £2,775,000 in respect of the Roundhay project be authorised, in order to allow the scheme to progress to a formal order to the supplier and to allow 60 places to be delivered for 2012.
- (c) That the processes relating to this specific case be referred to the relevant Scrutiny Board for review.
- (d) That a further report be submitted to a future meeting of Executive Board in order provide details of the lessons which have been learned as a result of this issue and any changes to procedure which have been implemented.

(The matters referred to within this minute were not eligible for Call In, due to the urgency with which the formal order must be placed if the accommodation is to be delivered for 2012)

225 Impact of Tuition Fee Rises for Leeds

Further to Minute No. 155, 5th January 2011, the Director of Children's Services and the City Development submitted a joint report advising of the potential impacts of tuition fee rises and the wider changes to higher education for Leeds.

The Executive Member for Children's Services noted that related correspondence had been received from Leeds Student Unions on this matter.

The Board emphasised the vital contribution that students made to the city and considered the universities' role within local communities. Regarding the impact of tuition fee rises would have upon Leeds, Members acknowledged that it was too early to draw any conclusions and it was therefore requested that a further report was submitted to the Board in due course, both on this matter and also in relation to the closer involvement that universities could have upon local communities.

RESOLVED -

- (a) Comment on the content of the attached report.
- (b) That a further piece of work be commissioned in order to assess the economic impact of tuition fee rises and the wider changes to higher education being implemented post 2012, to be undertaken in 12

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to be held on Wednesday, 11th April, 2012

months time, with a report being submitted to Executive Board, which also provides further details regarding the involvement of the universities within local communities.

DATE OF PUBLICATION: 9TH MARCH 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 16TH MARCH 2012 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 19th March 2012)



**FORWARD PLAN OF KEY DECISIONS
Scrutiny Board (Regeneration)**

1 March 2012 – 30 June 2012

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 March 2012 – 30 June 2012. The Plan is updated monthly and is available to the public 14 days before the beginning of each month.

What is a Key Decision?

A Key decision, as defined in the Council's Constitution is an executive decision which is likely to:

- result in the Authority incurring expenditure or making savings over £250,000 per annum, or
- have a significant effect on communities living or working in an area comprising 2 or more wards

What does the Forward Plan tell me?

The Plan gives information about:

what key decisions are coming forward in the next four months
when those key decisions are likely to be made
who will make those decisions
what consultation will be undertaken
who you can make representations to

Who takes key decisions?

Under the Authority's Constitution, key decisions are taken by the Executive Board or Officers acting under delegated powers.

Who can I contact?

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item. In addition, the last page of the Forward Plan gives a complete list of all Executive Board members.

How do I make contact?

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact, please ring Leeds City Council and staff there will be able to assist you:

Leeds City Council - Telephone: 0113 2474357

How do I get copies of agenda papers?

The agenda papers for Executive Board meetings are available five working days before the meeting from:

Governance Services, Civic Hall, Portland Crescent, Leeds, LS1 1UR

Telephone: 0113 2474350

Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

On occasions, the papers you request may contain exempt or confidential information. If this is the case, it will be explained why it will not be possible to make copies available.

Where can I see a copy of the Forward Plan?

The Plan can be found on the Leeds City Council Website www.leeds.gov.uk. The Plan is regularly updated and for legal reasons is formally published on a monthly basis on the following dates:

2011/12

16 th June 2011	17 th December 2011
15 th July 2011	17 th January 2012
17 th August 2011	15 th February 2012
16 th September 2011	16 th March 2012
17 th October 2011	16 th April 2012
16 th November 2011	

About this publication

For enquiries about the Forward Plan of Key Decisions please:

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We will then make arrangements for an interpreter to contact you. We can assist with any language and there is no charge for interpretation.

(Bengali):-

যদি আপনি ইংরেজীতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে 0113 2243462 এই নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

(Chinese):-

凡不懂英語又須協助解釋這份資料者，請致電 0113 22 43462 並說明本身所需語言的名稱。當我們聯絡傳譯員時，請勿掛斷電話。

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की जरूरत है, तो कृपया 0113 224 3462 पर फोन करें और अपनी भाषा का नाम बताएँ। तब हम आपको होल्ड पर रखेंगे (आपको फोन पर कुछ देर के लिए इंतज़ार करना होगा) और उस दौरान हम किसी इंटरप्रिटर (दुभाषिए) से संपर्क करेंगे।

(Punjabi):-

ਅਗਰ ਤੁਸੀਂ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਹ ਲੇਖ ਪੱਤਰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਕਿਰਪਾ ਕਰ ਕੇ 0113 22 43462 'ਤੇ ਟੈਲੀਫ਼ੋਨ ਕਰੋ ਅਤੇ ਅਪਣੀ ਭਾਸ਼ਾ ਦਾ ਨਾਮ ਦੱਸੋ। ਅਸੀਂ ਤੁਹਾਨੂੰ ਟੈਲੀਫ਼ੋਨ 'ਤੇ ਹੀ ਰਹਿਣ ਲਈ ਕਹਾਂ ਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਾਵਾਂ ਗੇ।

