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## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

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Meeting to be held in on  
Thursday, 20th October, 2011 at 10.00 am

*(A pre-meeting will take place for ALL Members of the Board at 9.30 a.m.)*

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### MEMBERSHIP

#### Councillors

M Rafique (Chair) - Chapel Allerton;  
J Akhtar - Hyde Park and Woodhouse;  
D Atkinson - Bramley and Stanningley;  
S Bentley - Weetwood;  
D Cohen - Alwoodley;  
G Hyde - Killingbeck and Seacroft;  
M Loble - Roundhay;  
M Lyons - Temple Newsam;  
J Matthews - Headingley;  
V Morgan - Killingbeck and Seacroft;  
M Robinson - Harewood;

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

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# A G E N D A

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

To confirm as a correct record, the minutes of the meeting held on 22<sup>nd</sup> September 2011

(Copy attached)

1 - 6

7

Hyde Park  
and  
Woodhouse;

**REQUEST FOR SCRUTINY OF THE ROUTE 5 CYCLE TRACK**

To consider the report of the Head of Scrutiny and Member Development setting out the request for scrutiny from Mr Bill McKinnon, Chair, Friends of Woodhouse Moor concerning the Route 5 cycle track.

(Report attached)

7 - 40

8		<p><b>SCRUTINY INQUIRY - MAXIMISING EXISTING POWERS TO PROMOTE, INFLUENCE AND CREATE LOCAL EMPLOYMENT, TRAINING AND OPPORTUNITIES AROUND MAJOR DEVELOPMENT PROJECTS AND THE PURCHASING OF SERVICES</b></p> <p>To consider the report of Director of Environment and Neighbourhoods which presents information for session one of the scrutiny inquiry on key mechanisms through which developers and contractors are engaged and identifies how these could be embedded within a more consistent approach to increase the opportunities for local people and local businesses.</p> <p>(Report attached)</p>	41 - 54
9		<p><b>DEVELOPMENT DIRECTORATE:2011/12 BUDGET - FINANCIAL POSITION</b></p> <p>To consider the report of the Head of Scrutiny and Member Development and the budgetary information provided by the Development Directorate for 2011/12.</p> <p>(Report attached)</p>	55 - 64
10		<p><b>WORK SCHEDULE</b></p> <p>To consider the report of the Head of Scrutiny and Member Development setting out the work schedule for the Board for the forthcoming municipal year.</p> <p>(Report attached)</p>	65 - 78
11		<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note the date and time of the next meeting as Thursday 1<sup>st</sup> December 2011 at 10:00 am</p>	

# Agenda Item 6

## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 22ND SEPTEMBER, 2011

**PRESENT:** Councillor M Rafique in the Chair

Councillors J Akhtar, D Cohen, G Hyde,  
M Lobley, M Lyons, J Matthews, V Morgan,  
M Robinson and B Chastney

### 18 **Late Items**

No formal late items of business were added to the agenda however Members of the Board had received printed copies of the slide show presentation in support of Session 1 – the engagement of young people in culture, sporting and recreational activities (minute 22 refers)

### 19 **Declarations of Interest**

The following Members declared personal 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:

Councillor Robinson - Session 1 engagement of young people in culture sporting and recreational events – declared a personal interest as a member of Leeds Sports Federation and Leeds Schools Sporting Association (minute 22 refers)

Councillors Rafique and Lobley - Terms of Reference for the Inquiry into development and jobs & skills – declared personal interests as Board members of Re-new Leeds and Councillor Robinson declared a personal interest as the Skills & Enterprise Champion for the North East Area Committee (minute 23 refers)

Councillors Hyde, Lyons and Morgan - West Yorkshire Local Transport Plan - declared personal interests as local authority appointed members of WYITA as METRO had submitted contributions to the Plan (minute 24 refers)

### 20 **Apologies for Absence and Notification of Substitutes**

Apologies for absence were received from Councillors Atkinson and Bentley. The Board welcomed Councillor Chastney as substitute for Councillor Bentley. It was noted that Councillor Akhtar would be late.

### 21 **Minutes**

**RESOLVED** – That the minutes of the meeting held 14<sup>th</sup> July 2011 be agreed as a correct record

### 22 **Scrutiny Board Inquiry Session 1 - The Engagement of Young people in Culture, Sporting and Recreational Activities**

The Board received the report of the Head of Scrutiny and Member Development setting out the objectives of Session 1 of the Scrutiny Inquiry into the engagement of young people in culture, sporting and recreational activities. The Board had indicated the Inquiry would look at the deployment of

services, gaps in provision, partnership engagement, areas of good practice and how the council made contact with hard to reach groups.

The Board welcomed the following officers to the meeting:  
Catherine Blanshard, Chief Officer Libraries, Arts & Heritage  
Sally Coe – Out of School Activities Manager, Children’s Services  
Mark Allman – Head of Sport & Active Recreation, City Development

Ms Blanshard gave a presentation on the Breeze Programme, highlighting its contribution to the objectives contained within the Children’s and Young Peoples Plan, to enable all young people to achieve their sporting and creative potential and living healthy and culturally active lives.

Ms Coe provided case studies of young people from difficult circumstances who had participated in cultural and/or sporting activities through Breeze and the positive impact that this had brought in terms of their personal and social development

The following points were made /identified during discussions:

- Requested statistics showing the postcode location of young people participating in Breeze and whether the figures would be accurate as anecdotal evidence suggested young people often did not take their Breeze card but were still able to participate. Figures should also be available on the overall youth population to provide a percentage comparison.
- The same young people may attend many events, rather than a large number of young people attending a few events
- A number of young people were not engaged and remained unaware of the activities on offer
- The case studies provided useful information and insight into the positive impact that cultural and sporting activities could have on young people’s lives. A document containing more case studies would be sent to Members of the Board
- The need to identify the level of collaboration and partnership working with the Youth Service to avoid duplication of service provision
- The level and cost of support required for individuals and/or their families from various service providers and how the various activities were targeted – did they provide value for money and were there areas of duplication such as officer support/time
- Commented that other organisations provided young people with access to sporting/physical activities such as the Scouts/Guides associations; the ATC etc. for a small sub of £2 each week and it would be useful to know how many young people were involved in those organisations. Members also noted a concern that the free Breeze activities were taken advantage of and some thought could be given to charging a nominal fee where appropriate.
- The Inquiry should also focus on the impact of 2012 Olympics and how this would be an opportunity to engage more young people into sports

Members thanked officers for the informative presentation and

**RESOLVED** – To note the contents of the report and the verbal submissions for the purposes of the Inquiry

(Councillor Akhtar joined the meeting at this point)

**23 Scrutiny Board Inquiry Draft Terms of Reference - Inquiry into how developments in Leeds are bringing skills, training and jobs to local people**

Further to minute 7b) of the meeting held 16<sup>th</sup> June 2011 the Head of Scrutiny and Member Development submitted a report setting out proposed terms of reference for an Inquiry into how developments in Leeds bring skills, jobs and training to local people.

The Board welcomed the following officers:  
Paul Stephens, Chief Economic Development Officer,  
Sue Wynne, Chief Officer, Employment & Skills  
Phillippa Toner, Senior Technical Manager

Officers emphasised that employment, skills and linking local people to local jobs were critical issues for Leeds and referred to the proposed contents for each of the Inquiry Sessions. It was reported that planning permissions for developments already emphasised employment and skills but it was recognised that this good practice may not be systematically applied. Officers saw this Inquiry as an opportunity to strengthen this approach.

Members commented that information on the arrangements made for the Aire Valley and Arena Developments which tied local employment to the planning process would be beneficial to this Inquiry and went on to make the following more general comments:

Training programmes:

- Whether current training programmes provided value for money
- Practical implications of training programmes - provision of workwear, bus fares etc and resourcing issues

External organisations-

- Request for sector information and sector engagement in the training programmes and whether programmes could be developed in partnership with other providers
- Whether there was a role for representatives of Federation of Small Businesses and CBI to attend the Inquiry

The Board was keen to emphasise how LCC dealt with both employment and unemployment within the development sector at the heart of the Inquiry and supported the approach set out in the report for Session 1. Members thanked officers for the presentation and

**RESOLVED** – The Board noted the information contained within the report and the submissions made at the meeting and

- a) agreed the Terms of Reference for the Inquiry
- b) recommended the Terms of Reference be updated where necessary

- c) noted that the Terms of Reference may incorporate additional information during the Inquiry should the Board identify any further scope for the Inquiry
- d) to note that a Briefing Note on the wider employment issues discussed will be provided to Members

## **24 West Yorkshire Local Transport Plan - A Local Implementation Plan and Strategy for Leeds**

Further to minute 14 of the meeting held 14<sup>th</sup> July 2011 when Members initially discussed the West Yorkshire Local Transport Plan, the Head of Scrutiny and Member Development submitted a report in support of detailed discussions of the Leeds Implementation Plan. Members were requested to consider whether there were any further areas for scrutiny and the potential scope for the forthcoming Inquiry

Andrew Hall, Acting Head of Transport Policy, attended the meeting for this item. The Board commented that the schemes proposed in the LIP were too reliant on external funding and went on to discuss the following matters included in the LIP:

- The possible creation of a West Yorkshire Transport Fund which could manage some funding which central government had indicated could be devolved to a local level. Regional bids for funding could then be made for large schemes and decisions can be made on a regional level regarding where transport development should be undertaken.
- The ongoing work to ensure the Leeds Bradford International Airport link road was included within the airports own Transport Masterplan. LCC had proved the case for provision of the Airport Link Road; however the link road had not been identified as Regional Strategy priority. The airport was not suitable for a heavy rail link due to its location and topography and the focus was on the Harrogate Line for tram/train provision
- The emphasis placed on cycling routes and whether cycle lane provision demonstrated value for money and whether funds could be better used on other initiatives. Members noted the response that walking/cycling formed part of a balanced transport plan, and funding was proportionate to uptake.
- The Park and Ride schemes indicated in the LIP were draft proposals as they were awaiting funding and this should be more clearly indicated. Members also commented that some residents local to proposed P&R sites did not feel their views were taken on board
- Anecdotal knowledge stated that 20mph zones were not observed by motorists although noted the response that they had made a significant impact on the reduction in road injuries
- Commented that Emission Zones did not bring vast benefits compared with the high set up costs involved and could be detrimental if they discouraged visitors to the city. Noted that funding had been secured to conduct a study on whether the introduction of LEZs would provide any benefits to Leeds



- Commented that only small scale works were required to deal with Traffic pinch points which would improve traffic flow therefore reducing harmful emissions and journey time

(Councillor G Hyde withdrew from the meeting for a short time at this point)

- Expressed concern over the cost of providing Electric car charging points as the vehicles were too expensive for the average motorist to afford. Provision should balance the proven drop in carbon emissions through use of an electric car with the drain on the national grid for recharging one.

(Councillor Chastney left the meeting at this point)

- Possible further consideration was needed on how to encourage more passengers to use the Bus Service and to establish why the take up of this service is in decline.

Members thanked Mr Hall for his attendance

**RESOLVED -**

- a) That the contents of the report, the draft LIP and the comments of the Board on the LIP be noted
- b) That the following matters be identified as further areas for scrutiny in the first instance:
  - a. Park and Ride scheme
  - b. Traffic impact of new city centre developments under construction or in planning, pinch points and maintaining traffic flow
  - c. Outcome and progress of bid funding requests for major transport works in the City
- c) That the Bus Service would form a significant piece of scrutiny work in its own right and therefore would not be included in this inquiry.

**25 Work Schedule**

The Head of Scrutiny and Member Development submitted a copy of the work Programme for the 2011/12 Municipal Year which had been populated with the six priority areas for scrutiny identified at the previous meeting. Members also suggested that officers enquire whether the relevant departmental budgets should be presented to the Board

**RESOLVED –**

- a) To note the contents of the Work Schedule and the comments made
- b) To note the contents of the Executive Board minutes dated 27<sup>th</sup> July and 7<sup>th</sup> September 2011 and the Forward Plan covering the period 1<sup>st</sup> September 31<sup>st</sup> December 2011

**26 Date and time of next meeting**

**RESOLVED –** To note the date and time of the next meeting as Thursday 20<sup>th</sup> October 2011 at 10:00 am

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## Report of the Head of Scrutiny and Member Development

### Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 20<sup>th</sup> October 2011

### Subject: Request for Scrutiny of the Route 5 Cycle Track

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Hyde Park and Woodhouse	<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

## 1.0 Introduction

- 1.1 A request for scrutiny has been received from Mr Bill McKinnon, Chair, Friends of Woodhouse Moor concerning the Route 5 cycle track.
- 1.2 A report of the Head of Scrutiny and Member Development was presented to the Scrutiny Board (City Development) on the 5<sup>th</sup> of April 2011 for consideration. This referred to a request for Scrutiny from Mr Bill McKinnon, Chair of the Friends of Woodhouse Moor concerning the Route 5 Cycle Track. It was reported that Mr McKinnon was unable to attend the meeting and had requested that the item be deferred. The Scrutiny Board (City Development) resolved that the item be deferred to a future meeting of the Scrutiny Board. The matter is now brought before the Scrutiny Board (Sustainable Economy and Culture) for consideration of the request for scrutiny. Mr McKinnon was advised by e-mail on the 23<sup>rd</sup> of September 2011 that if he is unable to attend that his written request as detailed below will be presented to the Scrutiny Board for consideration.
- 1.3 The reasons stated for his request arises from a report outlining this scheme which was presented to Leeds City Council's Executive Board on 14 October 2009. The report gave no details of proposed routes and claimed at paragraph 3.2.1 that :
- "Initial consultation on the project proposals was undertaken during June 2009. Ward members and community groups were informed by letter which included the project leaflet and links to more detailed plans placed on the internet".*

He states that “there was no consultation with any of the community groups in the Hyde Park area. But on the strength of this report, Highways were given approval to proceed with the scheme and awarded £1.5 million. This is the second time in recent years that Highways have claimed there has been consultation when there has been none. In 2008, they wrongly claimed that they had consulted local community groups about their proposal to widen the A660 where it crosses Woodhouse Moor”.

