



SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

Meeting to be held in on
Thursday, 23rd February, 2012 at 10.00 am

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

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;

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

Agenda compiled by:
Helen Gray
Governance Services
Civic Hall
LEEDS LS1 1UR
Tel: 24 74355

Principal Scrutiny Advisor:
Sandra Newbould
Tel: 24 74792

A G E N D A

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

3

LATE ITEMS

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

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

4

DECLARATIONS OF INTEREST

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

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

MINUTES -

To confirm as a correct record, the minutes of the meeting held on 26th January 2012

(Copy attached)

1 - 8

7

SESSION 3 - INQUIRY INTO MAXIMISING EXISTING POWERS TO PROMOTE, INFLUENCE AND CREATE LOCAL EMPLOYMENT, TRAINING AND OPPORTUNITIES AROUND MAJOR DEVELOPMENT PROJECTS AND THE PURCHASING OF SERVICES

To consider the report of the Head of Scrutiny and Member Development and appended reports which present information for session three 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.

(Report attached)

9 - 16

8

**SESSION 3 - INQUIRY INTO THE
ENGAGEMENT OF YOUNG PEOPLE IN
CULTURE, SPORTING AND RECREATIONAL
ACTIVITIES**

17 -
42

To consider the report of the Director of City Development, which provides information on the involvement of young people in developing, designing and improving services and the vision for the future, including funding arrangements, sponsorship opportunities and proposed structural arrangements.

(Report attached)

9

WORK PROGRAMME

43 -
80

To consider the report of the Head of Scrutiny and Member Development setting out the work schedule for the Board for the forthcoming year.

(Report and schedule attached)

10

DATE AND TIME OF NEXT MEETING

To note the date and time of the next meeting as Thursday 22nd March 2012 at 10:00 am

Agenda Item 6

SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 26TH JANUARY, 2012

PRESENT: Councillor M Rafique in the Chair

Councillors J Akhtar, S Bentley, D Cohen,
G Hyde, M Lyons, J Matthews, V Morgan
and P Harrand

44 Late Items

No formal late items of business were added to the agenda. The Board were however in receipt of a supplementary document "Transport Planning and Forecasting Data" in support of agenda item 8 – Session 1 Transport Planning Inquiry (minute 49 refers)

45 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:

Councillors Lyons and Morgan declared personal interests as Local Authority appointed Members of West Yorkshire Integrated Transport Authority in relation to agenda item 8 Session 1 Transport Inquiry (minute 49 refers).

46 Apologies for Absence and Notification of Substitutes

Apologies were received from Councillors Atkinson and Robinson. The Board welcomed Councillor Harrand as substitute member for Councillor Robinson

47 Minutes

RESOLVED – That the minutes of the meeting held 1st December 2011 be agreed as a correct record

48 2011/12 Quarter 2 Performance Report

The Assistant Chief Executive (Customer Access and Performance) submitted a summary of the Quarter 2 performance data relevant to this Board which highlighted budget, transport and planning performance as key issues having regard to the Council's Business Plan and City Priorities. The report outlined seven priorities for consideration.

Martin Farrington, Director of Development and Paul Maney, Head of Strategic Policy, Planning & Performance, City Development attended the meeting. Apologies had been received from Neil Evans, Director of Neighbourhoods and Housing. The Board also noted apologies from Councillors R Lewis, Gruen and Ogilvie.

Mr Farrington set out the challenges the Department had dealt with in terms of reduced budget and staff numbers and those ahead in relation to the impact of the outcome of the New Generation Transport and the High Speed Rail Network for Leeds. The Board discussed the following:

Major developments – Some applications completed within the 13 week target period due to the good working relationships established between officers and developers which resulted in robust applications being submitted. The Chief Planning Officer had been tasked with looking at how developers can be encouraged to engage early with the department and consistently produce applications ready for determination

Centre for Cities report – Results provided analysis of 64 UK cities and revealed where Leeds stood in comparison to the cohort in terms of growth, employment & skills and entrepreneurial endeavour

BUS 2 Improve Skills priority: requested detail on how the outcomes were measured, the number of apprentices, employed as well as unemployed persons.

BUS 3 Sustainable growth priority: requested detail on the 2007-09 VAT registrations and de-registrations and whether Leeds' experience was specific to the city or reflected the national picture.

Directorate Scorecard Marketing /Promotion: noted that Leeds dropped from 23 to 28 in "best city" status, its actual score was unchanged. Marketing Leeds had been tasked with responding and refocusing its' service. Members requested Marketing Leeds attend future Board meeting, along with Welcome to Yorkshire

Section 106 commitments and measures to:

- encourage developers to pay S106 commitments upfront to ensure the necessary infrastructure was developed in a timely fashion
- generate developers' confidence which will encourage S106 commitments being met. This could involve the public/private sectors working together. LCC could be regarded as being better placed to take risks associated with infrastructure works which would then encourage private development

High Speed Rail – focus should be on high capacity of the new network not the high speed capability and on the route of the second phase beyond Birmingham.

(Councillor Cohen withdrew from the meeting)

Utility works – Noted the Authority was seeking to implement a permit scheme for works undertaken by utility companies in order reduce the impact on development through better co-ordination

RESOLVED –

- a) To note the three issues highlighted : Budget, Transport and Planning Performance, and the discussions on the work underway to address the issues
- b) To note the overall progress in relation to the delivery of the Sustainable Economy & Culture City priorities. The Board did not indicate that any further scrutiny work was required at this time in any of those areas but did identify further detail required (as outlined in c below)
- c) The Board identified the following issues requiring further reports/information in order to fulfil their scrutiny role in relation to the delivery of the outcomes for Sustainable Economy & Culture

- i) BUS 2 Improve Skills priority: requested detail on how outcomes were measured, apprenticeship numbers and number of employed as well as unemployed
- ii) BUS 3 Sustainable growth priority: requested detail on the 2007-09 VAT registrations and de-registrations and whether Leeds experience was specific to the city or reflected national picture.
- iii) Directorate Scorecard Marketing/Promotion: requested Marketing Leeds attend a future Board meeting, along with Welcome to Yorkshire

49 Session 1 - Inquiry into the impact of existing sources of travel movements within the City and plans to address the impact of known future developments on the City's transport infrastructure

The Board considered the report of the Director of City Development providing an update on major schemes announced since December 2011 and setting out the general approach to transport planning in the city in order to provide the basis for discussion for future Inquiry sessions. The report set out current transport challenges in Leeds; forecasting, planning and delivery of transport projects. An overview of the links between transport and deprivation and the economy was also included.

Members were also in receipt of supplementary document "transport planning and forecasting data" sent out after the despatch of the agenda for the meeting.

The following officers attended the Inquiry Session:
 Gary Bartlett, Chief Officer, Highways & Transportation
 Andrew Hall, Acting Head of Transport Policy
 Tim Harvey, Transport Initiatives Manager
 Key issues were highlighted as being:

- Transport infrastructure and the balance between commuter traffic movements and the local transport network to service needs of residents.
- Forecasting & planning and the importance of recognising transport as a catalyst for investment into the city. Discussions were ongoing regarding proposals to create a West Yorkshire Transport Fund which would facilitate Leeds taking responsibility for the implementation of local transport policy from the Department for Transport.

(Councillor Akhtar withdrew from the meeting for a short while at this point)

Members requested both bus and train capacity figures for comparison and discussed the following matters:

Bus Routes – commented that routes should be integrated. The response regarding commercial viability and that operators followed growth rather than provided routes for emerging developments was noted. All operators sought city centre routes, thus there was a reduced offer between the suburbs, however it was important to retain routes that linked communities with services

Quality Bus Contracts – the Authority may be in a position to influence fare structure through the bidding process

City centre hub - whether the city centre remained the development/business hub and whether transport planning should refocus on emerging out-of-town developments which tended not to be easily accessible by public transport

Deprivation & accessibility – referred to figure 11 (bus accessibility to the city centre) and commented that the residential areas best served by the bus network were paradoxically areas of highest deprivation in the city. The Board discussed the impact of fare structures on people’s ability to travel to services/employment. The Authority had limited influence but could assist/influence fares by negotiating travel packages with providers

(Councillor Harrand withdrew from the meeting for a short while at this point)

Population growth and the need for transport and network planning to accommodate increased volume of travellers

Utility works – Noted the Authority was seeking to implement a permit scheme for works undertaken by utility companies in order reduce the impact on development through better co-ordination. Officers noted the comment that it could be beneficial to notify local ward Councillors in advance of any utility works in their ward along similar lines as planning application notifications

RESOLVED – To note the contents of the report and the comments made by Members

(Councillor Cohen withdrew from the meeting)

50 Development Directorate : 2011/12 Budget - Financial Position and 2012/13 Initial Budget Proposals

The Head of Scrutiny & Member Development submitted a report introducing the Development Department 2011/12 financial position including copies of reports to Executive Board setting out the Financial Health Monitoring (Month 7 and Month 8) and Initial Budget Proposals for 2012/13

Mr E Mylan, Chief Officer (Resources & Finance) and Mr S Criddle (Head of Finance) attended the meeting and highlighted that although the required savings were being delivered, problems remained with income streams due to the economic climate and from spending on planning appeals costs

The Board discussed whether planning enforcement costs could be recouped from the person committing offence. It was noted that the Chief Planning Officer would be requested to provide a written response on this matter. Members also commented on burial fee increases and requested that Executive Board be made aware of their concern over the level and timing of the increase.