(Urdu):-

اگر آپ انگریزی نہیں بولتے ہیں اور آپ کو یہ دستاویز سمجھنے کیلئے مدد کی ضرورت ہے تو براہ مہربانی اس نمبر 0113 22 43462 پر فون کریں اور ہمیں اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ کو لائن پر ہی انتظار کرنے کیلئے کہیں گے اور خود ترجمان (انٹرپرائز) سے رابطہ کریں گے۔

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 March 2012 to 30 June 2012

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
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Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Proposal to allow hackney carriages (taxis) to use bus lanes</p> <p>1) Authorise development and preparation of proposals to allow the use of all city bus lanes by hackney carriages (taxis).2) Request the City Solicitor to advertise Traffic Regulation Orders for the change of use of bus lanes and, if no valid objections are received, to make, seal and implement the Order(s) as advertised. 3) Progress the detailed design and specification of signing and lining changes required to support the Traffic Regulation Orders.</p>	Chief Officer (Highways and Transportation)	1/3/12	Highways Board circulation, Stakeholder and Statutory consultation associated with TRO's	Report to the Chief Officer Highways and Transportation	Councillor Barry Anderson andrew.hall@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Design and Cost Report - 2012/13 Highway Structures Capital Programme. Capital Scheme Number: 99508 Authority for the design and implementation of a programme of Highway Structures Capital Maintenance works comprising maintenance. Assessment and strengthening works for 2012/13	Chief Officer (Highways and Transportation)	1/3/12	Internal. Members	Design and cost report	carolyn.walton@leeds.gov.uk
Highway Structures Capital Maintenance 2012/13 Authority for the design and implementation of an additional £500,000 of Highway Structures Capital Maintenance and Strengthening works for the 2011/12 financial year, funded from the Integrated Transport Scheme No. 99609 within the approved Capital Programme	Chief Officer (Highways and Transportation)	1/3/12	: Internal, members	Design and Cost Report	carolyn.walters@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Highway Maintenance Capital Programme 2012-13 To approve the Highway Maintenance Capital Programme 2012-13	Chief Officer (Highways and Transportation)	1/3/12	Councillors will be informed of work to be done in their ward on this programme	Report to Chief Officer Highways and Transportation	andrew.bellamy@leeds.gov.uk
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	1/3/12	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	Director of City Development phil.ward@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Headingley Hill, Hyde Park and Woodhouse Moor Conservation Area To approve the Headingley Hill, Hyde Park and Woodhouse Moor Conservation Area and Management Plan as non-statutory planning guidance	Chief Planning Officer	1/3/12	Ongoing consultation with local community, Ward Members and other bodies	DDN Report	philip.ward@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Annual Pedestrian Crossing Review 2012 Chief Officer of Highways and Transportation to approve the proposals made in the report as the basis for the 2012/13 programme for introducing new pedestrian crossings	Director of City Development	1/3/12	Local members are advised of the progress made with their requests by the Traffic Section and notified of the final outcome of the review. Once approved each individual scheme is then taken forward for a separate delegated decision for detailed design and construction – this includes consultations with ward members and affected frontages	Design and Cost Report - Annual Pedestrian Crossing Review 2012	kasia.speakman@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Householder Design Guide To approve the Householder Design as a Supplementary Planning Document to be used as material consideration in determining applications	Chief Planning Officer	1/3/12	The draft Householder Design Guide has been subject to a consultation exercise in line with the adopted Statement of Community Involvement	Report and Householder Design Guide	Mark Jefford jessica.thomas@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Aire Valley Leeds Enterprise Zone</p> <ul style="list-style-type: none"> Executive Board note and agree to: the proposals to establish an enterprise zone in Aire Valley Leeds and the governance arrangements regarding its operation. the use of Local Development Orders and that officers start the appropriate consultation process with a view to the secretary of state making a final approval of the orders in January/February 2012. an injection of fully funded capital resources and authority to spend for the funding and for legal documents to be completed for the installation of a main spine link road. 	<p>Executive Board (Portfolio: Development and the Economy)</p>	<p>7/3/12</p>	<p>City Development and LEP, Plans Panel Members, Ward Members, local communities and stakeholders</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>peter.anderson-beck@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Community Asset Transfer To consider and agree the proposed draft policy and framework for use in assessing community asset transfers	Executive Board (Portfolio: Development and the Economy)	7/3/12	During the drafting of this policy consultation has taken place with service areas dealing with economic development, community regeneration and property. Following Executive Board consultation will take place with ward members, area leaders and the community sector in Leeds, especially with their support organisations such as Voluntary Action Leeds and Locality. The draft will be subject to two month consultation period from 1 April to 31 May 2012	The report to be issued to the decision maker with the agenda for the meeting	Neil Charlesworth neil.charlesworth@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Assets of Community Value - Legislation and Implications</p> <ul style="list-style-type: none"> to note that Assets of Community Value Legislation (April 2012) will have implications for the Council and give approval to the publishing of the proposed field list as the published 'List of Assets of Community Value'; delegate authority to the Director of City Development to authorise inclusion of community nominations in the list of assets of community value 	Executive Board (Portfolio: Development and the Economy)	7/3/12	<ul style="list-style-type: none"> CLG consulted widely on Assets of Community Value at the national level. A response was submitted by Asset Management on behalf of the Council. 	The report to be issued to the decision maker with the agenda for the meeting	Neil Charlesworth neil.charlesworth@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Camera Enforcement of Bus Lanes (BLE)-Phase 2, Leeds City Wide Approval Agree to roll out the BLE to all remaining Bus Lanes and gates in Leeds. Allow the inclusion of cameras for enforcement as part on new bus lane and bus gate schemes.	Executive Board (Portfolio: Development and the Economy)	7/3/12	Consultations were carried out as part of the BLE Phase 1 pilot. Press releases will be issued to notify motorists of the expansion of the system.	The report to be issued to the decision maker with the agenda for the meeting	gary.bartlett@leeds.gov.uk
Eastgate Development Agreement between Leeds City Council and Hammerson PLC Notification of potential scheme variation with associated changes to existing legal documentation. Agreement to delegate authority to vary documents accordingly.	Executive Board (Portfolio: Development and the Economy)	7/3/12	Executive Member for Development and the Economy	The report to be issued to the decision maker with the agenda for the meeting	rowena.hall@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Construction Skills Commissioning Key Decision – Executive Board	Director of Environment and Neighbourhoods	1/4/12	Jobcentre Plus, Members, existing/potential providers	The report to be issued to the decision maker with the agenda for the meeting	jane.hopkins@leeds.gov.uk
Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval Required	Executive Board (Portfolio :Development and the Economy)	16/5/12	Equality Impact Assessment	The report to be issued to the decision maker with the agenda for the meeting	colin.mawhinney@leeds.gov.uk