- 1.4 A copy of the Executive Board report which was considered at its meeting on 14<sup>th</sup> October 2009 and the relevant minute is attached for members reference.

## **2.0 City Development Department**

- 2.1 The Acting Head of Transport Policy has been invited to respond to this request and will be attending the meeting. Attached is a report which details information regarding Route 5 of the Leeds Core Cycle Network Project.

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

- 3.1 The decision whether or not to further investigate matters raised by a request for scrutiny is the sole responsibility of the Scrutiny Board. As such, any decision in this regard is final and there is no right of appeal.

- 3.2 When considering the request for Scrutiny, the Scrutiny Board (Sustainable Economy and Culture) may wish to consider:

- If further information is required before considering whether further scrutiny should be undertaken
- If a similar or related issue is already being examined by Scrutiny or has been considered by Scrutiny recently.
- If the matter raised is of sufficient significance and has the potential for scrutiny to produce realistic recommendations that could be implemented and lead to tangible improvements.
- The impact on the Board’s current workload
- The time available to undertake further scrutiny and
- The level of resources required to carry out further scrutiny.
- Whether an Inquiry should be undertaken
- How the proposed request meets the inquiry selection criteria

## **4.0 Recommendations**

- 4.1 The Scrutiny Board is asked to:

- (i) Consider the request for Scrutiny from the Chair of Friends of Woodhouse Moor.
- (ii) Consider the response of the Acting Head of Transport Policy to the issues raised.

- (iii) Determine if the Scrutiny Board (Sustainable Economy and Culture) wishes to undertake further scrutiny of this matter.

## **5.0 Background Papers**

None

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**Report of the Director of City Development**

**Executive Board**

**Date: 14 October 2009**

**Subject: LEEDS CORE CYCLE NETWORK PROJECT**

**Electoral Wards Affected:**  
All except Wetherby, Otley & Yeadon, Guiseley & Rawdon, Kippax & Methley

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

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

**EXECUTIVE SUMMARY**

This report provides an overview of proposals now being developed to implement a strategic approach to the longer term development of cycle facilities and routes within Leeds. The proposals build on a scheme submitted for Major Scheme funding to the Regional Transport Board early in 2009 which was not supported for funding.

It is intended to take the project forward in phases. The Leeds Core Cycle Network which is the subject of this report will form the first phase of the project for development over the next few years as resources allow. Further work is in progress to identify extensions to this initial network capable of forming a Core Network 2 Project together with the intention to commence the early review of facilities provided within the City Centre. It is intended to progress the scheme from within the Local Transport Plan and the third Local Transport Plan from 2011 onwards, and to consider the scheme as a potential candidate for Major Scheme funding as opportunities arise.

The first phase Leeds Core Cycle Network Project will provide a series of continuous safe and convenient cycle routes, primarily for commuting. The project is designed to implement policies for greater levels of cycling which will relieve congestion, benefit the environment and improve the health of Leeds residents. The routes that make up the network have been designed in outline, and the initial consultation was launched in June during Bike Week in Leeds.

The report seeks endorsement to the continued development of the project and seeks approval to take forward the implementation of the first tranche of four routes from within the project.

## **1 PURPOSE OF THIS REPORT**

1.1 The purpose of the report is to:

- inform Executive Board of the key issues in providing a core cycle network for urban Leeds and seek approval to continue progressing the detailed proposals; and
- seek financial approval to commence implementation of specified routes.

## **2 BACKGROUND INFORMATION**

2.1 Work to improve conditions for cycling in Leeds has been undertaken over a period of more than ten years, albeit at a modest level. Currently there are some routes of variable quality but, with exceptions, the facilities are typified by being discontinuous, with would-be cyclists deterred by areas where conditions are poor.

2.2 The level of cycling in Leeds at 1.30% of all trips to work is below that of most other major UK cities: Birmingham 1.4%, Liverpool 1.73%, Newcastle 1.75%, Manchester 3.24%, Nottingham 3.67%, Leicester 4.0%, Bristol 4.58%. It is also very substantially below leading examples in the UK and Europe for example York and Copenhagen, where 12% and 46% respectively of journeys to work are by bicycle and where there are goals to further increase these levels.

2.3 A bid was submitted for Regional Funding Allocation (RFA) for the Leeds Core Cycle Network Project in October 2008. The bid performed strongly and met RFA criteria, but due to other regional funding pressures was not prioritised. The project may be supported in the future.

2.4 Cycling has the potential to provide benefits to the population of Leeds in terms of congestion, air quality and health, but issues described below prevent the benefits from being realised.

2.5 Whilst the level of cycling in Leeds remains comparatively low, overall trends in levels of adult cycling in Leeds over the past five years are showing strong growth:

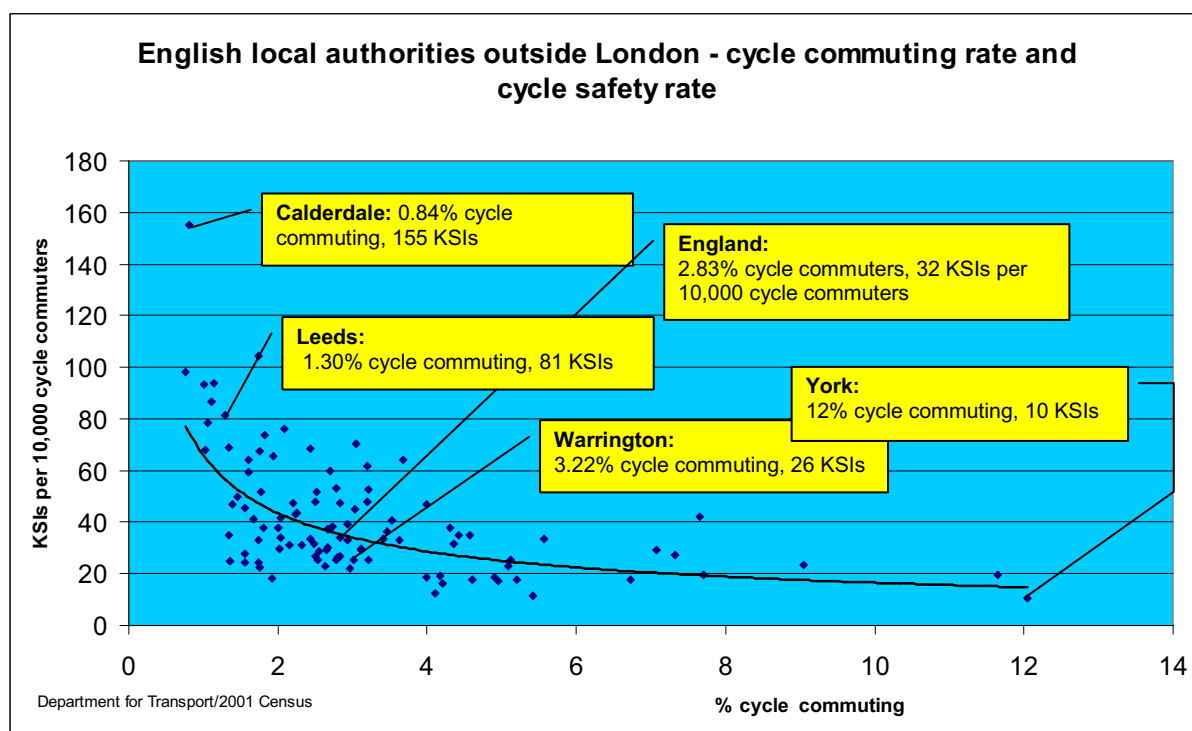
- an 86% increase in journeys into the city centre, where many of the cycle trips within Leeds are made (1) (References in Appendix 1),
- a 76% increase in cycling to work (2); and
- a 20% increase in cycling predominantly on trunk and major roads, excluding canal towpaths and other minor routes (3).

2.6 While the trend in adult cycling journeys has been strongly upwards, the number of adult cycling injuries (4) has not increased in line with the upward trend of use, indicating that the risk cyclists experience on their journeys has diminished. For children the number of injuries has decreased (5).

2.7 The evidence from a recent analysis of UK cities, Figure 1 below, shows that as cycling levels increase the casualty rate for cyclists gradually declines. The changing figures for Leeds over the past five years are broadly consistent with this observation. Leeds is currently positioned towards the lower cycling rate and higher cycle accident rate end of the spectrum of English local authorities, but appears to be moving in the direction of higher use/lower accident rate.



**FIGURE 1: CYCLE COMMUTING RATES AND CYCLISTS KILLED AND SERIOUSLY INJURED (KSI) RATES**



- 2.8 While many people express a wish to cycle, many new or potential cyclists find road conditions and the fear of injury a deterrent. Public consultations for the Local Transport Plan 2 revealed that 15% of Leeds respondents identified a “continuous door to door cycle network” as “a measure to reduce my car use”. This showed a demand for the opportunity to cycle that was equal to the demand for those selecting bus priority measures and increased frequency of public transport services.
- 2.9 The cost of physical inactivity in Leeds is estimated at £123 million per year or £172 per year for each adult taking account of lost work time and medical costs, to which greater levels of cycling have the potential to make a significant impact. For example cyclists have been shown to have a 39% lower rate of all cause mortality. It has been calculated that the health benefits of cycling outweigh the costs by a factor of 20:1 (6) and The National Institute for Clinical Excellence has estimated that investment in high quality provision for cycling can be very cost effective with the potential for benefit cost ratio of around 11 to 1 when taking account of all the positive effects that arise from cycling.
- 2.10 There is severe congestion on traffic routes to the city centre yet 35% of people who drive to work in the city centre are undertaking journeys that are 8km/5miles or less, which is a distance suitable for cycling. Average peak time journey speeds by car on many routes are at a level that can be compared to cycling i.e. 10-15 mph. This represents a substantial opportunity to relieve congestion on urban roads at peak times. Congestion can be reduced by providing facilities that encourage people to leave their car at home and cycle instead on short commute and other journeys.
- 2.11 Local air quality deteriorates as a consequence of journeys made by motor vehicles. Seven of the eight Air Quality Management Areas in Leeds are associated with NOx and road traffic emissions. Cycling produces no air quality deterioration and substitution of motoring journeys by cycling is a complete solution to local air quality deterioration for those substituted journeys.

2.12 Greenhouse gases are produced by motor vehicles. The UK road transport sector currently produces 24% of the total UK CO2 burden. It is the only major sector where CO2 emissions are not reducing (WYLTP2 p96). Cycling produces no CO2 burden and substitution of motoring journeys by cycling is a complete solution for CO2 production for those substituted journeys.

### **3 MAIN ISSUES**

#### **3.1 Design Proposals/Scheme Description**

3.1.1 To address the issues above it is proposed to develop a network of cycle routes across the city. This work is planned to progress in stages as resources allow so that ultimately a high level network of routes exists across the city, convenient for people to access from their own local areas and feeding into routes to school and other measures. The elements are as follows:

- i) Leeds Core Cycle Network, which is the subject of this report, and which will form the initial stage of development.
- ii) Core Network 2, this would form a further extension of the network to provide more extensive coverage of the District. Routes for inclusion in this second stage are currently being evaluated for input to the preparation of the third Local Transport Plan.
- iii) City Centre Links. Further work is to commence to examine how best improved connectivity and linkages can be provided into and within the city centre. This work will dovetail with the wider work of the Renaissance Leeds programme.

3.1.2 The Core Cycle Network has previously been submitted for consideration by the Regional Transport Body for priority as a major scheme. Whilst the scheme displayed strong positive benefits and fit with regional policy, and may be supported in the future, the demands on the regional transport budget were such that the scheme was not selected for the regional programme. It is therefore proposed that the project is progressed incrementally from within the Local Transport Plan Integrated Transport block allocation. The city wide network provides a strong basis for contributions by developers to its construction.

3.1.3 In terms of the future developments, these will be put forward during the development of the third Local Transport Plan (LTP3) which will come into effect in April 2011. Programmes, funding priorities and the budget for LTP3 have yet to be established.

3.1.4 The initial Core Cycle Network Project consists of a core network of 17 connected cycle routes. The routes complement existing facilities and take advantage of areas where cycling conditions are adequate, such as traffic calmed roads, linking these into continuous routes. The routes are mainly radial, connecting the urban area of Leeds to the city centre 'transport box'. At the same time they provide access to schools, employment sites, regeneration areas, housing developments, stations and green space.