The Board commended the Department on the measures taken to achieve the savings made so far

RESOLVED –

- a) To note the content of the reports on period 7 and period 8 and the comments made by the Board

- b) To note the initial budget proposals for 2012/13 and request that the comments regarding burial fee increases be submitted to the Scrutiny Board (Resources and Council Services) for consideration and inclusion in recommendations to Executive Board

51 Session 2 - Inquiry into maximising existing powers to promote, influence and create local employment, training and opportunities around major development projects and the purchasing of services

The Directors of City Development and Environment & Neighbourhoods submitted reports to Session 2 of the Inquiry providing updated information on a number of developments where the use of the S106 obligations had secured employment/training opportunities for local people and supply chain opportunities for businesses. The reports also identified how this approach could be maintained and strengthened through closer working between the relevant services and early engagement of developers.

Sue Wynne – Chief Officer, Employment & Skills; Philippa Toner – Senior Executive Manager, Public Private Partnership Unit and Martin Sellens - Chief Planning Services Officer attended the meeting

Ms Wynne introduced the report which clarified the methodology of the current practice. The report had been presented to the Planning and Developers Forum on 25 January 2012

Mr Sellens reported that Forum attendees had generally welcomed the authority's approach. The paper had also been discussed at the Planning Joint Member/Officer Working Group which had supported the approach but commented on the following:

- the trigger for schemes with the potential to provide employment training opportunities during construction/end uses without placing unnecessary burden on the developer as being
 - o retail developments over 2,000sqm
 - o residential developments over 250 units. JMOWG suggested this threshold should be 100 units
 - o construction sites over 10,000 sqm
- the definition of "local people". JMOWG supported the ward based approach to this term

The Board considered that large developments having a direct impact on a locality should benefit the residents of the affected wards. Members did acknowledge that some developments would seek regional/national employees or realistically bring some staff to a newly established base, but LCC would work with those residents furthest away from the employment market, providing links to jobs/skills to make them job ready, to enable them to access jobs.

(Councillor Cohen rejoined the meeting at this point)

It was also acknowledged that there were a number of skilled workers seeking employment who were not eligible for LCC assistance; however a specialist firm providing advice/skills marketing had been appointed by Job Centre Plus.

The Board also discussed the impact of the introduction of the Community Infrastructure Levy and how this would operate in conjunction with S106 planning obligations to secure affordable housing and provide jobs & skills and employment.

(Councillor Lyons left the meeting at this point)

Philippa Toner addressed procurement issues and explained that higher profile contracts awarded by LCC sought to reference local services. The report set out those regulations that informed the Councils contract process and requirements and highlighted the legal challenges LCC could face.

The Board noted that a “toolkit” was being prepared in conjunction with LCC Jobs & Skills, to target skill sets; and the Procurement Unit was reviewing all LCC major contracts to assess whether the general approach of local purchasing/employment/training could be incorporated without subjecting LCC to risk of challenge. Consultation with current contractors had been undertaken and the Board requested that the outcome of that review be presented at the 3rd inquiry session in February.

The Board discussed:

- the guidance available and sharing of best practice between local authorities, whilst noting that Leeds’ policy had to be tailored to Leeds own economic/business situation. The Social Responsibility Bill was expected to provide authority’s with clarity.
- Members requested the draft toolkit and policy be brought to the 3rd session of the inquiry in February if suitably ready for consideration prior to it being presented to Executive Board for approval
- the £100k threshold set for local procurement trigger in line with contract procedure rules/processes with the same trigger and requiring senior staff to manage. 110 contracts had been awarded in 2010/11 which fell within that threshold, but it was not possible to calculate how many jobs those contracts had brought.

(Councillor Matthews left the meeting at this point)

- the strategy being developed for suppliers with multiple contracts which could “bundle” contracts with suppliers to achieve savings and could link to jobs & skills
- the proposal to undertake a 6 monthly review of contracts in conjunction with Jobs & Skills

The Board commented that research on major applications and numbers of jobs directly arising; and an indication of the benefits brought to the city from the council awarding contracts of £400m last year would be beneficial. It was noted that that type of assessment was not currently in place but examples

could be presented of larger developments such as the PFI schemes or the Arena where that approach had been adopted.

RESOLVED – To note the contents of the reports and

- a) To note the request for examples of good working practice with employers and contractors be presented to Session 3 of the Inquiry
- b) To note the planned work to support the dissemination of information and closer working between services and the early engagement of developers
- c) To note that the guide “Buying into Communities - jobs, skills and business opportunities from council contracts” recently launched by the Local Government Association will be made available to members and Senior officers via the Councils intranet in an effort to equip them with the knowledge to provide leadership to the delivery of community benefit through procurement
- d) To note the intention to develop a toolkit, including guidance and training, to ensure all necessary factors are appropriately addressed, and relevant legislation complied with when assessing the employment and skills opportunities suitable for particular contracts
- e) To request that the draft toolkit/policy be presented to the Board for comment at the appropriate time if possible prior to its submission to Executive Board for approval
- f) To support the recommendation that employment and skills opportunities should be assessed for every contract valued in excess of £100,000 and included in the tender documents where appropriate, with further work being undertaken to identify additional opportunities with suppliers who hold a number of contracts which cumulatively exceed £100,000
- g) To request that the outcome of the consultation undertaken with contractors be presented at Session 3 of the Inquiry
- h) To request a progress report be presented to the Board in 12 months time

52 Work Schedule

The Head of Scrutiny & Member Development submitted a copy of the Work Schedule for the 2011/12 Municipal Year which had been populated with the priority areas for scrutiny as identified at previous meetings. Copies of the minutes of the Executive Board meetings held 14 December 2011 and 4th January 2012 were attached for consideration along with a copy of the Forward Plan covering the period of 1 January to 30 April 2012.

With reference to minute 51 above the Board discussed Session 3 and the attendance of external organisations who could provide their perspective on securing opportunities via S106 obligations or procurement.

RESOLVED –

- a) To note the contents of the Work Programme and the requirement for external witnesses to attend Session 3 of the Inquiry into maximising existing powers to promote, influence and create local employment, training and opportunities around major development projects and the purchasing of services

- b) To note any matters raised at this meeting above will be included appropriately
- c) To note the contents of the Forward Plan and the Executive Board minutes

53 Date and time of next meeting

RESOLVED – To note the date and time of the next meeting as Thursday 23rd February 2012 at 10.00 am

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 23rd February 2012

Subject: Scrutiny Board Inquiry Session 3 – Inquiry into how developments in Leeds are bringing skills, training and jobs to local people.

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

Summary of Main Issues

1. At its meeting on 16th June 2011, the Sustainable Economy and Culture Scrutiny Board discussed the employment and training opportunities the many developments taking place in the City could provide the people of Leeds. As a result of these discussions the Board agreed to undertake an Inquiry into how the City Council, either as a developer, enabler or purchaser could promote, influence and create local employment and promote training opportunities. The Board also wanted to explore how the obstacles to linking local people to development jobs, such as, the cost of training and procurement law and practice could be removed.

Purpose of this report

2. During session 3 of the inquiry The Board is asked to consider the report of the Director of Environment and Neighbourhoods, which provides information on the approach to monitoring the reviewing the delivery of employment and skills obligations. At the last inquiry session in January the Scrutiny Board requested feedback on the consultation undertaken. This will be presented to the Board verbally. External organisations have been invited to attend the board to provide their views on the requirement to deliver employment and skills via Procurement and Planning and answer questions from the Scrutiny Board.

Recommendations

3. Members are asked to:

- Note the information contained within the report and the verbal information presented at the meeting.

Background documents

4. None

Report of the Director of Environment and Neighbourhoods

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 23 February 2012

Subject: Delivering employment and training opportunities 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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report provides information on the proposed monitoring and evaluation framework that will underpin implementation and delivery of the employment and skills obligations through the procurement and planning functions of the Council.
2. A transparent monitoring and review process will underpin effective delivery. The reporting of outcomes to Scrutiny Board and key stakeholders will ensure that the policy framework continues to meet the City's objective to increase the skill levels of local people required by businesses in the City and support business growth.

Recommendations

3. Members of Scrutiny Board are asked to:-

Note and comment on the proposed approach to monitoring and reviewing the delivery of employment and skills obligations through the Council's procurement and planning functions.

1 Purpose of this report

- 1.1 This report provides information on the proposed monitoring and review framework that will underpin implementation and delivery of the employment and skills obligations through the procurement and planning functions of the Council.
- 1.2 It will be essential that implementation is transparently monitored to ensure that the policy framework is being applied and delivered; that positive outputs and outcomes for local people and businesses are captured and reported; and that learning points are captured and reviewed to ensure that the policy remains relevant in a potentially changing economic and policy environment.