NOTES

Key decisions are those executive decisions:

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

Executive Board Portfolios

Executive Member

Resources and Corporate Functions	Councillor Keith Wakefield
Development and the Economy	Councillor Richard Lewis
Environmental Services	Councillor Mark Dobson
Neighbourhoods Housing and Regeneration	Councillor Peter Gruen
Children's Services	Councillor Judith Blake
Leisure	Councillor Adam Ogilvie
Adult Health and Social Care	Councillor Lucinda Yeadon
Leader of the Conservative Group	Councillor Andrew Carter
Leader of the Liberal Democrat Group	Councillor Stewart Golton
Leader of the Morley Borough Indep	Councillor Robert Finnigan

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

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Budget	Council	22 nd February 2012	Via Executive Board, Scrutiny Board (Resources and Council Services), relevant stakeholders	Report to be issued to the decision maker with the agenda for the meeting covering the following reports a) Revenue Budget b) Council Tax c) Capital Programme d) Treasury Management	Director of Resources
Vision for Leeds	Council	To be confirmed	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Planning, Policy and Improvement)
Children & Young People's Plan (includes Children and Families City Priority Plan and Youth Justice Plan)	Council	July 2013	Via Executive Board, Scrutiny Board (Children and Families), Leeds Initiative Board, Children's Trust Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
Council Business Plan	Council	July 2013	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Development Plan documents	Council		Via Executive Board, Scrutiny Board (Regeneration)	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, Scrutiny Board (Regeneration)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Licensing Authority Policy Statement (Gambling Policy)	Council	November 2012	Via Executive Board, Scrutiny Board (Resources and Council Services), Licensing Committee, stakeholders, general public, Ward Members, current licensees	Report to be issued to the decision maker with the agenda for the meeting, including the new policy, consultation report and relevant sections from the Gambling Act 2005.	Director of Resources
Insertion of Large Casino Section	Council	18 th January 2012			
Health and Wellbeing City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Health & Wellbeing and Adult Social Care), Leeds Initiative Board, Health and Wellbeing Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Care

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Safer and Stronger Communities Plan (includes Safer and Stronger Communities City Priority Plan)	Council	July 2013	Via Executive Board, Scrutiny Board (Safer and Stronger Communities), Leeds Initiative Board, Safer and Stronger Communities Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Sustainable Economy and Culture City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Sustainable Economy and Culture), Leeds Initiative Board, sustainable Economy and Culture Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Housing and Regeneration City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Regeneration), Leeds Initiative Board, Housing and Regeneration Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Local Flood Risk Management Strategy	Council		Via Executive Board, Scrutiny Board (Sustainable Economy and Culture)	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development

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.

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