3.1.5 Cycle Routes included within the Project:

Route 1	East Middleton Spur
Route 2	Leeds City Station to Universities
Route 3	Middleton to City Centre
Route 4	Adel Spur
Route 5	Cookridge to City Centre (Headingley Cycle Route Extension)
Route 6	North Morley Spur

Route 7	Scholes – City Centre Route
Route 8	Rothwell to City Centre
Route 9	Chapel Allerton - City Centre
Route 10	Bramley to City Centre
Route 11	Farnley to City Centre
Route 12	Garforth to City Centre
Route 13	South Morley – City Centre
Route 14	A64 improvements
Route 15	Alwoodley to City Centre
Route 16	Wyke Beck Way
Route 17	Penda’s Way – Crossgates to Thorner

- 3.1.6 Further details of each route and a map showing the Leeds Core Cycle Network Project are appended.
- 3.1.7 Funding for maintenance has not been included in the estimates. Arrangements for maintenance may be achieved by different means:
- on all purpose highways, maintenance will be undertaken by Highways Maintenance;
  - away from all purpose highways, routes may be declared as cycle tracks or public rights of way and accordingly maintained as (minor) highway.
  - a small proportion of the routes concerned lies off the public highway on land controlled by the Parks & Countryside Service; in terms of the routes for which consent to implement is being sought, in principle agreement has been reached on maintenance matters;
  - future tranches of the network will be discussed concerning future maintenance, which will be reported at the appropriate time.
- 3.1.8 Promotional activities to increase awareness of the network and encourage uptake will be a key element in the campaign to increase the number of people cycling across the City. This will be undertaken as part of the council’s wider Smarter Travel Choices promotional work. Other current work such as ensuring that highway schemes and developments are compatible with demands for cycling will continue.
- 3.1.9 The project is being managed as a whole and being taken forward in stages. It is intended to complete the routes over the next five years subject to approvals and funding. The overall cost of the Core Cycle Network Project is presently estimated at £9 million. However, this cost takes full account of all early project risks and is expected to reduce as elements of the project are advanced to the more detailed stage.
- 3.1.10 The outline-designed routes when taken together with existing routes provide a network for radial and orbital cycle journeys in the urban area. While each of the individual routes provides continuity, many additional benefits will be realised when the project is completed overall because a whole network will aid the idea of cycling in the city as a normal activity. In the interim the criteria for prioritising development of routes are that:
- there should be even development across the city, while
  - taking advantage of possible external funding when it is available for individual routes, to provide the greatest economy, and
  - taking advantage of routes that have already received a degree of detailed design.

3.1.11 This first report includes a request for approval of the first tranche of the proposed works.

3.1.12 It is proposed to commence implementation of some elements of the network this financial year. These first elements for implementation have been selected to give a geographic spread across the city and to maximise opportunities for external funding:

- Route 16 Wyke Beck Way, section between the lake in Roundhay Park and to the south of the A58 Easterly Road.
- Route 5 Cookridge - City Centre
- Route 3 Middleton – City Centre
- Route 15 Alwoodley – City Centre

(For description of routes and maps, see Appendices 2 and 3)

3.1.13 Usage of the routes will be monitored before and after implementation. The estimated monitoring cost per route is £2000 for one count of base year and two counts in post implementation years.

## 3.2 Consultations

3.2.1 Initial consultation on the project proposals was undertaken during June 2009. Ward members and community groups were informed by letter which included the project leaflet and links to more detailed plans placed on the internet. Leaflets have also been placed at doctors surgeries, libraries and similar locations. Exhibitions have been held in Millennium Square, at the Leonardo Building offices and elsewhere. Responses are generally supportive and framed around detailed suggestions for revisions.

3.2.2 Ward member consultation letters were sent between 09/04/09 and 08/06/09 to all wards through which the routes pass. Responses have been supportive or provided detailed comments which are being considered. (Outline design on Route 2 has not commenced and no consultations have been undertaken). Ward members will be consulted again as a part of the detailed design process.

3.2.3 As the report explains the Project is being progressed in stages. Outline design consultations have been conducted for all routes, as above, and further consultations will be undertaken for each route as detailed design progresses.

## 3.3 Scheme benefits

3.3.1 The key output of the scheme is a 115km network of cycle routes in urban Leeds distributed between existing roads and off-road tracks, contributing to an estimated increase in cycling of 80% over six years which will provide the following benefits:

- **Economic benefits:** Economic benefits of the Core Cycle Network Project were calculated as part of the aforementioned bid for Regional Funding Allocation and found a benefit/cost ratio (BCR) of 3.39. This figure, which was considered to be a conservative estimation, falls well within the Department for Transport's high value for money criteria. It is considered that if a future such bid was to become possible this would have a high probability of success.
- **Delivering Accessibility:** The scheme improves access to jobs, education and other key services for everyone, and key locations would include Aire Valley Leeds, East and South East Leeds and West Leeds Gateway.
- **Tackling Congestion:** Each route has been designed to encourage people to choose to cycle, especially for the journey to school/university and the commute to

work. Many of the schemes, such as the Cookridge to City Centre and the Aberford to Crossgates routes provide alternatives to cycling on busy arterial routes and offer significant journey time savings for cyclists.

- **Safer Roads:** All of the cycling schemes are being developed with safety in mind and are subject to a review of the road injury data and safety audit as part off the design process. The off-road routes will improve safety by ensuring that more cyclists have an alternative to cycling on busy arterial routes and where on-road provision has been proposed, there will be a step-change in both quality and safety from the existing provision on these sections.
- **Better Air Quality:** The cycling schemes will improve air quality as it reduces the number of vehicle journeys being made. This will improve local air quality.
- **Health:** The scheme will result in more people incorporating physical activity into their daily lives. The Council's Physical Activity Strategy recognises that physical inactivity is one of the top ten leading causes of death and disability in the developed world, and one of the four key components of the strategy relates to increasing levels of Active Travel.

## **4 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE**

### **4.1 Compliance with Council Policies**

4.1.1 Environmental Policy: The project directly contributes to the objective to encourage and support more sustainable transport in Leeds by enabling cycling.

4.1.2 Mobility: There are no specific implications for people with mobility problems.

4.1.3 Ethnic minorities, women and disabled people: There are no specific implications for ethnic minorities or women. The proposals comply with the Disability Discrimination Act.

4.1.4 Local Transport Plan: The cycle routes identified within this package will contribute towards the following objectives within West Yorkshire's Second LTP:

- **Delivering Accessibility:** To improve access to jobs, education and other key services for all.
- **Tackling Congestion:** To reduce delays to the movement of people and goods.
- **Safer Roads:** To improve safety for all highway users.
- **Better Air Quality:** To limit transport emissions of air pollutants, greenhouse gases and noise.

4.1.5 Leeds City Council Leeds Strategic Plan 2008 to 2011: Leeds City Council has identified an Improvement Priority to deliver and facilitate a range of transport proposals for cycling.

4.1.6 A Healthy City, Physical Activity Strategy for Leeds 2008 to 2012: The strategy recognises that physical inactivity is one of the top ten leading causes of death and disability in the developed world. Active Travel provides one of the four key components of the strategy.

4.1.7 LTP Policy Approval: The scheme has been instigated by the Transport Strategy Group and is included in the LTP programme.

## 4.2 Community Safety

4.3 The proposals contained in the report do not have implications for community safety.

## 5 LEGAL AND RESOURCE IMPLICATIONS

### 5.1 Legal

5.1.1 Paths to be designated as legal Cycle Tracks may be identified during detailed design. Conversion of existing legal Footpaths is not anticipated.

### 5.2 Scheme Estimate

5.2.1 The breakdown costs of the routes where approval is sought from the Executive Board are:

Works and Monitoring	£1,311,500
Supervision and Monitoring	£135,500

5.2.2 Design costs have previously been approved at Highways Board. Items for approval at Executive Board are indicated below in bold.

Route Name	Design (£)	Works, staff supervision fees and monitoring (£)***	Overall Cost (£)	LTP cost 09/10 (£)	LTP cost 10/11/12 (£)	External funding bids** (£)
Route 16 Wyke Beck Way	72,000	<b>362,000</b>	434,000*	150,000	284,000	120,000
Route 5 Cookridge - City Centre	62,000	<b>546,000</b>	608,000	208,000	400,000	243,128
Route 3 Middleton – City Centre	33,000	<b>291,000</b>	324,000	150,000	174,000	129,593
Route 15 Alwoodley – City Centre	28,000	<b>248,000</b>	276,000	60,000	216,000	110,401
Total (£)	195,000	<b>1,447,000</b>	1,642,000	568,000	1,074,000	603,122

\* Implementation of section between Roundhay Park and Easterly Rd. Overall cost for entire Route 16 is £894,893. Approval to implement further sections will be sought in the future.

\*\* If obtained, external funding support would reduce LTP09/10 and LTP10/11 costs.

\*\*\* Monitoring costs of £2000 per route included.

### 5.3 Funding

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2009 £000's	FORECAST				
			2009/10 £000's	2010/11 £000's	2011/12 £000's	2012/13 £000's	2013 ON £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						

FURN & EQPT (5)	0.0		195.0				
DESIGN FEES (6)	195.0						
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>195.0</b>	<b>0.0</b>	<b>195.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2009 £000's	FORECAST				
			2009/10 £000's	2010/11 £000's	2011/12 £000's	2012/13 £000's	2013 ON £000's
LAND (1)	0.0						
CONSTRUCTION (3)	1311.5		547.5	690.0	74.0		
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	135.5		42.5	78.0	15.0		
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>1447.0</b>	<b>0.0</b>	<b>590.0</b>	<b>768.0</b>	<b>89.0</b>	<b>0.0</b>	<b>0.0</b>

Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2009 £000's	FORECAST				
			2009/10 £000's	2010/11 £000's	2011/12 £000's	2012/13 £000's	2013 ON £000's
Transport Supplementary Grant	1642.0		785.0	768.0	89.0		
	0.0						
Total Funding	1642.0	0.0	785.0	768.0	89.0	0.0	0.0
<b>Balance / Shortfall =</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

### West Yorkshire Local Transport Plan Funding

5.3.1 It is proposed to progress the scheme in stages using LTP Integrated Transport block funding. Funding for these four stages is included in the approved Capital Programme and is eligible for 100 % Government Funding. However, as the scheme progresses, funding will continue to be sought from external sources including Regional Funding Allocation, Sustrans, Cycling England and developers where appropriate.

### External Funding

5.3.2 The value of current bids for external funding is indicated in the table above. Funding is being sought for individual routes or parts of routes. For each selected route, funding is considered to be less likely to be available in following years, and brief details of the funding bid are:

- Route 16 Wyke Beck Way, section between the lake in Roundhay Park and to the south of the A58 Easterly Road. Sustrans has indicated without commitment that funding is likely for this section from Connect2, which is part of the Big Lottery award that Sustrans won. An undertaking to start implementation this financial year will increase the probability of support, which is likely to be of between one third and one half of the total cost for the section.
- Route 5 Cookridge - City Centre is eligible for UTravel Active funding through Cycling England's Links to School Programme. 40-50% of scheme cost is potentially available for this financial year that will not be available next year.
- Route 3 Middleton – City Centre may be awarded 40-50% of scheme cost from the Safer Routes to School Programme (not limited to this financial year, but availability not certain for next year).
- Route 15 Alwoodley – City Centre may be awarded 40-50% of the scheme cost from the Safer Routes to School Programme (not limited to this financial year, but availability not certain for next year).

## **6 Risk Assessment**

- 6.1 External funding is not awarded to Leeds. It is unlikely that the scheme will receive no external funding. Should such funding be less than anticipated, the scheme will be funded from LTP over a longer time period than currently anticipated.
- 6.2 Leeds Core Cycle Network is not progressed. Aspirations and policies for health, road safety, congestion, pollutant reduction, greenhouse gas reductions and the popular desire to cycle will all be unsatisfied.
- 6.3 Technical difficulties encountered with one or more routes. Feasibility work has not identified insuperable problems. Routes are flexible and alternatives can be found.
- 6.4 Costs are greater than anticipated. Costs have been estimated for potential difficulties identified during initial feasibility, giving a maximum cost of £9.4m, compared to £9m considered the most likely overall cost.
- 6.5 Levels of cycling do not increase. In conjunction with other initiatives to change travel behaviour, this outcome is considered improbable given the benefits to individuals arising from cycling, the publicity given to cycling and the stated wishes of the public. Evidence from Cycling England's Demonstration Towns indicates that growth can be achieved by taking appropriate measures.

## **7 Conclusions**

- 7.1 The proposed network of 17 continuous cycle routes will improve access to the city centre, shops, education and workplaces by bicycle within the urban area of Leeds. Implementation will lead to reduced levels of congestion and air pollution, with improvements to sustainability and health. The project has received outline design and is the subject of public consultation. Detailed design of selected routes is underway with a view to implementation commencing this financial year.

## **8 Recommendations**

- 8.1 Executive Board is requested to:
  - i. Approve progressing the design and implementation of the proposed Leeds Core Cycle Network Project, subject to financial approvals and regulation.
  - ii. Give authority to incur £1,311,500 works and £135,500 supervision fees and monitoring, for the following routes that form part of the proposed Core Cycle Network Project, to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme:
    - Route 16 Wyke Beck Way (Roundhay Park to Easterly Rd section)
    - Route 5 Cookridge - City Centre
    - Route 3 Middleton – City Centre
    - Route 15 Alwoodley – City Centre.