2 Background information

- 2.1 The Scrutiny Board 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 businesses.
- 2.2 The reports to the October and January meetings of the Board identified several examples of where these had and are being pursued to deliver employment, skills training and supply chain opportunities. The reports also set out the key mechanisms it is proposed to use to engage developers and contractors to strengthen this approach.

3.0 The Monitoring Process

- 3.1 When employment and skills and supply chain obligations are introduced as a requirement of a contract or a S106 agreement, these will be detailed in an Employment and Skills Plan. The plan will be drawn up in conjunction with the Employment Leeds team in the Employment and Skills service to reflect the nature and phasing of the contracted activity / development and agreed with the contractor or developer. The Employment Leeds team will be a dedicated resource for support and guidance in developing and implementing the plan.
- 3.2 The plan will include a schedule that will detail the agreed output targets against a timeline. Target outputs will vary across contracts / developments but could potentially include a minimum number of:-
 - People recruited to jobs
 - Apprentices recruited at level 2 and 3
 - Existing staff up skilled to level 2 and 3
 - Work experience / placements weeks
 - School visits to support skills development
 - Internships supported
 - Supply chain opportunities
- 3.3 The Employment and Skills Plan will also include a method statement from the contractor / developer which will identify the roles, responsibilities and contributions to be made by named parties. This will include the name of the individual working for the contractor / developer who will be responsible for managing the delivery of the plan; how the targets will be delivered; how any health and safety and safeguarding issues will be managed; and what will taken

to ensure compliance by any trade contractors working on the contract / development.

- 3.4 Indications from contractors who have been consulted have been that there is willingness to participate in this initiative, however, where appropriate performance targets and associated remedies for non-compliance will be determined prior to contract signature and included in the contract documents. As part of the council's contract monitoring process, the projected contract outputs will be reviewed against delivered outputs by the contract manager. The delivery of outputs detailed in the schedule will also be actively monitored and reported on by a named member of the Employment Leeds team.
- 3.5 Performance on individual contracts and S106 agreements will be aggregated and reported on a six monthly basis to the relevant Chief Officers. These reports can be made available to Scrutiny Board as required.

4.0 The Review Process

- 4.1 It is proposed that the services jointly review the implementation of the policy on an annual basis. The review process would include a review of the evidence base as well as seeking the views of key stakeholders and would be reported to the respective services and Scrutiny Board.
- 4.2 The review of the evidence base would identify the number of contracts and planning agreements
- within the scope of the policy framework
 - that included obligations
 - that included obligations that were delivered at 100% of target / between 75 and 99% of target/ between 50% and 75% of target
 - that included obligations that were not delivered or delivered at less than 50% of target
- The above information would be examined to ascertain whether there is any correlation between the type, nature and scale of the contracted activity / development.
- 4.3 Stakeholder views will be sought on how the policy framework to secure employment, skills and supply chain benefits is being implemented. This would seek views through survey and discussions on the support and advice provided; compliance with the requirements including the provision of information for monitoring purposes; the benefits secured for their business including meeting corporate social responsibility objectives, up skilling their workforce, public relations and publicity. It would seek information on any difficulties encountered and the changes or support required to overcome these.
- 4.4 The review process would enable service managers to develop recommendations for changes to the policy framework and way in which it is applied. This periodic review would enable the policy to be amended to reflect changing economic circumstances including local and sectoral changes; changes in employment and skills policy and publicly funded provision; and that additional guidance and support is made available to officers, developers and contractors where appropriate.

5.0 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 It is proposed that monitoring reports are prepared on annual basis for dissemination and discussion with the Leeds Planning and Developers Forum and the network of contractors engaged with the Council.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 Recent increases in unemployment have disproportionately impacted on those neighbourhoods with the highest levels of claimants. Obligations will 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. Achievement against these targets will be monitored and reported.

5.3 Council policies and City Priorities

- 5.3.1 The existing activity and proposed approach will contribute to the achievement of targets in both the Sustainable Economy and Culture Partnership and the Children and Young People's City Priority Plans. The proposed activity will contribute to 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.

5.4 Resources and value for money

- 5.4.1 The proposed policy framework and toolkit can be developed and implemented within the Council's existing resources.

5.5 Legal Implications, Access to Information and Call In

- 5.5.1 Activity to secure employment and skills obligations must comply with and not contravene Public Contract Regulations or the legislative framework and guidance issued by the Secretary of State on the use of Planning Obligations.

5.6 Risk Management

- 5.6.1 Risk management will be integral to the monitoring and review process. The impact of introducing employment and skills obligations on developers and contractors 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; and the need to balance any gains with the need to encourage continued investment in Leeds.

6.0 Conclusions

- 6.1 Employment, training and supply chain benefits have been secured on a number of developments and contracts to date. It is planned to continue and refine this approach and to seek to more effectively target the approach to those developments and contracts that provide the opportunity to generate further

benefits. A robust monitoring framework will enable the Council and key stakeholders to assess the effectiveness of this approach and take appropriate action to amend the approach to meet changing circumstances and needs when required.

7.0 Recommendations

7.1 Members of Scrutiny Board are asked to:-

Note and comment on the proposed approach to monitoring and reviewing the delivery of employment and skills obligations through the Council's procurement and planning functions.

8.0 Background documents

8.1 Report to the Sustainable Economy and Culture Board 26th January 2012

Report to the Sustainable Economy and Culture Board 20th October 2011

Report to the Sustainable Economy and Culture Board 22nd September 2011

This page is intentionally left blank



Report author: Sally Coe/Mike Kinnaird
Tel: 3957459

Report of Director of City Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 23rd February 2012

Subject: Children and Young People Engagement

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 third Scrutiny session on Children and Young Peoples engagement in Culture and Sport will focus on the vital involvement of young people in developing, designing and improving services. This will take as an example a report from Parks & Countryside on consultation with young people and in particular their involvement in developing the Physcapp playground at Temple Newsam.
2. The report also looks at how young people can use Breeze to regularly feedback their thoughts and views. It summaries the findings of the summer survey of young people on their view of how friendly to children the city is. Appendix 2 outlines the 12 priorities identified by Children and Young People
3. Members of scrutiny will have the opportunity to meet young people involved in projects across the city, and hear about their experiences city

Finally in summing up, this report presents a vision for the future of Breeze looks at some of the funding arrangements, sponsorship opportunities and proposed structural arrangements that would enable the development of the Breeze initiative.

Recommendations: To note this report as an example of how young people are engaged in service development, and endorse the vision for the future development of Breeze.

1.0 Purpose of this report

- 1.0.1 The first section of this report outlines engagement by children and young people with parks and green space. In particular it provides a case study of the playground developed recently at Temple Newsam which forms the content of Appendix 1. It also looks at Breeze as a vehicle of communication including the 2011 consultation into Leeds as a Child Friendly City.
- 1.0.2 Finally the report sums up the vision for the future development of Breeze including resources and sponsorship opportunities.

2.0 Main issues

2.1 Consultation on Parks and Green Space / Fixed Play Strategy

- 2.1.1 As part of the development of the Parks and Green Space strategy, a comprehensive residents survey has been conducted on usage of parks and green spaces on 4 occasions commencing in 2004. As part of this process, a survey was sent out to 2,000 young people aged 12-16, with a simplified survey sent to 2,500 aged 5 -11, sampled from the Breeze cardholders database. This was in addition to surveys sent to 30,000 adults from the electoral register based on those people who had consented to their personal data being used for this purpose.
- 2.1.2 Whilst Roundhay Park is the most popular park for young people to visit, people generally choose to visit their local community park. From responses made it is possible to estimate the number of visits made given the percentage who visit and how often that they stated they visit. On that basis in the period of a year there were nearly 10 million visits by resident young people in Leeds.
- 2.1.3 The questionnaire asked residents to state how they travel to the park or open space and 77% indicated that they choose to walk, with the rest getting there either by car, bus or bicycle. The length of visit is also of interest with 47% of young people staying for over 2 hours, and 34% more than 1 hour.
- 2.1.4 The importance of social interaction and playing sports or games is key with 56% visiting to meet friends and 42% to play sports or games. Other reasons to visit include to get some fresh air and go for a walk illustrating the importance to health gained from visiting a park or green space.
- 2.1.5 From general comments made, it was clear that there was a need to develop further facilities for older children, who often congregated at playground designed for younger children. Whilst in general young people felt safe, some issues were identified particularly with regard to intimidation by other youths and therefore the presence of a site based gardener is regarded as important in perceptions of safety.
- 2.1.6 In addition, a survey was sent out to 2,500 children aged 5 – 11 who were sampled from the Breeze cardholders database. From the analysis results, 96% of all respondents visit a park.

- 2.1.7 Again, in general community parks are visited most often and if the data regarding number of visits is combined with the frequency of these visits the results can be extrapolated to represent the total child population Leeds, an equivalent of 3.6 million visits. Over 40% of children went to a park with their parents, with 26% going with siblings and 20% with friends, which indicates that for younger children, visiting the park is often a family activity. When comparing how younger children get to a park, 51% walk there, fewer than compared to older children, although over 14% choose to cycle. The key reason to visit by far by 81% of respondents was to play on the playground, with other reasons to ride a bike or to go for a walk.
- 2.1.8 The data from these surveys, coupled with more general feedback and consultation has informed the development of a fixed play strategy with the following key principles:
- To recognise the importance of play and social interaction and the contribution that parks make
 - To develop and improve play facilities primarily in community parks and not on smaller local green spaces
 - To develop more facilities for older children, such as skate parks, and multi-use games areas
 - To ensure that facilities are clean and well maintained, and the important role that site based gardeners play in contributing to safety
- 2.1.9 There are now 144 playgrounds for younger children, and following consultation and the introduction of the fixed play strategy 23 skate parks and 31 multi-use games areas have been developed more suitable for older children.

2.2 Fixed Play Facilities

- 2.2.1 The approach to consultation has developed in recent years, which has resulted in play facilities now reflecting much more closely the needs of each community. Since 2009 there have been over 30 sites that have either seen new play facilities or major refurbishments.
- 2.2.2 The process of consultation starts by distributing questionnaires to schools, community groups, residents and local ward members, primarily targeted at children and young people. Questionnaires are also added to 'talking point', the Council's online consultation portal. The questionnaires ask respondents if they have visited the site and for what purpose. They also ask what people enjoy doing whilst they are there, and for non-visitors, what would encourage them to visit. Where relevant, visits are also arranged to local schools to meet with classes or predominantly the school council. Questionnaires are also distributed to adults in order that they can contribute and also express views if they feel that the introduction of a play facility would impact on them. This information is used for a design brief focussed around what children and young people would like to do and what they would like to see there.

- 2.2.3 A landscape architect then interprets this design brief and comes up with a design incorporating equipment, landscaping, planting, paths, and seats in line with available budget. This initial design is then presented either to resident or friends groups and ward members, and where possible with local schools so that refinements can be made again in line with available budget.
- 2.2.4 This approach has resulted in many changes to what might be considered a traditional approach to playground design with often a 'one size fits all' approach. The range and diversity of play spaces developed in recent years reflect more closely the individual needs of each community. There is less emphasis on play areas designed primarily for safety, with a risk based approach now adopted to provide some degree of challenge for children whilst not endangering life.
- 2.2.5 Playgrounds tend to incorporate the needs of children with all abilities e.g. wheelchair accessible roundabouts at Deepdale, and the play panels for autistic children at Farsley Park. Where climbing frames are incorporated into the design they have accessible ramps and ladders for children with mobility issues. Where possible, back rests are included on roundabouts, 'springies' and seesaws for toddlers and children who require support. Playgrounds also now often incorporate natural elements into the design such as landscape features, rocks, logs, mounds and trees, examples of which recently are the Bumps, Middleton Park and Deepdale.
- 2.2.6 At Cross Flatts Park and Sandford Road play area, Kirkstall there are examples of 'green gym' equipment that has been incorporated which can allow adults who often accompany children to a play area to use equipment. There are examples at Cragside and Harehills Park where equipment has been installed primarily for toddlers, with larger items of equipment incorporated to allow older children (often siblings) to interact at a suitable distance apart. Following consultation and where relevant, play areas are not necessarily fenced with examples at Church Street, Cross Flatts Park, Harehills Park and Middleton Park. This emphasises that the environment surrounding a play area can be incorporated into the surrounding park which often may well be fenced anyway.
- 2.2.7 In order to give a more detailed perspective on the approach taken to consultation and engagement and the impact that this has on final design, a case study considering the use of the play area recently developed at Temple Newsam is attached as Appendix 1.

3.0 Breeze communications – a two way process

- 3.1 To allow young people to have a voice, and influence the way the city is shaped Breeze actively encourages a two way communication process. This is carried out through formal consultation, at events, online and in focus groups The past two years Breeze has actively participated in consultation on the Comprehensive Spending Review, Vision for Leeds 2030, Kirkgate Market, Child Friendly Cities, and around service design and delivery for Breeze events and communications. Informal feedback is also encouraged through online communications such as the Breeze website and social media.

4.0 Child Friendly City

- 4.1.1 In April 2011 the Child Friendly City programme was initiated in Leeds. The CFC programme is a UNICEF initiative based on the UNCRC underpinned by the voice and influence of CYP. We are working closely with UNICEF and other local authorities on developing our approach.
- 4.1.2 To get started we created 5 working groups for the CFC these are
- 4.1.3 Play and culture; voice and influence; urban sustainable environment; safety and rights and responsibilities.
- 4.1.4 Through these groups we collated all previous consultations carried out in the past 2 years with children and young people relevant to the CFC. This included 37 consultations with children and young people and the views of over 14,100 children and young people.
- 4.1.5 This information provided a number of recurring issues relevant to children and young people in the city. We worked with the youth council to run fun consultation activities over the summer 2011 at Breeze on Tour as well as other venues.. As a result 2000 CYP prioritised the issues they felt were most important to them. These can be found in Appendix 2.

5.0 Our vision for Breeze....

- The Breeze concept has huge potential, but it is not exploited fully. It should be the primary means by which universal services are designed, developed and implemented. The way in which young people engage in services provided by the council and its partners can be greatly enhanced if a greater focus and weight of importance can be given to Breeze as the Council moves to a "Child Friendly City".
- The Breeze web site, card and events have been developed through a range of external funding streams and the Councils Capital scheme, and this represents a considerable investment. With the infrastructure in place we now need a commitment to core funding to secure a base from which to develop sponsorship, traded services and other external funding opportunities.

5.1 Scope

- 5.1.1 Breeze is the umbrella brand for all out of school activity for young people in the City.
- 5.1.2 Regular year round Breeze branded provision which delivers the universal offer in localities will promote young people's use of council facilities
- 5.1.3 Breeze branded activity will become known for being high quality by parents and young people
- 5.1.4 All activities delivered by the council and the voluntary sector will be publicised through the Breeze web site with printed brochures reflecting local provision being

available in schools (Through the Breeze web site information on activities can be centrally collated and then downloaded for print by partners to suit localities, saving time and staff hours across the city.)

- 5.1.5 Young people of all abilities will be able to follow clear 'activity pathways' to develop their skills and talent to their maximum potential
- 5.1.6 Informal education opportunities will continue to be developed through Breeze .which offer the full and rich resources of the city's statutory and voluntary cultural and sporting sectors to support, enthuse and inspire those young people who are failing in formal education.
- 5.1.7 Working with Igen and other partners, volunteering opportunities will be developed and brokered enabling young people to become involved in their communities.
- 5.1.8 Young people will be encouraged to shape and lead on activities that they feel passionate about.

5.2 Organisation

- 5.2.1 The following outlines some of the steps that will help this potential to be realised:
- 5.2.2 The Establishment of a Breeze team – Breeze is delivered by various sections across City Development and Children's Services as part of their generic service delivery. It is cost effective and unique to Leeds. The current restructure within Children's services opens up an opportunity to align and refocus services. A central Breeze team would drive the vision further whilst linking back into the distinct services, maximising resources and generating future funding through trading services, securing sponsorship and external funding.
- 5.2.3 Participation will be recorded and mapped through Breezecard, where possible
- 5.2.4 Breezecard data will be analysed to inform commissioning.
- 5.2.5 Better joint planning will ensure value for money.
- 5.2.6 Face to face practitioners working with the most vulnerable children and young people in Leeds will have the information they need to encourage participation

5.3 Finance

- 5.3.1 To continue maintenance, development and marketing, Breezeleeds.org needs a commitment to future core funding.
- 5.3.2 Breeze events also need secure funding and will only be sustainable by using a combination of core funding, traded services and sponsorship.
- 5.3.3 Through the pooling of Wellbeing and extended services funds, joint commissioning of activities in the areas would ensure value for money. This should also include financial provision for publicising positive activities in printed brochures distributed by schools promoting activities.

5.4 Sponsorship Potential

5.4.1 We have produced a Sponsorship document and devised a 'Breeze Buddies' scheme to attract sponsors. Discussions have taken place with the Leeds Chamber of Commerce which is guiding our approach and appendix 3 and 4 have been produced with the help of that guidance and discussion with other sections in the council. So far this has included the following suggestions:

- That we emphasise the development of employability skills through access to positive activities.
- That we should seek member support in approaching potential sponsors.
- That we seek the support of the Chief Executive of LCC as part of a corporate approach to potential sponsors.
- The Chamber of Commerce will broker meetings with appropriate businesses in Leeds on our behalf.
- We are more likely to receive in kind support than hard cash. We have to find ways to turn this to our advantage eg: we are currently negotiating with Sky for them to develop a Breeze application for mobile phones which could result in a saving of costs in Breeze card production.

5.4.2 Small Breeze events can be delivered at full cost recovery.

6.0 Recommendations

6.1 That the report is noted

6.2 That Scrutiny Board consider and support the proposed vision.

This page is intentionally left blank

Report to Scrutiny Board (Sustainable Economy and Culture)

Appendix One: Temple Newsam Case Study

Temple Newsam play area was developed in partnership with Leeds City Council and Leeds charity Physcap. The aspiration was to have a large inclusive citywide play area at Temple Newsam Estate. The play area was to be inclusive for disabled children and their families and offer challenge and excitement for all children and young people.