## **Background Papers**

**There are no background papers**



## APPENDIX 1

### References

- (1) From city centre cordon survey in morning peak period (from 571 to 1064 crossing the cordon).
- (2) Based on "snapshot" survey of employees cycling to work within companies (226 of 11807 respondents in 2005 to 775 of 22945 respondents in 2009)
- (3) Based on the National Traffic Census covering, district wide, all non-motorway road types 47.2, 2002-2004 to 57.0 2006-2008 average at 94 sites, 12 hr count,
- (4) Change from 28, 2003-2005 to 30, 2006-2008 adult ksi 3yr annual moving average
- (5) Change from 46, 2003-2005 to 44 2006-2008 child all casualty 3yr annual moving average.
- (6) Meyer Hillman M, Cycling and the promotion of health 1992

## APPENDIX 2

### Cycle Routes included within this Scheme

<b>Route</b>	<b>Description</b>	<b>Links with other routes/initiatives</b>
<b>Route 1</b> East Middleton Spur	Spur intended to extend scope of Middleton to City Centre Route.	Links to Middleton to City Centre Route
<b>Route 2</b> Leeds station to Universities (Cookridge Street contra-flow)	Provision of a contra-flow cycle route along Cookridge Street, completing a link from the University of Leeds and Leeds Metropolitan University City Centre campuses to Leeds City Station.	Links with package of routes for LTP3 between university halls of residence. Links with quiet road route to Cookridge and Becketts Park campus, university campuses and halls of residence.
<b>Route 3</b> Middleton to City Centre	Links areas of low employment to the City Centre and Aire Valley Employment Area. Also provides links to a major school and sports facilities.	Route includes Middleton Woods and there may be leisure links including with the Middleton Steam Railway. Links to Holbeck village
<b>Route 4</b> Adel Spur	Spur intended to extend scope of Alwoodley to City Centre Route, to include Adel and student accommodation	
<b>Route 5</b> Cookridge to City Centre (Headingley Cycle Route Extension)	Provides link to Leeds Metropolitan University and Proposed development at Horsforth Woodside.	Links with Cookridge Street contra-flow cycle link.
<b>Route 6</b> North Morley Spur	Spur to extend scope of South Morley- City Centre route and connects Gildersome	
<b>Route 7</b> Scholes – City Centre Route	Provides links to several schools, and a commuter route through Swarcliffe, Harehills and Burmantofts.	Connects to Penda’s Way and Wyke Beck Way,
<b>Route 8</b> Rothwell to City Centre	Provides alternative for City Centre commuters to the busy A61 / M621 / M1 interchange.	Connects to Middleton to City Centre Route and Aire Valley Employment area.
<b>Route 9</b> Chapel Allerton - City Centre	Links Moor Allerton with Chapel Allerton, Potternewton and City Centre	Links with Cookridge Street contra-flow cycle route (2)
<b>Route 10</b> Bramley to City Centre	Provides link from Bramley to the City Centre	Links with Leeds-Bradford Connectivity work.
<b>Route 11</b> Farnley to City Centre	Links Farnley with Wortley	Links to Route 10 (Bramely to City Centre)
<b>Route 12</b> Garforth to City Centre	Arterial long distance commuting route.	Provides links to Leeds and Aire Valley Employment Area and City Centre.
<b>Route 13</b> South Morley – City Centre	Connects Morley, Beeston and Holbeck to city centre	Passes through Holbeck Regeneration Area and past White Rose Shopping Centre
<b>Route 14</b>	Arterial commuting route	Connects with Wyke Beck

A64 improvements	passing through deprived areas in East Leeds.	Way and would provide crossing points for numerous routes to schools.
<b>Route 15</b> Alwoodley to City Centre	Provides links to Sugarwell Hill Park, Chapel Allerton, Meanwood Park and Eccup Reservoir. Arterial commuting route and Greenway.	Part of Meanwood Urban Farm Strategy and Public Right of Way Strategy. Also may form part of a Lottery Funded Active Travel project.
<b>Route 16</b> Wyke Beck Way	Links deprived areas of the city with Aire Valley employment area. Also important as it connects major schools and important green spaces.	Provides connection to East Leeds Radial Link, Aire Valley Employment Area, Temple Newsam, Roundhay Park and, ultimately, Rothwell and Trans Pennine Trail,.
<b>Route 17</b> Penda's Way – Crossgates to Thorner section	Utilises disused Leeds to Wetherby rail line. Links Crossgates station with major development site at Vickers Tank Factory and surrounding villages.	Crosses Scholes – City Centre Route and connects to A64 Corridor Route. The route would also open up improved access to the countryside for walkers, wheelchair users and horse riders.

**APPENDIX 3**

**Leeds Core Cycle Network Project Overview**

**Dwg No HDC/299224/CON/01**

**EXTRACT FROM THE EXECUTIVE BOARD MINUTES  
of the Meeting held on 14<sup>th</sup> October 2009**

Minute 100 Leeds Core Cycle Network



The Director of City Development submitted a report providing an overview of proposals being developed to implement a strategic approach to the longer term development of cycle facilities and routes within Leeds.

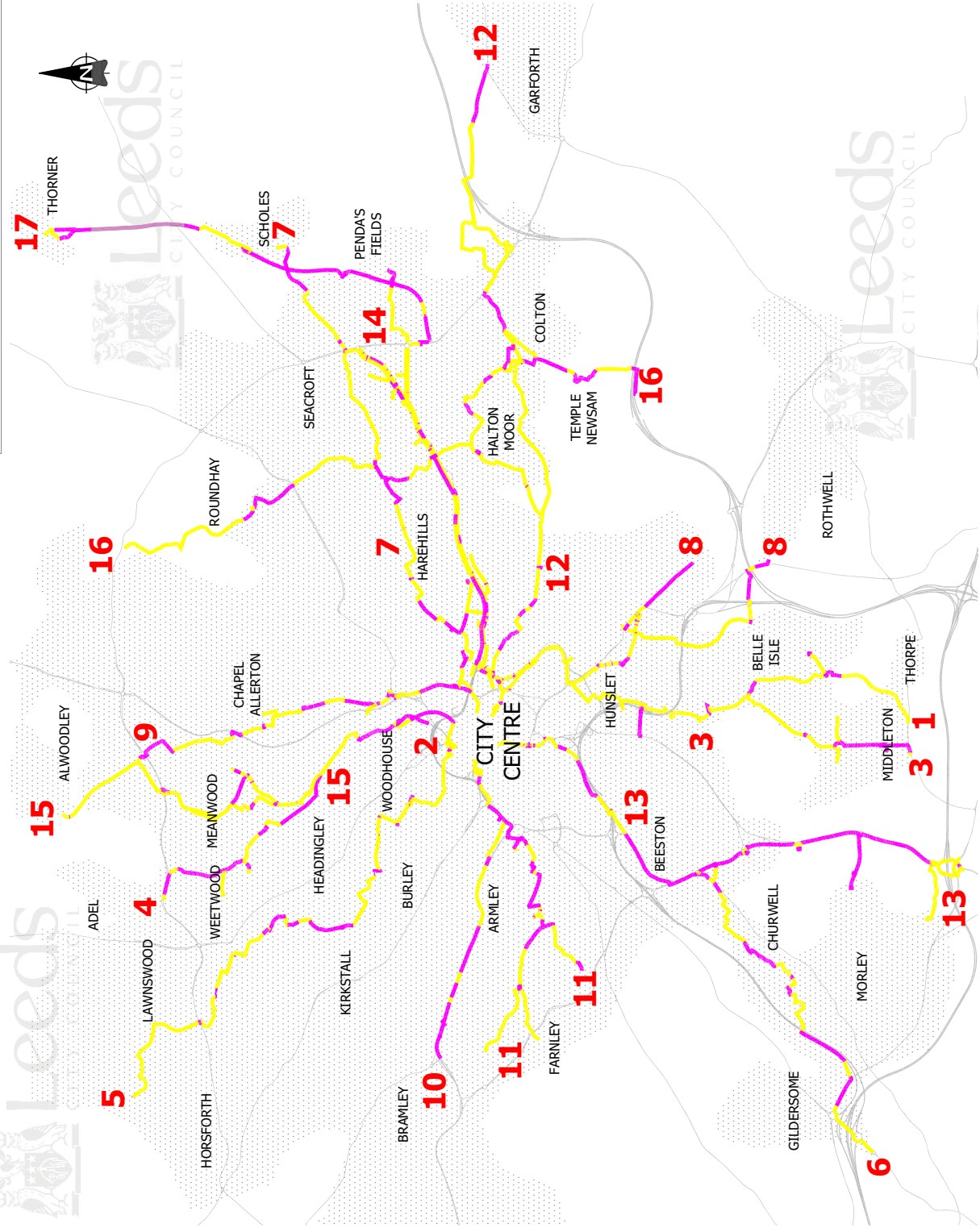
RESOLVED –

- (a) That the design and implementation of the proposed Leeds Core Cycle Network Project be approved, subject to financial approvals and regulation.
- (b) That authority be given to incur £1,311,500 works and £135,500 supervision fees and monitoring, for the following routes that form part of the proposed Core Cycle Network Project, to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme:
  - (i) Route 16 Wyke Beck Way (Roundhay Park to Easterly Rd section)
  - (ii) Route 5 Cookridge - City Centre
  - (ii) Route 3 Middleton – City Centre
  - (iv) Route 15 Alwoodley – City Centre.


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KEY	
	ROUTE SECTIONS SUBSTANTIALLY COMPLETE OR TO BE DELIVERED BY PRIVATE DEVELOPMENT
	ROUTE SECTIONS REQUIRING WORKS
<b>1</b>	EAST MIDDLETON SPUR
<b>2</b>	LEEDS STATION TO UNIVERSITIES
<b>3</b>	MIDDLETON
<b>4</b>	ADEL SPUR
<b>5</b>	COOKRIDGE
<b>6</b>	NORTH MORLEY SPUR
<b>7</b>	SCHOLES
<b>8</b>	ROTHWELL
<b>9</b>	CHAPEL ALLERTON
<b>10</b>	BRAMLEY
<b>11</b>	FARNLEY
<b>12</b>	GARFORTH
<b>13</b>	SOUTH MORLEY
<b>14</b>	A64 CORRIDOR
<b>15</b>	ALWOODLEY
<b>16</b>	WYKE BECK WAY
<b>17</b>	PENDAS WAY



FIRST APPROVED AMENDMENTS	MR	DRAWN	CHECK	DATE
DRAWING NUMBER: <b>HDC/299224/CON/01</b>				
DATE: <b>June 2009</b>				

		ENGINEERING SERVICES	
INITIALS	DATE	SCALE	
DRAWN BY EMW	12/08	N.T.S	
AUG/CAD BY RD	12/08		
CHECKED BY	6/09		
			Sheet 3 of 3

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**LEEDS CORE CYCLE NETWORK  
 PROPOSED CYCLE NETWORK – OVERVIEW PLAN**

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**Report of** Director of City Development  
**Report to** Scrutiny Board (Sustainable Economy and Culture)  
**Date:** 20 October 2011  
**Subject:** LEEDS CORE CYCLE NETWORK PROJECT – CONSULTATION

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Hyde Park and Woodhouse	<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 Leeds Core Cycle Network is a programme for creating a network of cycle routes that link local communities together and connect with the city centre to provide for local journeys and travel into the city centre.
2. Proposals for the funding and implementation of the first four routes were considered and approved by the Executive Board on 14 October 2009. Prior to this Leeds City Council undertook a consultation exercise covering all the routes involved which is detailed in this report.
3. Subsequently issues arose particularly concerning consultation in relation to proposals in the vicinity of Woodhouse Moor and this report addresses a request for scrutiny of this matter.

### Recommendations

1. Members of the Scrutiny Board are requested to note and comment on the content of this report.

## **1 Purpose of this report**

- 1.1 This report provides an overview of the Leeds Core Cycle Network project and the associated consultation process in relation to subsequent issues raised by Hyde Park residents groups.

## **2 Background information**

- 2.1 The Leeds Core Cycle Network is a network of 17 cycle routes intended to provide connectivity between local communities, major employment centres and to the city centre. The project is designed to cater for all types of cycle journeys on a network designed to meet national standards. It is expected to make local travel by cycle easier as well as supporting commuting, providing safer routes to school and access to leisure and recreation with the aim of decreasing transport related CO2 emissions and congestion whilst contributing improved accessibility and health for local communities.
- 2.2 A package of cycle routes was originally assembled as a bid for a major transport scheme in early 2009. Unfortunately, although a high cost / benefit ratio was demonstrated, the scheme was not made a regional priority. Alternative proposals for developing the scheme on an incremental basis through Local Transport Plan funding and by seeking grant funding from Sustrans were therefore pursued centred on a smaller package for four key routes as below:
  - Route 3 – Middleton to City Centre
  - Route 5 – West Park to City Centre
  - Route 15 – Alwoodley to City Centre
  - Route 16 – Wyke Beck Way (Phase 1)
- 2.3 The core network proposal and the four priority routes were approved by the Executive Board meeting on the 14<sup>th</sup> October 2009.
- 2.4 The four routes including Route 5 were substantially completed by the end of March this year. In line with agreements made with Sustrans, the Council is receiving grant funding which will total £811,000 from the Sustrans Links to School and Connect2 programmes. This includes £161,000 earmarked for Route 5.

## **3 Main issues**

- 3.1 The Consultation for the Leeds Core Cycle Network (LCCN) as a whole was largely undertaken in the summer of 2009. This timing enabled consultation to tie in with Bike Week and take advantage of the heightened media interest. Consultation at outline design took the form of:

- Letters, including outline design drawings sent to Councillors in all wards covered by the network and where relevant affected by the four route schemes.
- Details of the Leeds Core Cycle Network as a whole, plus outline designs for each individual route, were posted on the Leeds City Council website.
- Posters and leaflets were sent to Community Centres directing those interested to outline drawings posted on the Council's internet pages.
- Exhibitions took place in the Leonardo Building reception, Central Library and Millennium Square (as part of a Bike Week event)
- Bike Week publicity including a two page spread on the project in the Bike Week leaflet which was sent to libraries, doctors surgeries, schools, businesses and individuals.
- Bike Week press release which centred on core network and attracted substantial media coverage.
- Presentation at Cycling Consultation Forum and the June 2009 North West Inner Area Committee Transport Sub-group.

3.2 Consultation response rates varied across the city. In total there were around 41 written responses with many more responses made face to face or at meetings. Feedback was generally positive but often included requests for changes to the proposals. These requests were all responded to and, in several cases led to substantial design changes, and further detailed engagement.

3.3 Additional consultation specific to Route 5 was posted to:

- Friends of Woodhouse Moor
- North Hyde Park Residents Association
- South Headingley Community Association
- Leeds Metropolitan University Cycle network
- University of Leeds
- Sustrans

3.4 Further consultation specific to Route 5 was undertaken after detailed design was substantially complete:

- Frontage consultation in October 2009 (at locations affected by proposals)
- Councillor consultation in March 2010
- Site notices (Section 23) related to installation of a proposed crossing.

3.5 Further details of all consultation undertaken is provided in Appendix 1.

3.6 Consultation responses related to Route 5 followed the same general pattern as in paragraph 3.2. Particularly in-depth dialogue took place with members of both of the universities' Bicycle User Groups and the Ash Road Residents Association.

Specific issues, including the route alignment through Batcliffe Woods, Church Woods and along Cardigan Road were discussed in-depth with relevant Ward Councillors, cyclists, community groups and individuals, and these discussions led to significant changes to the route alignment. Strong support for the proposals came from the universities, student unions and members of the Leeds Cycling Consultation Forum.

- 3.7 In terms of the Route 5 proposals in the Hyde Park area, the consultation process at outline and detailed design was followed in good faith using the postal system. However, it transpired as works began on site that local community groups and some residents had not seen the consultation letters nor, it appears, the site notices required for a new pedestrian cycle crossing. This has been investigated but no obvious reason for non delivery of the correspondence has been identified and apologies have been offered to the groups and individuals concerned. Processes for future consultation have also been re-evaluated and are due to be trialled shortly on schemes now in development.
- 3.8 As well as the complaints about a failure to consult, the community groups were concerned about elements of the scheme in the vicinity of Woodhouse Moor. Essentially the proposal was to integrate the existing Headingley cycle route established in 1995 into the route proposals. As such the works in and around Woodhouse Moor were to be limited to improved paths in the vicinity of the Wellington monument and the existing Toucan crossing at Clarendon Road, and to provide a new Toucan crossing over Hyde Park Road near to its junction with Brudenell Road. The aim of these proposals was to improve access to and from the existing perimeter cycle track on the Moor. (Appendix 2 shows the route)
- 3.9 When it became clear that there had been a problem with the consultation, detailed discussions were held with councillors, concerned residents and community groups on the Hyde Park area between December 2010 and March 2011. In response to the concerns, proposals for new toucan crossing on Hyde Park Road were reconsidered and at the present time have not been progressed. Alternative measures using road markings have been used to highlight the crossing point for cyclists at the junction of Brudenell Road with Hyde Park Road. This does not preclude the future introduction of a new Toucan crossing should that be deemed appropriate in the future. The proposed new path at Clarendon Road has been withdrawn due to there being no consensus from consultees, including the universities on the merit of the proposals.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The main body of the report describes the consultation and engagement pertinent to this report.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 The development of the Local Transport Plan has been informed by the preparation of an Integrated Sustainability Assessment which has included assessing the impacts of the transport policies and strategy on these issues. A draft Equality

Impact Assessment is being prepared in relation to the development of the cycling infrastructure programmes.

### **4.3 Council Policies and City Priorities**

4.3.1 The Leeds Core Cycle Network forms part of the Leeds investment programme within the approved West Yorkshire Local Transport Plan (LTP). The proposals contribute to the strategic themes of the LTP for Travel Choices and Connectivity and for the City Priority to “Improve the environment through reduced carbon emissions”.

### **4.4 Resources and Value for Money**

4.4.1 The report has no specific resources implications.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 The report has no specific legal implications.

### **4.6 Risk Management**

4.6.1 This report has no risk management implications.

## **5 Conclusions**

5.1 The consultation has been undertaken for Route 5 as described in the original Executive Board report. All correspondence was sent in good faith through the postal system. However a number of intended recipients in the Hyde Park area did not see the original correspondence and as a result were only able to raise issues concerning the proposals at a later date. These issues have been fully followed through by officers working with local members which has led to the modification of the scheme proposals in the environs of Woodhouse Moor as this report describes.

## **6 Recommendations**

6.1 Members of the Scrutiny Board are requested to note and comment on the content of this report.

## **7 Background documents**

7.1 The following background documents are appended to the report:

- i) Appendix 1 – Consultation Summary
- ii) Appendix 2 – Leeds Core Cycle Network Route 5

**Appendix 1**

**Consultation Summary**

## **Consultation Details – Leeds Core Cycle Network**

**Below is a list of all consultations relating to Leeds Core Cycle Network Route 5 and the Leeds Core Cycle Network as a whole where it includes Route 5**

**7<sup>th</sup> May 2009** – Consultation letters and feasibility drawings sent to Ward Members (City & Hunslet, Headingley, Horsforth, Hyde Park & Woodhouse and Kirkstall).

**7<sup>th</sup> and 14<sup>th</sup> May 2009** – Consultation letters and feasibility drawings sent to Emergency Services and Metro.

**June 2009** – Consultation letters, posters and leaflets sent to Community Groups and centres around the City, 68 in total were contacted.

Consultation letters and feasibility drawings also sent to:

Friends of Woodhouse Moor (no postal address was available. Additionally an online (Headingley.org) address for the group did not function so delivery was arranged via South Headingley Community Association.)

North Hyde Park Residents Association

South Headingley Community Association

Leeds Metropolitan University Cycle Network

University of Leeds

**June 2009 Bike Week**– The Core Cycle network played a central part in Bike Week 2009. A double page spread was included in the Bike Week leaflet and this was distributed widely to surgeries, libraries, schools, businesses etc Posters specific to Leeds Core Cycle Network were also included in the mail outs. All these events were promoted in Bike Week related literature and press releases. Press coverage included a double page spread in the Evening Post.

LCCN related Bike Week events included drop-in sessions in the Leonardo Building Reception and libraries and a stand in Millennium Square during 'Cycle Try-out sessions' All sessions were advertised on posters at venues and on the LCC website prior to them taking place. Outline design drawings were made available at drop-n sessions and on the LCC website.

**June 2009 – September 2010** – Feasibility and then Detailed Design drawings on internet for viewing by Ward Councillors

**17<sup>th</sup> June 2009** – Details presented to North West Inner Area Committee Transport Sub-group.

**June 2009** A link to the consultation was mounted on the Council's internet website through Talking Point.

**July 2009** – Further consultation with University of Leeds and Leeds Met University.

**16<sup>th</sup> October 2009 and 18<sup>th</sup> December 2009** Following substantial completion of detailed design the following frontages were consulted. A total of 112 frontages were consulted. Three responses were received from residents and two further responses were received from Royal Mail indicating delivery was not possible

In the Hyde Park the following frontagers were mailed:

231 Hyde Park Road  
1 to 29 Kensington Court (individual letters to each flat)  
161 Hyde Park Road

**16<sup>th</sup> October 2009** – Formal Section 23 Notice of establishment of a pedestrian crossing (site visit on 23/10/09 showed notice had been removed and was therefore replaced).

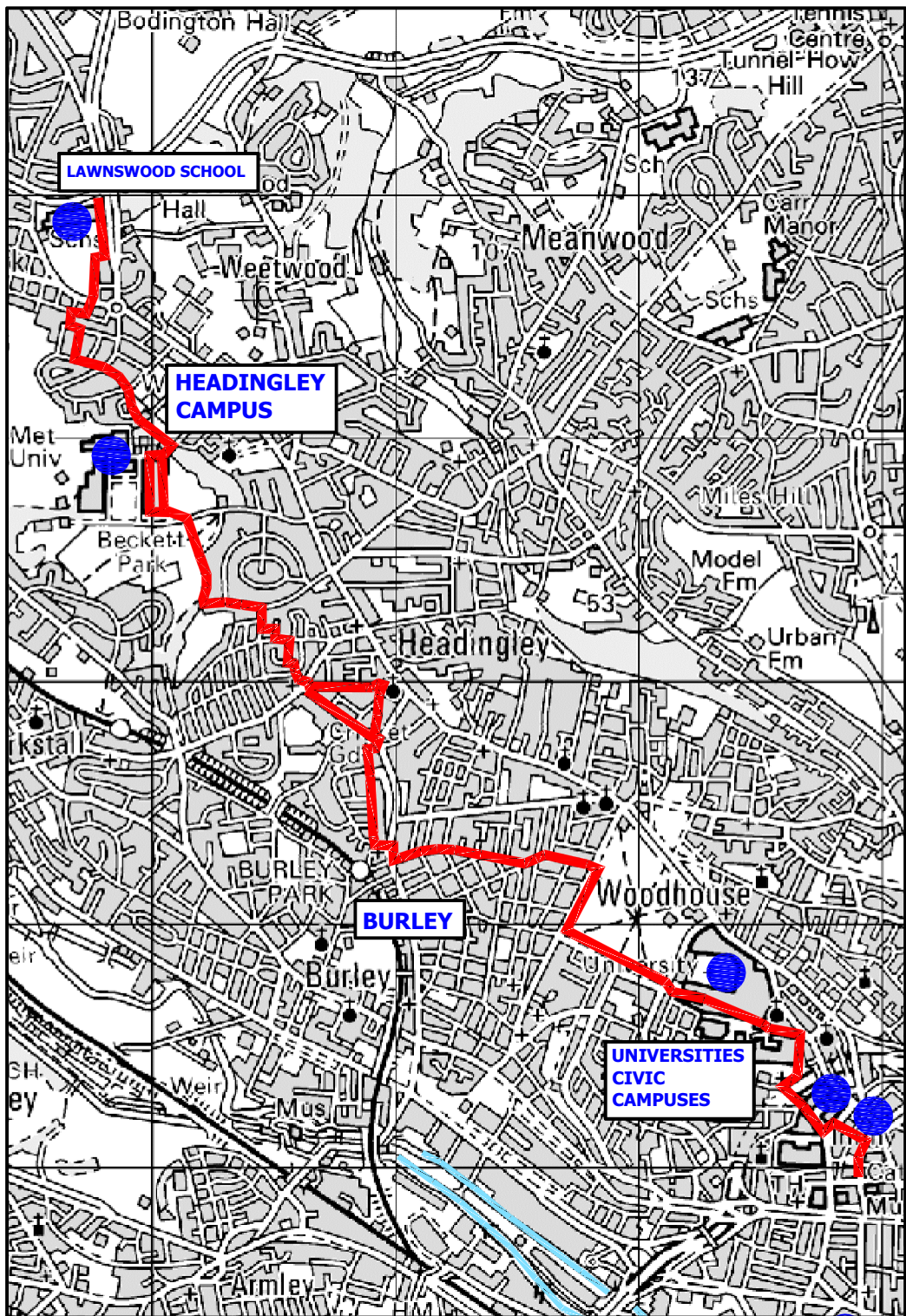
**5<sup>th</sup> March 2010** – Consultation email set to all affected Ward Members (City & Hunslet, Headingley, Horsforth, Hyde Park & Woodhouse and Kirkstall).



**Appendix 2**

**Leeds Core Cycle Network Route 5**

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**Report of the Director of Environment and Neighbourhoods**

**Report to Scrutiny Board Sustainable Economy and Culture**

**Date: 20 October 2011**

**Subject: Delivering community benefits through the Council's procurement and planning functions.**

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. The approach taken by the Council to secure employment and skills obligations through the procurement and planning functions of the Council has delivered a number of successes but this approach could be improved and strengthened. This report is aimed at prompting discussion that will inform a potential future approach.
2. The report provides examples of recent activity to secure employment and skills benefits from the Council's procurement and planning activity and identifies how this could be embedded through more effective communication of needs and opportunities within an agreed framework to increase the employment and skills training available to local people.
3. The report outlines some of the barriers to be overcome to maximise these opportunities and identifies the issues that the Scrutiny Board may wish to consider further to enable the Council to take this work forward.

**Recommendations**

4. Members of the Scrutiny Board are asked to:-
  - note the activity undertaken to date to work with contractors and developers to support local people to improve their skills and secure employment
  - comment on the proposed work to develop a more consistent approach and the key issues to be addressed.