Children and young people's involvement was critical from the outset to ensure the design and layout captured the needs and opportunities for all children and young people to play, as well as being a relaxing, playful and restful place for parents and carers.

A consultation event over two days took place at Temple Newsam Estate courtyard, and on the playground site itself. This involved local residents, the Friends of Temple Newsam, children and young people including disabled children and their families. In addition, a consultation questionnaire was available at Temple Newsam in the shop and café for 12 weeks. Consultation was widely promoted in the area via professionals involved in children's social care, extended services in the ward, local schools, Leeds Mencap, Leeds Physcap and ward members.

There were 71 adults and 131 children and young people who took part, with 31% of these disabled children and young people. Colton Primary school council were also involved in creating initial ideas for the play area, looking at what they would like, how they would like to play whilst at the play area, and considering others abilities and play needs. This involved active participation, games and fun creating the ideas. The overall themes that developed from the consultation included the following:

- Opportunities for all children and young people with a range of abilities and ages to play together especially disabled children.
- Expand the existing playground, with bigger and better equipment.
- A zip wire
- A maze
- Climbing structures
- Big slides
- Equipment suitable for wheelchair users.

The consultation feedback informed a design brief for Parks and Countryside landscape team who then created the initial play area design. This design was taken back to Colton Primary school council and the proposal discussed in detail, focusing on how items worked and what they did, who it was suitable for, including age ranges, which items they liked, and if anything was missing. The outcome of this included changing and moving items for the final design.

The creation of the maze was an idea from pupils at the school and the school council worked in each class gathering designs for panels in the maze. These designs were then incorporated into the maze panels as illustrated below.



The final playground designs were put up in the local schools, at Temple Newsam Estate, and on the Physcap website.

Children from Colton Primary school were key to the official opening along with Howard Webb, Liz Dawn and Cllr Blake. The children took part in the fun and games with Breeze and played on the new playground at the official opening on 30th June 2011.



The play area has high usage and is very popular with local children and young people who attend on a regular basis, as well as families that travel to visit the playground and estate. The play area also adds value to the existing visitor attractions at Temple Newsam Estate.

Appendix 2. Child Friendly City Consultation Summer 2011

1.1.1 The summer consultation included

- 10 focus groups with vulnerable children and young people.
- A school pupil participation event included 60 schools
- Dream City exercise with the Leeds Youth Council
- Consultation with NEET young people.
- Online poll through Breeze
- 10 x Breeze on Tour events

1.1.2 This then gave us the 12 priorities that children and young people feel are the key things that will make Leeds a better place to live and grow up. They are:

1. Children and young people can make safe journeys and can easily travel around the city
 - a. Affordable public transport and parking
 - b. More zebra crossings
 - c. Promote safe cycling paths and walking routes
2. Children and young people find the city centre welcoming and safe, with friendly places to go, have fun and play
 - a. Good access to the city centre
 - b. Signposting to attractions
 - c. Playful areas for all ages of children and places where young people can hang out and have fun
 - d. Information about what is going on and when
 - e. Maps showing safer routes in the city centre
3. There are places and spaces to play and things to do, in all areas and open to all
 - a. More staff in places and spaces children and young people go

- b. Things to do all year round, not just during holidays
 - c. Families and young people informed about what is going on across the city and how to get there e.g. bus routes

- 4. Children and young people can easily find out what they want to know, when they want it and how they want it
 - a. Use websites, social media, posters, letter, text, email and verbally
 - b. Information is up to date and relevant
 - c. Two way communication; opportunities to give feedback, suggest ideas and have discussions e.g. online forums

- 5. Children, young people and adults have a good understanding of children's rights, according to the United Nation Convention on the Rights of the Child
 - a. Responsibility of all to respect each others rights
 - b. Recognise young people who are active citizens, volunteer their time and help out in their local communities
 - c. Adults working with children and young people and families, need to explain how their work supports children's rights
 - d. Agree which child friendly version of UNCRC should be promoted across the city e.g. through schools and different organisations

- 6. Children and young people are treated fairly and felt respected
 - a. Tackle stereotyping of young people
 - b. More positive media coverage of young people
 - c. Adults are friendlier to children and young people
 - d. Better access and choice for disabled children and young people e.g. leisure opportunities

- 7. Children and young people have the support and information they need to make healthy lifestyle choices
 - a. Better information and support around the following issues; emotional health, building confidence, having positive friendships,

eating healthily and being active, sex and relationships, drugs, smoking and alcohol

8. All our learning places identify and address the barriers that prevent children and young people from engaging in and enjoying learning
 - a. Better approaches to tackling bullying and disruptive behaviour of pupils
 - b. Lessons are more interactive and fun
 - c. Linking lessons to life skills and future employment

9. There are a greater number of better quality jobs, work experience opportunities and good quality careers advice for all
 - a. More support for young people not in education, employment and training
 - b. Increase work experience opportunities across the city and across professions
 - c. Young people know where to go to find out about job vacancies and apprenticeships, work experience opportunities and careers information, advice and guidance

10. All children and young people have their basic rights met
 - a. All children and young people have a home and feel they have a reasonable standard of living
 - b. Protecting all children and young people from harm
 - c. Support low income families

11. Children and young people express their views, feel heard and are actively involved in decisions that affect their lives (this is “participation”)
 - a. Inform children and young people that it’s their right to have a voice and be involved in decisions affecting their lives (Article 12 – UNCRC)
 - b. Increase understanding of different ways children and young people can share their view, have their say and make a difference

- c. More opportunities for all children and young people to get actively involved in decision making and influence change in the city centre and local communities
- d. Tackle barriers preventing children and young people getting involved in “participation” activities
- e. Organisations working with or for children and young people, should involve children and young people in deciding what they should do, how they should do it and how well they are doing it

12. Places and spaces where children and young people spend time and play are free of litter and dog fouling

- a. Clean streets
- b. Clean parks
- c. Encourage people to take responsibility for their actions
- d. Children, young people and adults working together on community clean ups



Sponsorship and partner opportunities



Introduction

Breeze is a brand for young people in Leeds under 19 (25 for young people with disabilities). It has been established for over 10 years and developed with young people for young people. Through a free membership scheme it offers and communicates the leisure opportunities available from all providers across the city throughout the year. Today there are over 163,000 Breezecard members and in the summer Breeze goes on tour!

The Breeze summer package is recognised by Local Authorities across the country as being unique and ground breaking, reaching between 20,000 – 30,000 young people and their families each summer.

Breeze on Tour

Breeze on Tour is a series of fantastic outdoor events held across Leeds for young people during the summer holiday, providing a mind boggling array of exciting things to do. From our range of action adventure inflatable equipment to break dance, circus skills, rock climbing, film making, DJ'ing, go-karting, our very own Breeze has Talent competition and every kind of sporting discipline, there really is something for everyone. The events enable young people to taste, develop and demonstrate their talents. We believe that in a child friendly city every young person has a right to participate in a wide range of enjoyable leisure activities through which they can discover and nurture their talent.

We want young people in our city to grow up feeling safe and part of a community that cares.

This is your chance to be at the heart of a community that's having a great day out...



What will Breeze do for you?

- ◆ Bring your brand to families over 10 major events over summer through onsite branding.
- ◆ Promotion through local press, media coverage and advertising.
- ◆ Publish your logo on www.breezeleads.org website and a weblink to your site.
- ◆ Opportunities to sponsor specific zones (Arts / Sport / Play / Challenge).
- ◆ Build brand confidence and community relationships through your information stalls, tasters and giveaways.
- ◆ Get feedback through consultations with an audience who will tell you exactly what they think.
- ◆ Team building and volunteering opportunities for your staff.
- ◆ Great deals on inflatable hire for corporate events.



Partner benefits – reaching a new audience

- ◆ Our purpose built website Breezeleeds.org is regularly visited by over 40,000 young people.
- ◆ Every school child in Leeds over 8 years old will receive Breeze on Tour information containing your logo.
- ◆ We work with all young people in Leeds, including those with the most challenging lives such as Looked After Children, through Breeze on Tour you can connect with all of them.
- ◆ We will include your brand on our Schools TV communications.
- ◆ Outdoor advertising around Leeds will shout Breeze on Tour with your logo right there.
- ◆ We also advertise through other media channels including cinema and print media.
- ◆ Posters featuring your logo will appear in all schools, and over 139 other venues in Leeds including Libraries, Youth Centres, Leisure Centres, Children’s Centres, One Stop Centres.
- ◆ An option to include your logos on our staff uniforms .



Breeze on Tour 2011

- 27 & 28 July
- 3 & 4 August
- 10 & 11 August
- 17 & 18 August
- 24 & 25 August

- Cross Flatts Park Beeston
- Temple Newsam Park
- Scott Hall Playing Fields
- Armley Park
- Kirkstall Abbey



Not enough? In between these events we host up to 15 smaller day events in pocket parks across Leeds, which could also be included in the sponsorship proposal. All of the printed information, inflatables and staff uniform will be present and on view at these events.

How to get involved

We would like to develop a wide range of business partnerships with organization's who are also keen to invest in the future of young people in Leeds.

There is an opportunity to sponsor an entire summer of events, specific zones within Breeze on Tour, specific events in your community or to be part of a consortium. We are also interested in exploring a longer term sponsorship deal, up to three years, which would include featuring the main sponsors branding on Breezecard - the access card given to every young person in Leeds.



For more information contact:

Sally Coe

Out of School Team Manager

sally.coe@leeds.gov.uk

Office: 0113 2760943

Mobile: 07891 270601

www.breezeleeds.org/breezeontour

Breeze Buddy Corporate Sponsorship Opportunity

*Breeze Buddy tick
logo here*



www.breezeleeds.org



Breeze Buddies

Breeze Buddies – a new approach to Corporate Sponsorship Opportunities for 2012 – align your business with Breeze through sponsorship opportunities

For the first time, Leeds City Council is offering a limited opportunity for businesses to align themselves with the Breeze brand through a Breeze pledge scheme. Businesses can become a “Breeze Buddy” by pledging their support to the Breeze programme. Opportunities range from: becoming an exclusive Platinum Breeze Buddy with the highest profile of benefit packages to Gold, Silver and Bronze Breeze Buddy packages that offer a range of benefits to match the support pledge.

Platinum Breeze Buddy:

An ideal way to evidence your Company’s commitment to Corporate Social Responsibility which is exclusive to your company. It offers the highest profile of all the sponsorship packages and will promote your brand before, during and after the Breeze events.

Package benefits:

- ◆ Breeze Buddy of the Month advertising featuring your Company name & logo on www.Breezeleeds.org for 4 weeks
- ◆ Use of exclusive platinum colour coded Breeze Buddy logo for 12 months
- ◆ Your company logo featured on the most popular piece of Breeze equipment i.e. The ASDA Lazer Zone for 12 months
- ◆ 6 complimentary bookings of any item of Platinum Breeze equipment for your corporate team building or marketing/sales campaigns
- ◆ Your company feature in Leeds card/Breezecard magazine
- ◆ Your company endorsed and featured on selected publicity material eg Breeze on Tour official partner
- ◆ Your company advert on LCC payslips for x months
- ◆ Official Media/photo opportunity

Gold Breeze Buddy

An ideal way to show your company's commitment to CSR with a high profile benefit package which includes

Package benefits:

- ◆ Breezeleeds Buddy of the Week advertising featuring your Company name & logo on www.Breezeleeds.org for 2 weeks
- ◆ Use of Gold colour Breeze Buddy logo for 12 months
- ◆ 4 complimentary bookings of Gold Breeze equipment for corporate team building or marketing/sales campaigns
- ◆ Your Company endorsed and featured on selected publicity material including the Breeze programme
- ◆ Official Media/photo opportunity

Silver Breeze Buddy

An ideal way to support CSR and raise your profile with a benefit package that includes

Package benefits:

- ◆ Breezeleeds Buddy featured on www.Breezeleeds.org benefits listing
- ◆ Use of silver coloured Breeze Buddy logo for 12 months
- ◆ 3 complimentary bookings of Silver Breeze equipment for corporate team building or marketing/sales campaigns

Bronze Breeze Buddy

An ideal way to support CSR and raise your profile with a benefit package that includes

Package benefits:

- ◆ Breezeleeds Buddy featured on www.Breezeleeds.org benefits listing
- ◆ Use of bronze coloured Breeze Buddy logo for 12 months
- ◆ 2 complimentary bookings of Bronze Breeze equipment for corporate team building or marketing/sales campaigns

BOOK YOUR PACKAGE NOW: For examples and details of pledge values see scheme overview and contact details

Breeze Buddy Corporate Opportunities

Sponsorship - Sponsor a local event

Why not sponsor an event? Big, innovative events are our specialty - prime opportunities for sponsorship and corporate hospitality are always available. *Sponsoring an event is a great 'one-off' way to give back to your local community and receive publicity for your business.*

Gifts in Kind - Competition prizes and incentives

We often run competitions and prize draws on our website www.breezeleeds.org which receives over 38,000 hits per month, and also at our Breeze activities and events. If your company can donate a prize suitable for young people please get in touch to discuss current opportunities. This could be equipment, educational resources or activities/trips for young people. Your involvement offers a great opportunity to connect with young people and families across Leeds, highlighting your products and your commitment to young people and families

Activity materials

As a Children's Service, the less money we spend on materials, the more we can spend on staffing. If you can help in this way, you'll be making a valuable contribution to our work.

Employee contributions Skills-based volunteering/ Professional skills

Individual employees can use their skills to support our work. We have various areas in which skills-based volunteering can make a real difference, from administration to fund raising to delivering activities and sessions at events and hosting stand spaces at the events

The Breeze Buddy Pledge Scheme Overview

The Breeze Buddy Pledge Scheme provides packages of incentives to encourage and reward support offered to Breeze on Tour; each package brings benefits that are commensurate with the amount of support pledged. There are a limited number of opportunities to become a Platinum Breeze Buddy for the most exclusive benefits, with other packages available to suit a range of budgets i.e. Gold, Silver, Bronze.

The packages include:

- ◆ Use of the official Breeze Buddy branding and logo colour coded to reflect amount of support pledged
- ◆ Complimentary hire of Breeze equipment to support corporate team building or marketing initiatives
- ◆ Breezecard “Buddy of the Month” featured on www.Breezeleeds.org website for discount offers for Breezecard holders
- ◆ Opportunity to feature on Breeze marketing and equipment branding.

For more information contact:

Sally Coe

Out of School Team Manager

sally.coe@leeds.gov.uk

Office: 0113 2760943

Mobile: 07891 270601

www.breezeleeds.org/breezeontour

Examples of Breeze Buddy Pledge opportunities

Official Breeze Partner Price on request

Platinum: Equivalent over £10,000:

- ◆ Sponsor a staff team c. £20k for the summer i.e. David Lloyd Sports Team £20,000

Gold Equivalent up to £10,000

- ◆ Sponsor the staff uniform “provided by.....” £10,000
- ◆ Ministry of Food Healthy cooking workshops £6,000

Silver equivalent up to £5,000:

- ◆ Sports equipment provided by Sports shop i.e. JJB sports equipment £5,000
(footballs, rackets, vouchers/equipment for prizes etc)
- ◆ Play Zone sponsored by Early Learning Centre products, discounts, vouchers £5,000
- ◆ HMV Music Zone Techno Trucks products, discounts, vouchers £5,000
- ◆ Vue Film Zone Techno Truck advertising, products, discounts, vouchers £3,000
- ◆ Pamper Zone sponsored by The Body Shop products, discounts, vouchers £3,000
- ◆ Provide craft materials for the Hobbycraft Art Zone £3,000
- ◆ Game Zone sponsored by GAME provide x-box/Kinect and associated prizes £3,000
- ◆ Sponsor promotional items for BoT e.g. Breeze bags with “sponsored by.....” £3,000

Bronze Equivalent to up to £1,500:

- ◆ Breeze pens “sponsored by” £1,500
- ◆ NHS 5 a day Healthy Option mobile catering unit £300 x 5 week £1500
- ◆ Baby change facilities sponsored by Mother care £1,000
- ◆ Provide staff in kind support at the Breeze events c. £75 per day
- ◆ Provide staff expertise e.g. fundraising, marketing, R&D consultancy c. £150 per day

These are only suggestions please contact us if you would like to discuss any other opportunities that your company could offer.

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 23rd February 2012

Subject: Work Schedule

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

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 and 3 respectively are the minutes of Executive Board 10th February 2012 and 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 Executive Board minutes and Forward Plan

4. Background papers

- 4.1 None used

This page is intentionally left blank

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
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> .	Consider potential scope of review SB @ 10am		
Reducing CO2 emissions in the Local Authority Estate	Consider potential scope of review SB @ 10am		
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	Consider potential scope of review SB @ 10am	Initial discussion on the West Yorkshire Local Transport Plan and the Leeds Implementation Plan -SB	
The City's cultural development <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	
Board initiated piece of Scrutiny work (if applicable) <i>Bowling Pitch Strategy</i>	Consider potential areas of review		
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		
	September	20 th October	1 st 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			

Page 46

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

Area of review	Schedule of meetings/visits during 2011/12		
	26 th January	23 rd February	22 nd 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, Contractors and Assets			Update report – Delivery Plan 2011/12 and wider performance information on CO2 reduction of contractors.
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		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	
Budget Update	Quarterly update requested at Scrutiny Board October 2011. Simon Criddle lead officer		
Review of consultation practices within Highways Services			Report requested at Scrutiny Board October 2011. Gary Bartlett lead officer
Board initiated piece of Scrutiny work (if applicable) <i>Bowling pitch strategy</i>			
Flood Risk Management			Scrutiny of Flood Risk Activities - The Flood & Water Management Act 2010
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 th 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 (Scrutiny report July 2012)		
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		
Budget Update	Quarterly update requested at Scrutiny Board October 2011. Simon Criddle lead officer		
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 Scrutiny Board (Sustainable Economy and Culture)

1 February 2012 – 31 May 2012

What is the Forward Plan?

The Forward Plan is a list of the key decisions the Authority intends to take during the period 1 February 2012 – 31 May 2012. The Plan is updated monthly and is available to the public 14 days before the beginning of each month.