## **1 Purpose of this report**

- 1.1 The Scrutiny Board has established an inquiry into how the Council uses its procurement and planning functions as an enabler of locally driven, sustainable economic growth that benefits both local people and local businesses.
- 1.2 The report provides examples of activity undertaken to secure community benefits such as employment and skills training opportunities and supply chain benefits from the Council's procurement and planning activity.
- 1.3 The report provides summary information on the key mechanisms through which developers and contractors are engaged and identifies how these could be embedded within a more consistent approach to increase the opportunities for local people and local businesses.
- 1.4 The report aims to prompt discussion to support the Board in its inquiry to shape the future approach within the Council.

## **2 Background information**

- 2.1 The recession and a slow recovery, has reduced the number and type of jobs that are available to local people and this has had a disproportionate impact on the most disadvantaged groups. The Council is well placed as both a buyer of goods and services and as the local planning authority to promote the employment and skills agenda. There are a number of examples of good practice where greater access has been secured for local people to jobs and training opportunities and sub-contracting opportunities for local businesses through the Council's procurement and planning functions. A strategic framework which supports a systematic and seamless approach would have the potential to create access to more opportunities that could benefit the city.
- 2.2 The Council's Employment and Skills service has established Employment Leeds, an initiative to improve employer engagement. This brings together services and partner agencies to provide a single point of contact for employers and a more coherent offer to skills training and employment support services. Employment Leeds is well placed to respond to and support developers and end users of developments and businesses contracting with the Council to deliver on the employment and skills obligations.
- 2.3 The Employment Leeds core team is currently supporting the delivering of employment and skills and supply chain obligations on a number of high value contracts and S106 Planning Agreements where these requirements had been introduced by the Procurement and Planning services. Examples are included at Appendix 1 for information.

## **3 Planning Obligations**

- 3.1 New development often creates a need for additional infrastructure or improved community services and facilities, without which there could be a detrimental effect on local amenity and the quality of the environment. Planning Obligations are the mechanism used to secure these measures and are intended to make acceptable development which would otherwise be unacceptable in planning terms. The Board

will be familiar with the use of obligations relating to the provision of green space, improvements to the public realm and affordable housing.

- 3.2 Planning obligations can require specific operations or activities to be carried out in relation to the land and secured pursuant to Section 106 of the 1990 Town and Country Planning Act (as amended) and the Planning & Compulsory Purchase Act 2004 and are often private agreements negotiated, usually in the context of planning applications, between the local planning authority and persons with an interest in the land (Section 106 Agreement).
- 3.3 There are no hard and fast rules about the size and type of development that should attract planning obligations however under the provisions of the Planning & Compulsory Purchase Act 2004, outlined in more detail in Circular 05/2005, Local Planning Authorities can, in determining planning applications, only secure planning obligations where it can be demonstrated that the obligations are:
- Necessary (to make a proposal acceptable in planning terms)
  - Relevant to planning
  - Directly related to the proposed development
  - Fairly and reasonably related in scale and kind to the proposed development
  - Reasonable in all other respects.
- 3.4 S106 obligations on employment, skills training and supply chain opportunities have been applied to a number of applications and work has been undertaken to improve the model agreements to enable their use where it most appropriate to pursue these with developers. Scrutiny Board may wish to explore key criteria which would guide when such S106 obligations or charges on the development are applied. For example these may include:-
- The employment generation potential of the development i.e. the number of jobs created during construction and end use
  - The type of jobs that the end user will generate i.e. specific sectors and skill levels – entry level jobs in construction, retail, hospitality health and social care.
- 3.5 In addition to the above work, the Employment Leeds team aims to work closely with colleagues in the Planning service to promote the support services available to business by providing awareness training for planning officers to enable effective signposting where appropriate to applicants.

## **4 Procurement**

- 4.1 Annually, the council spends in excess of £400 million on buying in goods, works and services. Smaller value contracts are generally managed by the individual directorates and larger value contracts (above the EU thresholds) are generally managed by the Procurement Unit.
- 4.2 Sustainable procurement, that is using the Council's buying power to secure social, economic and environmental objectives in ways that offer real long term benefits, already forms part of Council policy. There are good examples of how employment, skills and supply chain obligations have been included in contracts such as the Leeds Arena development and the PFI Housing programme. However further work is required to place jobs and skills at the core of procurement and contracting

procedures, not just for capital and construction projects, but for other goods and services too.

- 4.3 All public procurement is required to achieve value for money and is subject to the UK regulations implementing the EU Public Procurement Directives, and the overriding principles of the EC Treaty. The EU procurement rules aim to ensure a level playing field for suppliers from the UK and other member states. It is permissible to address requirements for employment and skills in public procurement processes, so long as these requirements are relevant to the contract, proportionate, do not compromise value for money, and do not unfairly discriminate against prospective contractors.
- 4.4 There are opportunities to embed employment, skills and supply chain requirements at a number of stages in the procurement process in a number of ways from the use of specific clauses leading to a contractually agreed set of outputs and outcomes; voluntary agreements with existing contractors to secure commitments over a period of time with support; and promoting good practice through continuing customer – supplier relationships. It should be recognized that such additional outputs or benefits are likely to come at cost to the procurement.
- 4.5 Different approaches may be required on contracts for different types of goods and services, length and lifetime values. Scrutiny Board may wish to explore these issues further taking account of:-
- The legislative framework
  - The maturity and strength of the provider market
  - The technical and professional abilities required to deliver the contract and local skills needs
  - Contracts values – thresholds at which different approaches are applied
  - The inclusion of other social, environmental and economic benefits within the contract
  - The costs and benefits – the ability for contractor to absorb the cost or whether these will be passed onto the Council or where these can be met through other local support initiatives.
- 4.6 In addition to the above work, the Employment Leeds team will work closely with colleagues in the Procurement and Planning services to promote the support services available to business by providing awareness training for officers to enable effective signposting where appropriate.

## **5 Proposed Approach**

- 5.1 Scrutiny Board will wish to consider how it proceeds based on the evidence it considers throughout the inquiry but experience from elsewhere suggests the following framework and specific elements would support an improved approach where employment, skills and supply chain benefits are embedded as a core consideration throughout the discharge of the Council's procurement and planning functions.
- 5.2 Policy Framework and Charter. The production of a policy framework and charter would clearly set out the rationale and economic business case for seeking employment, skills and supply chain benefits to a wider audience. It would demonstrate the Council's commitment to supporting local economic growth by



supporting increased opportunities for local businesses and increased access to local skills and employment opportunities.

- 5.3 Toolkit. The development of a toolkit for commissioning managers within services, the procurement and planning officers would support consistent implementation. This could include model documents, template employment and skills and supply chain clauses, work flow / process maps to support decision making and clarify roles and responsibilities and signposting for advice and support. Documentation could be made available on line to supplement training and awareness sessions.
- 5.4 Guidance and Advice and Examples. Written guidance could be made available to planning applicants and those tendering for Council contracts setting out the Council's aims and objectives and how to comply with the policy and process and examples of good practice. This could also include information on the support available through Employment Leeds which would co-ordinate local supply side (skills and employability support to people) and demand side (aligning activity to meet employers needs) interventions. Contact information could also be supplied on SMEs that have registered an interest in supply chain opportunities.
- 5.5 Monitoring. Systems will need to be put in place to monitor the implementation and impact of the policy framework and toolkit. A monitoring systems would need to ensure that the policy was being applied, where it was successful or otherwise and the benefits that flow from its application through routine reporting. The opportunity to collate feedback from users and periodically review this to ensure that the policy and its application remain fit for purpose would be required. However, further consideration needs to be given to the monitoring and enforcement requirements and any sanctions that might apply at the individual schemes level if this is to be effective.

## **6 Corporate Considerations**

### **6.1 Consultation and Engagement**

- 6.1.1 Consultation and engagement with a wide range of stakeholders would be an integral part of the development work to shape and bring forward detailed proposals for approval to ensure these meet the business needs of the Council and the City. This would include developers and business leaders.

### **6.2 Equality and Diversity / Cohesion and Integration**

- 6.2.1 In August 2011, there are 64,650 benefit claimants of working age in Leeds including 23,980 who are actively seeking work of which 7,194 were aged between 18-24 years. Evidence from the last recession and the current data indicates that increased unemployment has disproportionately impacted on those neighbourhoods with the highest levels of claimants. Targeted support to enable those seeking skills training and paid work will reduce the benefit claim period, help local people develop the skills to secure, stay and progress in work and improve their lives. Employment and skills obligations should include minimum levels to be achieved and be targeted to specific communities and claimant groups as well as cohorts of young people engaged in employability and skills programmes.

### **6.3 Council Policies and City Priorities**

- 6.3.1 The existing activity and the proposed approach will contribute to the achievement of targets in both the Sustainable Economy and Culture Partnership and Children and Young People's City Priority Plans by increasing the skill levels of local people required by businesses in the City and by increasing the number of people in employment, apprenticeships and learning.

### **6.4 Resources and Value for Money**

- 6.4.1 The proposed policy framework and toolkit can be developed and implemented within the Council's existing resources. The impact of introducing employment and skills obligations on contractors and developers will need be considered over the short, medium and long term and in the context of prevailing economic conditions; the strength of targeted sectors within the economy; the strength of the provider market; and the need to balance any gains with the requirement to demonstrate value for money and secure efficiencies through the procurement process.

### **6.5 Legal Implications, Access to Information and Call In**

- 6.5.1 Activity to secure employment and skills obligations must comply with and not contravene the EU and UK legislative framework on procurement and guidance issued by the Secretary of State on the use of Planning Obligations.

### **6.6 Risk Management**

- 6.6.1 A risk management assessment will be undertaken as part of the feasibility work to develop these proposals.

## **7 Conclusions**

- 7.1 There is a strong business case to drive investment in skills training through the Council's relationship with developers, investors and deliverers of Council contracts. There would be clear benefits for individuals, businesses and the local economy, however, this must be achieved with policy and legislative frameworks governing procurement and planning and balanced against the need to obtain value for money and continued investment in Leeds.

## **8 Recommendations**

- 8.1 Members of the Scrutiny Board are asked to:-
- note the activity undertaken to date to work with contractors and developers to support local people to improve their skills and secure employment
  - comment on the proposed work to develop a more consistent approach and the key issues to be addressed

## **9 Background documents**

- 9.1 Promoting Skills through Pubic Procurement. Office of Government Commerce  
<http://www.ogc.gov.uk/documents/Promotingskillsthroughpublicprocurement.pdf>

- 9.2 Joint statement on access to skills, trade unions and advice in government contracting <http://www.bis.gov.uk/assets/biscore/corporate/docs/c/co-joint-statement.pdf>
- 9.3 Planning Obligations: Practice Guidance. Department for Communities and Local Government  
<http://www.communities.gov.uk/publications/planningandbuilding/planningobligationpractice>

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Employment Leeds – Supporting the Delivery of Employment and Skills Obligations

Procurement

Contract	Contractor	Value/Scope	Outputs	Employment Leads Input	Progress to date
Build and management of Leeds Arena	BAM	£50m	<p>The headline targets are detailed below. The majority of these will be recruited in 2012.</p> <p>48 people weeks equivalent of work experience for 16-17 year olds</p> <p>96 people weeks equivalent of work experience for 18+ years/ those with level 1 plus qualification</p> <p>Safeguarding and completion of 30 existing apprentices / 364 people weeks</p> <p>60 new apprentices initiated by the project / 396 people weeks</p> <p>18 Project Initiated Higher Level Skills (e.g. graduate trainees)</p> <p>80 staff will be required to complete a health and safety test</p> <p>110 staff will be trained to have an updated or new Construction Skills Certification Card</p> <p>50 staff will be initiated on NVQ training to boost existing skills or complete their NVQ on Leeds Arena</p> <p>80 new roles for local residents (e.g. new jobs) through job centre plus or equivalent schemes</p> <p>22 new roles for residents closest to the site (Little London, City and Hunslet inc through job centre plus or equivalent schemes)</p> <p>110 local construction jobs safeguarded as a consequence of the construction</p>	<p>Promoting the up-skilling of the contractor’s and sub-contractor’s workforce and jobs and apprenticeships to local people during the construction and operation of the site on completion.</p> <p>Promoting future opportunities through community engagement events.</p> <p>Aligning public sector resources to support the delivery of skills and employment initiatives.</p> <p>Input to monthly contract monitoring meetings regarding employment and skills outputs and remedial actions where required.</p>	<p>3 community engagement events have been scheduled to raise awareness of the development, job and apprenticeship opportunities. These will take place on:</p> <ul style="list-style-type: none"> <li>• 8 Nov 3pm - 4:40 at Tiger11 LS11 8ND</li> <li>• 15 Nov 3pm - 4:30pm at Shine LS8 5HS</li> <li>• 22 Nov 3pm - 4:30pm at Little London Primary School LS7 1SR.</li> </ul> <p>2 x Cleaning Operatives vacancies have been released and these have been promoted through Jobshops.</p>

Contract	Contractor	Value/Scope	Outputs	Employment Leeds Input	Progress to date
Little London Beeston Housing PFI Programme	To be identified	£140-145 million initial capital investment over the next 3-4 years	The proposed Preferred Bidder anticipates that their proposals will lead to: 160 existing jobs safeguarded within the local economy 187 new skilled posts created through operational works plus 33 through services delivery. Over the project lifetime the following will be achieved: 41 Level 1 training outputs 80 Level 2 training outputs or apprenticeships, and 48 placement opportunities will be provided during the works period.	Input to specification and evaluation of tenders.  Further input to be agreed	Awaiting final approval and sign off by DCLG. Anticipated start date April 2012.
Residual Waste Management Facility	To be identified	Approx £600m	340 jobs in construction phase at peak 50 operational staff employed 25 apprenticeship opportunities over the life of the contract i.e. one per year.	Input to specification and to the evaluation of tenders. Further input to be agreed	Procurement Process ongoing
Council House Build/Affordable Housing	Keepmoat	£2.2million. Supported housing development of 25 homes on 3 sites in West Leeds..	The Development Agreement requires links to be made to local colleges and youth organisations and training initiatives. They will endeavour to provide local training and employment opportunities across all three sites, based on: 2 apprenticeships 10% of the labour being drawn from the local area 25% of sub-contractors being based in Leeds 25% of sub-contractors coming from West Yorkshire or within 25 miles of the development site	Support provided to recruit construction apprentices and supply chain opportunities.  Programme to support recruitment to enable local people to access jobs submitted to the developer.	'Meet the Contractor' open day held in September which provided local contractors with an opportunity to express an interest in sub-contacting. 40 expressions of interest were submitted. Update awaited on appointments.