What is a Key Decision?

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

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

What does the Forward Plan tell me?

The Plan gives information about:

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

Who takes key decisions?

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

Who can I contact?

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

How do I make contact?

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

Leeds City Council - Telephone: 0113 2474357

How do I get copies of agenda papers?

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

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

Telephone: 0113 2474350

Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

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

Where can I see a copy of the Forward Plan?

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

2011/12

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

About this publication

For enquiries about the Forward Plan of Key Decisions please:

E-mail: cxd.councilandexec@leeds.gov.uk or telephone: 0113 247 4357

Visit our website www.leeds.gov.uk for more information on council services, departments, plans and reports.

This publication can also be made available in Braille or audio cassette. Please call: 0113 247 4357

If you do not speak English and need help in understanding this document, please phone: 0113 247 4357 and state the name of your language.

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

(Bengali):-

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

(Chinese):-

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

(Hindi):-

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

(Punjabi):-

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

(Urdu):-

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

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 February 2012 to 31 May 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)
Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1 st March 2012 with the option to extend for a further 2 years if so required.	Director of City Development	1/2/12	Parks and Countryside, Procurement Unit.	Tender Returns	Martin Farrington, Director of City Development martin.wright@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>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>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/2/12</p>	<p>: Internal, members</p>	<p>Design and Cost Report</p>	<p>carolyn.walters@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority to:</p> <p>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>1/2/12</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>
<p>Infrastructure Support Fund grant allocations 2012/13</p> <p>Approval of grant allocations for the Infrastructure Support Fund to organisations to enable them to deliver practical infrastructure support services to voluntary, community and faith sector organisations for 2012/13.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>1/2/12</p>	<p>Consultation with current providers, LCC Officers and with Executive Member.</p>	<p>Report to be presented to Delegated Decision Panel, Environment and Neighbourhoods</p>	<p>julie.staton@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Annual Pedestrian Crossing Review 2012 Chief Officer of Highways and Transportation to approve the proposals made in the report as the basis for the 2012/13 programme for introducing new pedestrian crossings	Director of City Development	1/2/12	Local members are advised of the progress made with their requests by the Traffic Section and notified of the final outcome of the review. Once approved each individual scheme is then taken forward for a separate delegated decision for detailed design and construction – this includes consultations with ward members and affected frontages	Design and Cost Report - Annual Pedestrian Crossing Review 2012	kasia.speakman@leeds.gov.uk
Highway Maintenance Capital Programme 2012-13 To approve the Highway Maintenance Capital Programme 2012-13	Chief Officer (Highways and Transportation)	1/2/12	Councillors will be informed of work to be done in their ward on this programme	Report to Chief Officer Highways and Transportation	andrew.bellamy@leeds.gov.uk

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>Local Transport Plan - Highway Maintenance Capital Programme 2012-13</p> <p>To approve the Local Transport Plan - Highway Maintenance Capital Programme 2012-13</p>	<p>Director of City Development</p>	<p>1/2/12</p>	<p>Councillors will be informed of work to be done in their ward on this programme</p>	<p>Report to the Chief Officer Highways and Transportation</p>	<p>andrew.bellamyleeds.gov.uk</p>
<p>Design and Cost Report - 2012/13 Highway Structures Capital Programme. Capital Scheme Number: 99508</p> <p>Authority for the design and implementation of a programme of Highway Structures Capital Maintenance works comprising maintenance. Assessment and strengthening works for 2012/13</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>21/2/12</p>	<p>Internal. Members</p>	<p>Design and cost report</p>	<p>carolyn.walton@leeds.gov.uk</p>

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

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Construction Skills Commissioning Key Decision – Executive Board	Executive Board (Portfolio: Environment, Neighbourhoods and Housing)	7/3/12	Jobcentre Plus, Members, existing/potential providers	The report to be issued to the decision maker with the agenda for the meeting	jane.hopkins@leeds.gov.uk
Camera Enforcement of Bus Lanes (BLE)-Phase 2, Leeds City Wide Approval Agree to roll out the BLE to all remaining Bus Lanes and gates in Leeds. Allow the inclusion of cameras for enforcement as part on new bus lane and bus gate schemes.	Executive Board (Portfolio: Development and the Economy)	7/3/12	Consultations were carried out as part of the BLE Phase 1 pilot. Press releases will be issued to notify motorists of the expansion of the system.	The report to be issued to the decision maker with the agenda for the meeting	gary.bartlett@leeds.gov.uk
To approve the allocation of the Three Year Grants for the Arts and Leeds Inspired Grants To approve the allocation of the Three Year Grants for the Arts and Leeds Inspired Grants	Executive Board (Portfolio: Development and the Economy)	7/3/12	Executive Board, Executive Member for Leisure	The report to be issued to the decision maker with the agenda for the meeting	catherine.blanshrd@leeds.gov.uk

NOTES

Key decisions are those executive decisions:

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

Executive Board Portfolios

Executive Member

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

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

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Vision for Leeds	Council	To be confirmed	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Planning, Policy and Improvement)
Council Business Plan	Council	July 2013	Via Executive Board, all Scrutiny Boards	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Sustainable Economy and Culture City Priority Plan	Council	July 2013	Via Executive Board, Scrutiny Board (Sustainable Economy and Culture), Leeds Initiative Board, sustainable Economy and Culture Partnership Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Local Flood Risk Management Strategy	Council		Via Executive Board, Scrutiny Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
			(Sustainable Economy and Culture)		

NOTES:

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

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

EXECUTIVE BOARD

FRIDAY, 10TH FEBRUARY, 2012

PRESENT: Councillor K Wakefield in the Chair

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

183 Late Items

There were no late items as such, however, it was noted that 2 pages which due to a printing error had been omitted from paper copies of the agenda, had been circulated prior to the meeting for consideration (Minute No. 197 referred).

In addition, with the agreement of the Chair, a response to agenda item 13 entitled, 'Deputation to Council: 16th November 2011: National Federation of the Blind', from the Leeds Branch of the National Federation of the Blind had been circulated to Board Members at the meeting for their consideration (Minute No. 187 referred).

184 Declarations of Interest

Although no declarations of interest were made at this point in the meeting, declarations were made at later points in the meeting (Minute Nos. 190 and 201 referred respectively).

185 Access to Background Papers

In responding to enquiries which had been recently raised, the Chief Executive confirmed that all statutory requirements had been fulfilled with respect to Background Papers on the current Executive Board agenda, but emphasised that further work would be undertaken into how the referencing of such background documents could be improved in the future.

186 Minutes

RESOLVED – That the minutes of the meeting held on 4th January 2012 be approved as a correct record.

ADULT HEALTH AND SOCIAL CARE

187 Deputation to Council 16th November 2011 - National Federation of the Blind

The Director of Adult Social Services submitted a report responding to the deputation made to Council on 16th November 2011 by the Leeds Branch of the National Federation of the Blind. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

With the agreement of the Chair, a response received from the Leeds Branch of the National Federation of the Blind had been circulated to Board Members at the meeting for their consideration.

Clarification was provided by the Director of Adult Social Services that the reference within Appendix 2 to the submitted report should read as 'Action for Blind People' and not 'Action for the Blind'.

Having responded to Members' enquiries regarding the transfer of information which had occurred between contractors, the Executive Member for Adult Health and Social Care together with the Director of Adult Social Services assured the Board that dialogue would continue with all relevant parties in order to address the concerns which remained in respect of this issue.

In concluding the discussion, it was requested that Scrutiny Board (Health and Wellbeing and Adult Social Care) continued to be involved in the resolution of this matter, and that Executive Board Members, together with Group Leaders were kept informed of any further developments.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the actions currently being undertaken by Adult Social Care and Leeds Vision Consortium to address the points raised by the Deputation be noted.

RESOURCES AND CORPORATE FUNCTIONS

188 Financial Health Monitoring 2011/12 - Month 9

The Director of Resources submitted a report setting out the Council's projected financial health position after nine months of the financial year. The report reviewed the position of the budget after eight months and commented on the key issues impacting on the overall achievement of the budget for the current year. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members highlighted the positive impact of the one-off sources income received by the Council during the financial year upon the current budgetary position.

In responding to a Member's specific enquiry, the Director of Environment and Neighbourhoods undertook to provide the Member in question with a briefing on an ongoing litigation matter within Housing.

In conclusion, the Board paid tribute to the robust management of the budget which had taken place throughout the current financial year.

RESOLVED – That the projected financial position of the authority after the three quarters of the financial year be noted.

189 Revenue Budget 2012/13 and Capital Programme

(A) Revenue Budget and Council Tax 2011/2012

Further to Minute No. 154, 14th December 2011, the Director of Resources submitted a report on the proposals for the City Council's Revenue Budget for 2012/2013, on the Leeds element of the Council Tax to be levied in 2012/2013 and on Council House rents for 2012/13, which had been prepared in the context of the Council's initial budget proposals agreed by Executive Board in December 2011, the Local Government Finance settlement and the results of the budget consultation. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Whilst introducing the report, the Chair paid tribute to all of those who had been involved in preparing the Council's budgetary proposals.