<b>Contract</b>	<b>Contractor</b>	<b>Value/Scope</b>	<b>Outputs</b>	<b>Employment Leeds Input</b>	<b>Progress to date</b>
Woodhouse Car Park	To be identified	£3.8million refurbishment	To be discussed and agreed with Provider.	Development of a Employment & Skills Plan specific to this contract and monitoring arrangements to ensure implementation in accordance with the agreed plan .	Procurement process ongoing
Middleton Park Visitor Centre	To be identified	£800,000		Development of a Employment & Skills Plan specific to this contract and monitoring arrangements to ensure implementation in accordance with the agreed plan .	Procurement process ongoing
Morley and Pudsey Town Hall refurbishment	To be identified	£300,000 for Morley Town Hall. Pudsey is second phase.		Development of a Employment & Skills Plan specific to this contract and monitoring arrangements to ensure implementation in accordance with the agreed plan .	Procurement process ongoing

## Planning Applications

Application Ref no	Applicant/ Developer	Development	Site	Ward	Site Open	Outputs	Comments / Position Statement
10/04190/OT Approved	Land Securities Group PLC	Outline application for extensions for 3,898 sq. m. retail, restaurants and cafe floorspace.	White Rose Shopping Centre Dewsbury Road LS11	Morley North	Dec11/12	240 jobs	Section 106 Agreement includes employment initiatives  Recruitment Support Programme has been submitted and is currently being considered by the Company
11/00463/FU Approved	Land Securities Group PLC	Demolition and construction of new and remodelling / refurbishment of existing retail and office space to create Trinity Leeds	Albion Street Leeds LS1	City & Hunslet	Spring 2012	1,000 Construction and 3,000 retail jobs	Section 106 Agreement includes employment and supply chain initiatives.  Discussions underway on support for skills training and job brokerage for opportunities available from January 2012 and a wider programme relating to the Retail Academy.
11/03823/CO ND 08/06093/FU Approved	Hammerson PLC	Multi level development comprising offices, fitness centre and retail and car parking in two phases	Eastgate Quarter Junction Of Eastgate And New York Road Quarry Hill Leeds	City & Hunslet		4,000 retail and leisure jobs	Section 106 Agreement includes employment and supply chain initiatives.  Initial meeting held with Hammerson's to identify employment opportunities and agree support activity.



Application Ref no	Applicant/ Developer	Development	Site	Ward	Site Open	Outputs	Comments / Position Statement
09/02589/FU  Approved	ASDA	Detached retail unit, detached office/warehouse, petrol filling station with access.	Land at St Georges Road, Middleton, LS10	Middleton	Summer 2013	210 jobs	Section 106 agreement includes employment and supply chain opportunities. Construction start date in 6 -8 months. Recruitment to commence in 12-15 months for 350 jobs. Discussions ongoing to support recruitment on up to 60% of jobs by local long term unemployed.
10/04404/FU To be determined	TESCO Stores LTD	Erection of retail store with car parking.	Junction Of Moorhouse Avenue And Old Lane Beeston Leeds LS11	Beeston & Holbeck	2012	300 jobs	Section 106 Agreement includes employment initiatives Discussions ongoing on the provision of skills support and job brokerage to enable local people to access job opportunities.
10/04815/FU To be determined	TESCO Stores LTD	Retail store, with car parking	King Lane Moortown LS17	Moortown	2012	15 jobs	Discussions ongoing on the provision of skills support and job brokerage to enable local people to access job opportunities.
11/00897/RM 07/07851/OT 24/192/00/OT Approved	TESCO Stores LTD	Retail store and 30 flats and 16 affordable homes	Tesco Farnley Stonebridge Lane	Farnley & Wortley	2012	400 jobs	Discussions ongoing on the provision of skills support and job brokerage to enable local people to access job opportunities.
11/02100/FU  T o be determined	TESCO Stores LTD	Retail store	Express Burley Road	Hyde Park & Woodhouse	2012	15 jobs	Discussions ongoing on the provision of skills support and job brokerage to enable local people to access job opportunities.

Application Ref no	Applicant/ Developer	Development	Site	Ward	Site Open	Outputs	Comments / Position Statement
11/02744/FU  To be determined	ALDI UK	Single storey retail food store and car parking.	Middleton Arms Middleton Park Road Middleton Leeds LS10	Middleton	2012-13	20 jobs	Work ongoing to agree a work programme to support local people to secure jobs.
11/00318/OT	St James Securities Ventures Ltd	3 storey private hospital and B1, B2 and B8 units t	Land off Coal Road and Ring Road, LS14.	Killingbeck and Seacroft		To be agreed	Section 106 Agreement includes employment and supply chain opportunities. Employment opportunities will be sought during construction and in the end use support and ancillary roles.
11/00319/FU	St James Securities Ventures Ltd	Detached DIY store with associated car parking	Land off Coal Road and Ring Road, LS14.	Killingbeck and Seacroft		To be agreed	Section 106 Agreement includes employment and supply chain opportunities. Employment opportunities will be sought during construction and in the end use.

## Report of the Head of Scrutiny and Member Development

### Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 20<sup>th</sup> October 2011

### Subject: Development Directorate: 2011/12 Budget - Financial Position

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

## 1.0 Introduction

- 1.1 At the 22<sup>nd</sup> of September meeting the Scrutiny Board (Sustainable Economy and Culture) asked to receive regular budget updates on the 2011/12 budget position for the City Development Directorate.
- 1.2 A report is attached which gives the financial position for City Development Directorate at period 5.
- 1.3 This report includes the Corporate Leadership Team report by service showing income, expenditure and the total over or under spend for the period.

## 2.0 Recommendations

- 2.1 Members are asked to comment on and note the report.

### Background Papers

None used

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## CITY DEVELOPMENT DIRECTORATE: 2011/12 BUDGET – PERIOD 5 REPORT

### 1.0 Introduction

This report sets out the financial position for City Development Directorate for Period 5.

### 2.0 Overall Summary

The Period 5 position for City Development Directorate shows a projected overspend of £1.347m. This is similar to the position at Period 4 (£1.236m). The major budget pressures continue to be planning and building fee income, markets income, planning appeal costs and staffing in some service areas. The projection assumes proposed budget saving plans will be implemented to largely offset these pressures and also assumes further staff will leave the directorate under the corporate Early Leaver Initiative scheme. However, in order to achieve the year end projection further savings will need to be identified and a full review of possible savings and other actions is currently being agreed with each service area.

### 3.0 Explanation of the Projected Overspend

The main reasons for the projected overspend are an overspend on staffing of £0.48m based on current staffing numbers, known leavers and assumed further leavers from the corporate ELI scheme, additional costs of £0.35m arising from ongoing planning appeal cases, legal costs of £0.1m and an overall shortfall in income of £0.97m. These are offset by other net savings of £0.56m.

Good progress continues to be made in implementing savings and budget actions included in the 2011/12 budget. These include significant reduction to the staffing budget, rationalisation of Sport and Library buildings, reduction in Highways spend, energy and procurement efficiency savings, reduction to contributions to external organisations and additional income generation proposals

The continuing poor economic outlook is, however, having an impact and achieving the Directorate's £94m income target is proving to be a challenge. Based on current trends a shortfall is projected. It is possible that the situation could improve later in the year but there is currently no real suggestion that this will be the case and income projections reflect this position. The projected variation by Service is shown below:

<u>Projected Variation by Service:</u>	£000s
Planning and Sustainable Development	1,452
Economic Development	12
Asset Management	641
Highways and Transportation	(484)
Libraries, Arts and Heritage	(226)

Recreation Services	339
Resources and Strategy	<u>(389)</u>
	1,347

The main projected variations are shown below and clearly show that the main budget issue is the projected shortfall in income in a number of areas.

Major Projected Budget Variations:

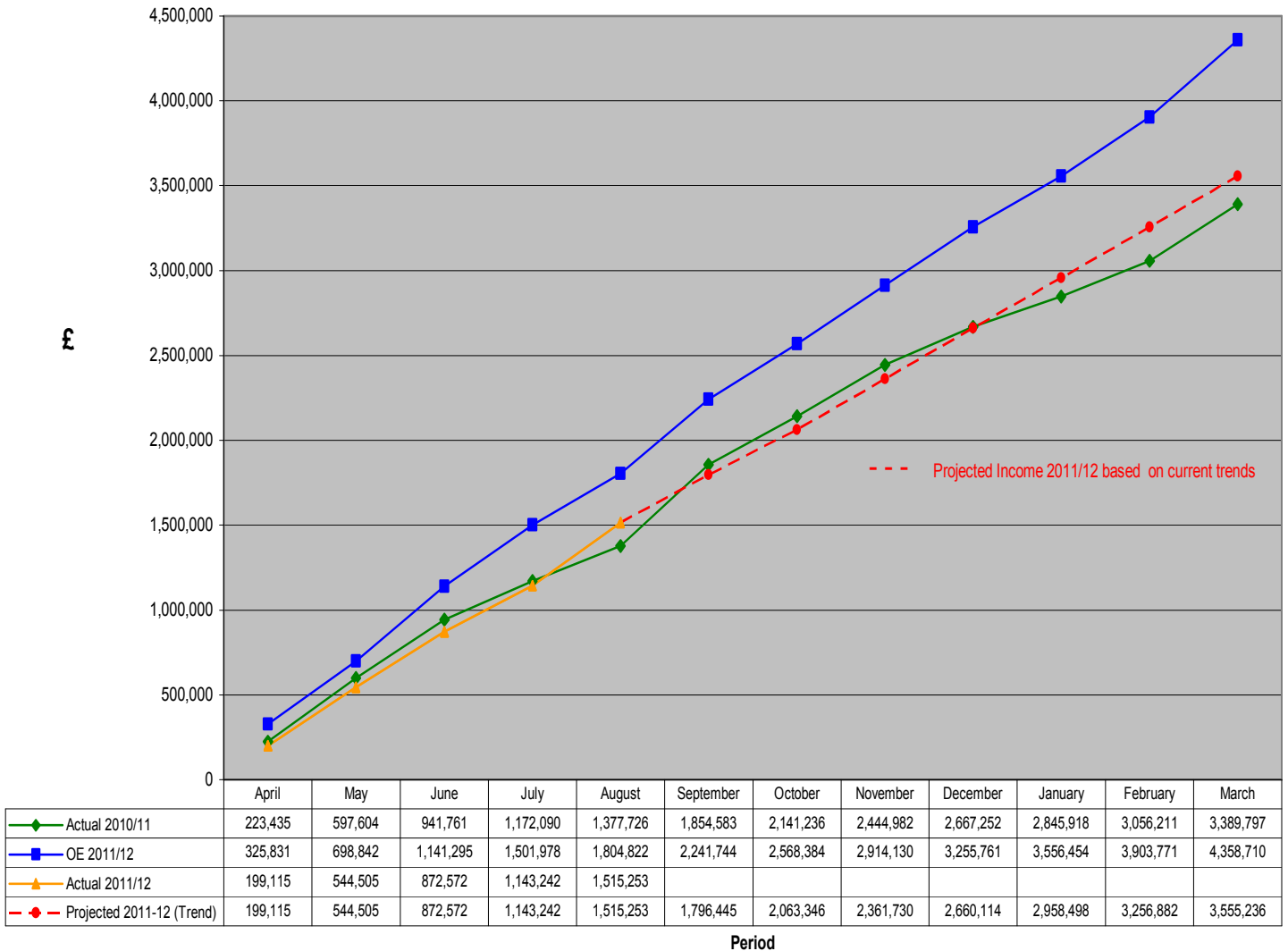
	£000s
Staffing	480
Building Fees shortfall	371
Planning Fees shortfall	618
Planning appeal costs (net of £200k provision)	350
Energy costs (mainly highways)	509
Advertising income shortfall	491
Markets income	359
ADS/Client services income shortfall	160
	3,338
<u>Offset by:</u>	
Supplies and Services savings	(402)
Transport savings	(213)
Premises savings	(423)
Other net variations (mainly additional income)	(953)
<b>Total</b>	<b>1,347</b>

**Income**

The projected outturn at Period 5 for income includes the additional grant of £1.84m for pot hole repairs for which a virement is required to inject the additional expenditure and income. Allowing for this there is an overall projected shortfall of £0.97m.

All income targets were reviewed as part of the 2011/12 budget process but in some cases income levels are falling short of the revised targets. The most significant shortfalls are projected to be on Planning and Building fees. At period 5 the combined shortfall is £256k, the projected shortfall for the year is forecast to be just under £1m. The graph over the page shows the position to date for planning and building fee income. The budget assumed that there will be an increase in the amount collected in 2011/12 over that in 2010/11 but so far the signs are that this will not be the case and the service has yet to experience an increase in major planning applications which is where the majority of the fee income is from.

## Planning and Building Fee Income (Cumulative)



On the whole income in Sport is expected to be in line with budgets and Bodyline income is holding up well.

Other income variations include a shortfall in Markets income of £359k which is a reflection of reduced occupancy levels at Kirkgate Market and a £160k shortfall in Architectural Design Services and Client Services income reflecting lower workloads than assumed in the budget. The 2011/12 budget included additional income of £500k to be raised from new advertising opportunities in the City. A number of new sites have been identified and proposals are being developed with 9 new sites currently being progressed but due to highways, planning and other issues it is currently assumed that the majority of this income will not be received in 2011/12.

There are a number of other income risk areas that are currently projected to achieve the budget. These include income from charging for events such as for Opera in the Park and Classical Fantasia and whilst there maybe a

shortfall against original budget assumptions for these additional commercial events have been introduced this year and overall it is expected that income assumptions will be met.

## **Staffing**

The 2011/12 budget includes challenging saving targets for staffing. Staffing levels in the Directorate reduced by 229 Full Time Equivalents (FTEs) in 2010/11 and the 2011/12 budget assumes a further reduction of 67 FTEs from the position as at 1<sup>st</sup> April 2011. It is envisaged that this reduction will be achieved through a combination of managing vacancies, new Early Leaver Initiative business cases and restructures in some services. Whilst a significant proportion of the staffing savings have been achieved, mainly through the ELI exercise in 2010/11, further actions are still required to deliver the full savings. Currently it is projected that staffing will overspend the budget by £0.48m, mainly because the saving assumed in the budget on weekend enhancements in Sport are now unlikely to be made. The staffing projection assumes that additional staff will leave through the ELI. To the end of August there have been 162 expressions of interest in the scheme and Human Resources staff are working closely with service managers to prioritise progressing business cases for staff who wish to leave before the 31<sup>st</sup> December and therefore maximize the saving in 2011/12.

Control measures to actively manage staffing continue to be exercised in the directorate.

## **Operational Budgets**

As shown above, savings are anticipated on operational budgets.

### **Premises Costs**

There is a projected underspend of £423k on premises costs, excluding the £509k overspend on energy costs. A pressure of £400k is anticipated in Highways and Transportation as a result of a larger increase in the Street Lighting energy contract than was anticipated in the budget. There is also a risk that the energy savings assumed in the budget are not achieved. The majority of savings anticipated from the rationalisation of Sport and Library facilities will be achieved.

### **Supplies and Services**

Savings in supplies and services are now expected to be delivered in most services to help offset other budget pressures. The cost of planning appeals was a major budget pressure in 2010/11 and will continue to be an issue in 2011/12 as costs for some cases have still be finalised and charged, the outcome of other cases is still unknown. A provision of £200k was made in the 2010/11 accounts where the outcome and amount was known but it is projected that there could be additional costs of £350k over and above the



budget provision. All services are committed to reviewing spend on supplies and services spend to identify additional savings.

#### Transport

Savings of £213k are anticipated across the Directorate, with these mainly in Highways and Transportation from reduced spend on plant and fuel.

#### 4.0 **Other Issues**

Options for further savings and opportunities for generating additional income are currently being discussed and assessed in the directorate. There is a risk that budget actions currently assumed to be achieved will be delayed or will realise a lower level of saving. There is also a risk that income shortfalls and workloads worsen depending on the future economic position.

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**Financial Management System (FMS Leeds)**

**Corporate Leadership Team (CLT) Report by Service**

**Reporting Period Period 5**

**Directorate City Development**

Traffic Light	Service	Chief Officer	(Under) / Over Spend for the current period										Total Under /Overspend £000	Previous Month (Under) / Overspend £000			
			Staffing £000	Premises £000	Supplies & Services £000	Transport £000	Internal Charges £000	Payments to External Bodies £000	Transfer Payments £000	Capital Expenditure £000	Total Expenditure £000	Income £000					
<b>R</b>	Planning and Sustainable Development	Chief Planning and Sustainable Development Officer	154	(20)	109	42	42	0	0	0	0	0	0	327	1,125	1,452	1,441
<b>G</b>	Economic Development	Chief Economic Development Officer	(1)	8	(208)	4	10	0	0	0	0	0	(187)	199	12	(5)	
<b>R</b>	Asset Management	Chief Officer Asset Management	220	7	(32)	(24)	(37)	0	(1)	0	0	0	133	508	641	547	
<b>G</b>	Highways and Transportation	Chief Officer Highways and Transportation	(67)	23	(39)	(279)	382	0	0	0	0	7	27	(510)	(484)	(484)	
<b>G</b>	Libraries, Arts and Heritage	Chief Libraries, Arts and Heritage Officer	(522)	166	(185)	43	12	0	0	0	0	0	(486)	260	(226)	(225)	
<b>R</b>	Recreation	Chief Recreation Officer	739	(99)	313	7	14	1	(67)	0	0	0	909	(570)	339	352	
<b>G</b>	Resources and Strategy	Chief Officer Resources and Strategy	(44)	0	(360)	(6)	20	0	0	0	0	0	(390)	2	(388)	(389)	
<b>R</b>	<b>Total</b>		<b>480</b>	<b>85</b>	<b>(402)</b>	<b>(213)</b>	<b>443</b>	<b>1</b>	<b>(68)</b>	<b>7</b>	<b>333</b>	<b>1,014</b>	<b>1,347</b>	<b>1,236</b>			

**R** Where the difference between the current budget and the projected year end spend figures is greater than 10% ( and above £250 ) or £50000

**A** Where the difference between the current budget and the projected year end spend figures is greater than 5% ( and above £100 ) or £25000

**G** Where the difference is below the threshold set for an amber traffic light so below 5% and £25000

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## Report of the Head of Scrutiny and Member Development

### Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 20<sup>th</sup> October 2011

#### 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

#### 1 Purpose of this report

- 1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the forthcoming municipal year.

#### 2 Main Issues

- 2.1 A draft work schedule is attached as appendix 1. The work programme has been provisionally completed pending on going discussions with the Board. The work schedule will be subject to change throughout the municipal year.
- 2.2 Also attached as appendix 2 is the Council's current Forward Plan relating to this Board's portfolio.

#### 3. Recommendations

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

#### 4. Background papers

- 4.1 None used

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## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	June	July	August
<b>City Centre Development/Promoting economic growth in the City</b> <i>(Inquiry into how developments in Leeds are bringing skills, and training and jobs to local people)</i> .	Consider potential scope of review SB @ 10am		
<b>Reducing CO2 emissions in the Local Authority Estate</b>	Consider potential scope of review SB @ 10am		
<b>The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure</b>	Consider potential scope of review SB @ 10am	Initial discussion on the West Yorkshire Local Transport Plan and the Leeds Implementation Plan -SB	
<b>The City's cultural development</b> <i>(Inquiry into the engagement of young people in culture, sporting and recreational activities)</i>	Consider potential scope of review SB @ 10am	Agree terms of reference - SB	
<b>Board initiated piece of Scrutiny work (if applicable)</b>  <i>Bowling Pitch Strategy</i>	Consider potential areas of review		
<b>Budget &amp; Policy Framework Plans</b>			
<b>Recommendation Tracking</b>			
<b>Performance Monitoring</b>			

Key: SB – Scrutiny Board (Sustainable Economy and Culture) Meeting

WG – Working Group Meeting

## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	September	20 <sup>th</sup> October	1 <sup>st</sup> December
City Centre Development/Promoting economic growth in the City ( <i>Inquiry into how developments in Leeds are bringing skills, and training and jobs to local people</i> ).	Agree Terms of Reference for Inquiry	Evidence gathering –session 1	
Reducing CO2 emissions in the Local Authority Estate			Consider potential areas for Scrutiny
The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure	Discussion on the Leeds Implementation Plan and determine areas for further Scrutiny		Agree terms of reference for Inquiry
The City's cultural development ( <i>Inquiry into the engagement of young people in culture, sporting and recreational activities</i> )	Evidence gathering - session 1		Evidence gathering - session 2
Board initiated piece of Scrutiny work (if applicable)			
<i>Bowling Pitch Strategy</i>			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring			

Key: SB – Scrutiny Board (Sustainable Economy and Culture) Meeting

WG – Working Group Meeting



## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	26 <sup>th</sup> January	23 <sup>rd</sup> February	22 <sup>nd</sup> March
City Centre Development/Promoting economic growth in the City ( <i>Inquiry into how developments in Leeds are bringing skills, and training and jobs to local people</i> ).	Evidence gathering – session 2	Evidence gathering – session 3	
Reducing CO2 emissions in the Local Authority Estate			
The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure	Evidence gathering – session 1	Or Evidence gathering – session 1	Evidence gathering – session 2
The City's cultural development ( <i>Inquiry into the engagement of young people in culture, sporting and recreational activities</i> )	Evidence gathering - session 3 Formulation of recommendations and conclusions		
Board initiated piece of Scrutiny work (if applicable) <i>Bowling pitch strategy</i>			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring	City Priority Plans		

## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	19 <sup>th</sup> April	May	
City Centre Development/Promoting economic growth in the City ( <i>Inquiry into how developments in Leeds are bringing skills, and training and jobs to local people</i> ).	To consider draft final report		
Reducing CO2 emissions in the Local Authority Estate			
The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure	Evidence Gathering - Session 3		
The City's cultural development ( <i>Inquiry into the engagement of young people in culture, sporting and recreational activities</i> )	To consider draft final report		
Board initiated piece of Scrutiny work (if applicable)			
Budget & Policy Framework Plans <i>Bowling pitch strategy</i>			
Recommendation Tracking			
Performance Monitoring	City Priority Plans		



**FORWARD PLAN OF KEY DECISIONS**  
(relating to Sustainable Economy and Culture Scrutiny Board)

1 October 2011 – 31 January 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)
<p>Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority to: Approval of the supporting document for Leeds setting out details of the strategy and implementation proposals for Leeds included in the West Yorkshire Local Transport Plan.</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/10/11</p>	<p>The document sets out issues and proposals that have been consulted on as part of the Local Transport Plan preparation process which has included Members and stakeholders</p>	<p>Delegated decision report</p>	<p>andrew.hall@leeds.gov.uk</p>

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Design and Cost Report - ADDITIONAL HIGHWAY STRUCTURES CAPITAL MAINTENANCE, ASSESSMENT AND STRENGTHENING 2011/12 Capital Scheme Number: 99609</p> <p>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</p>	Chief Officer (Highways and Transportation)	1/10/11	: Internal, members	Design and Cost Report	carolyn.walters@leeds.gov.uk
Employee Sport Restructure To agree a new structure for the sport service	Director of City Development	1/10/11	Staff/Trade Unions	Delegated Decision Report	Richard Mond, Chief Recreation Officer richard.mond@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Long Term Burial Supply in the North East of the City, Whinmoor Grange Informal Planning Statement and Design Cost Report for Scheme no 1358/WHN</p> <ul style="list-style-type: none"> <li>• inform Executive Board of the outcome of the consultation on the Draft Informal Planning Statement for Whinmoor Grange;</li> <li>• seek approval to the revised Informal Planning Statement as a guide to future potential development proposals for the site;</li> <li>• subject to Executive Board's approval of the revised Informal Planning Statement, incur expenditure of £358,752 from scheme 'Cemetery Exts City Wide 1358' for construction works in relation to the development of a 5 acre cemetery at Whinmoor.</li> </ul>	Executive Board (Portfolio: Leisure)	12/10/11	Revised Planning Statement reissued to all consultees	The report to be issued to the decision maker with the agenda for the meeting	jane.cash@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
South Bank Planning Statement and City Centre Park Approve South Bank Planning Statement	Executive Board (Portfolio: Development and Regeneration)	12/10/11	Statutory consultation has been carried out following Executive Board in July 2010	The report to be issued to the decision maker with the genda for the meeting	chris.briggs@leeds.gov.uk
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)	2/11/11	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

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment</p> <p>Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1<sup>st</sup> March 2012 with the option to extend for a further 2 years if so required.</p>	<p>Director of City Development</p>	<p>1/2/12</p>	<p>Parks and Countryside, Procurement Unit.</p>	<p>Tender Returns</p>	<p>Martin Farrington, Director of City Development martin.wright@leeds.gov.uk</p>



## **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**

<b>Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be considered by Decision Maker</b>	<b>Lead Officer</b>
Sustainable Economy and Culture City Priority Plan	Council	July 2013	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
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.