In responding to Members' enquiries, the Board received an update in respect of the current position regarding shared services with other local authorities, and an undertaking was given that a briefing note would be provided to Group Leaders on this matter. In addition, the Board also received clarification with regard to the Capital Receipts Incentive Scheme, which was to confirm that the scheme did not apply to the sale of assets already assumed within the Capital Programme. It was also confirmed that the budget proposed did not reduce current Area Management funding.

Members welcomed the proposed Council Tax freeze for 2012-13 and requested that representations were made to the Government regarding the need for such funding from the Government to continue into future years.

The Board highlighted the significant achievement that despite the Council's reduced workforce in recent years, there had been no enforced redundancies. The Chief Executive then paid tribute, both to those employees who had left the authority in recent years and also to those who remained.

Members discussed the proposed increase in the proportion of the Council's budget which was dedicated to Children's Services and Adult Social Care and also considered the impact of the increasing number of schools becoming academies upon the budget.

RESOLVED -

- (a) That Council be recommended to approve the Revenue Budget for 2012/2013 totalling £563,114,000, as detailed and explained within the submitted report and accompanying papers, with no increase in the Leeds' element of the Council Tax for 2012/13.
- (b) That in respect of the Housing Revenue Account, Council be recommended to: -

- (i) approve the budget at the average rent increase figure of 6.82%;
- (ii) increase the charges for garage rents to £6.93 per week;
- (iii) increase service charges in line with rents (6.82%).

(B) Capital Programme Update 2011-2014

The Director of Resources submitted a report setting out the updated draft capital programme for 2011-2014, which included forecast resources for that period. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the following be recommended to Council:
 - (i) That the capital programme, as attached to the submitted report, be approved;
 - (ii) That the Executive Board be authorised to approve in year amendments to the capital programme, including transfers from and to the reserved programme in accordance with Financial Procedure Rules; and
 - (iii) That the proposed Minimum Revenue Provision (MRP) policies for 2012/13, as set out within 3.7 of the submitted report and as explained at Appendix E, be approved.
 - (iv) That the updated capital approval delegations in Financial procedure Rules, as shown in Appendix F to the submitted report, be approved.
- (b) That approval be given to the list of land and property sites, as shown within Appendix D to the submitted report, being disposed of in order to generate capital receipts for use in accordance with the MRP policy.
- (c) That the Director of Resources be authorised to manage, monitor and control scheme progress and commitments to ensure that the programme is affordable.

(C) Treasury Management Strategy 2012-2013

The Director of Resources submitted a report setting out the Treasury Management Strategy for 2012/2013 and outlining the revised affordable borrowing limits under the prudential framework. In addition, the report also provided a review of strategy and operations in 2011/2012. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That approval be given to the initial treasury strategy for 2012/13, as set out within Section 3.3 of the submitted report, and that the review of the 2011/2012 strategy and operations, as set out within Sections 3.1 and 3.2 of the submitted report, be noted.
- (b) That it be noted that the changes to CIPFA's Treasury Management Code of Practice and cross sectoral guide and Prudential Code of practice have been adopted and implemented by the Council.
- (c) That Council be recommended to set the borrowing limits for 2011/12, 2012/13, 2013/14 and 2014/15, as set out within Section 3.4 of the submitted report.
- (d) That Council be recommended to set the treasury management indicators for 2011/12, 2012/13, 2013/14 and 2014/15 as set out within Section 3.5 of the submitted report.
- (e) That Council be recommended to set the investment limits for 2011/12, 2012/13, 2013/14 and 2014/15 as set out within Section 3.6 of the submitted report.
- (f) That Council be recommended to adopt the revised Treasury Management Policy Statement.

(The matters referred to in parts A(a), A(b)(i) to (iii), B(a)(i) to (iv) and C(c) to (f) being matters reserved to Council were not eligible for Call In)

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within minute Nos. 189(A) and 189(B))

190 Welfare Reform Strategy

The Director of Resources submitted a report setting out the overall strategy for ensuring that customers, service providers and stakeholders were prepared for, and able to respond to, the issues and requirements arising from the welfare reform programme. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the proactive approach which was being taken to ensure that all parties were prepared for the implications arising from the introduction of the welfare reform programme.

Following several detailed enquiries, officers undertook to provide a briefing on related matters to any Board Member who wanted one.

Members highlighted the increased demand which had already been experienced on some Council services as a result of the programme, emphasised the important role which could be played by Area Committees in

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th March, 2012

this area and received details on the likely impact of the welfare reforms upon young people.

RESOLVED –

- (a) That the welfare reform strategy be approved.
- (b) That updates on progress with the strategy be received in due course.
- (c) That a welfare reforms' communications strategy to deliver timely, targeted information to customers and stakeholders, from March 2012, be supported.
- (d) That the proposal to work with Area Committees in order to ensure that the strategy reflects and meets needs at a local level, be supported.
- (e) That activity to ensure face to face services fully support customers and service users in meeting the requirements of Universal Credit, be supported.
- (f) That the exploration of opportunities to get involved with pilots around Universal Credit delivery where the Council would be able to add value and localise delivery arrangements, be approved.

(Councillor A Carter declared a personal interest in this matter, as his step-daughter was in receipt of benefits and would potentially be affected by the change in legislation)

191 State of the City Report and Full Council Meeting

The Assistant Chief Executive (Customer Access and Performance) submitted a report providing the background to the State of the City report and detailed the key cross cutting issues arising from the it, with recommendations to refer relevant issues to Leeds Initiative Board and/or the Strategic Partnership Boards. The report also reviewed the first State of the City Full Council meeting which took place on 7th December 2011 and which made recommendations for this to become an annual event. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members generally supported the principle of the State of the City Council meeting, but a view was put forward that further thought was needed in respect of the format used in future.

RESOLVED –

- (a) That, based on the issues highlighted in the State of the City report, particularly those relating to deprivation:-
 - i) a quality and completeness check be undertaken to ensure that each of the Strategic Partnership Boards have actions in place to address the relevant issues;

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th March, 2012

- ii) the outcome of this work be reported back to the Leeds Initiative Board.
- (b) That an overview of progress on deprivation and poverty related issues across the city be reported to the Leeds Initiative Board after the 2011/12 year end, and through the publication of the next State of the City Report in the Autumn of 2012.
- (c) That a special additional Full Council meeting be held annually (a provisional date of 28 November has been set for 2012) to consider the State of the City report, with the active involvement of partners and with a number of changes being incorporated into the 2012 meeting based on feedback from participants:
 - the question session is dropped to allow further time for the seminar sessions;
 - the seminar themes are better integrated to reflect the issues highlighted in the State of the City report;
 - there is greater Member engagement in the preparation and design of the event; and
 - consideration is given to further ways to support members getting more involved in key strategic issues affecting the city.
- (d) That the key messages from the break-out sessions be shared with Members, partners and colleagues across the Council.

CHILDREN'S SERVICES

192 Annual Standards Report (Primary)

The Director of Children's Services submitted a report providing an overview of the performance of primary schools at the end of the academic year 2010-2011, as demonstrated through statutory national testing and teacher assessment. In addition, the report also outlined the action taken by the Council to fulfil its responsibilities to support, monitor, challenge and intervene as necessary. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In responding to Members' enquiries, emphasis was placed upon the pivotal role of the Leeds Education Challenge and assurances were given in respect of the initiative's communications strategy.

RESOLVED – That the following be endorsed and supported:-

- (a) The progress which has been made at all key stages and in those areas that need further improvement;
- (b) The future provision of support, challenge and intervention in Leeds to ensure that progress continues to be made;

- (c) The centrality of the Leeds Education Challenge in securing improvement.

193 Annual Standards Report (Secondary)

The Director of Children's Services submitted a report summarising the progress achieved in secondary school improvement in Leeds, with a particular focus upon the outcomes achieved by pupils in 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Responding to Members' enquiries, assurances were provided on the momentum of change and focus being placed upon the educational element of Children's Services.

Following Members' questions, the Board received an update on the actions being taken to improve attainment levels within mathematics and also on the causal factors of the varying attendance levels amongst different ethnic groups.

RESOLVED – That the following be endorsed and supported:-

- (a) The progress which has been made, specifically in areas that need further improvement;
- (b) The future provision of support, challenge and intervention in Leeds to ensure that progress continues to be made;
- (c) The centrality of the Leeds Education Challenge in securing improvement.

194 Half Yearly Adoption Agency Report

The Director of Children's Services submitted a report detailing the work of Leeds City Council Adoption Service from April 2011 to September 2011 inclusive. The report considered the activity of the service in relation to the implementation and progression of children's care plans, the service offered to those seeking to adopt, in addition to those affected by adoption through the provision of adoption support. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the work of the Adoption Team continue to be supported in order to ensure that adopted children receive the best possible support.

ADULT HEALTH AND SOCIAL CARE

195 Leeds Local Account

The Director of Adult Social Services submitted a report introducing the Local Account of Adult Social Care Services for its citizens. The report provided an explanation of the new responsibilities placed upon Councils, whilst detailing

the Local Account's contribution towards enhancing local accountability to the public, and as a tool to supporting sector led service improvement. In addition, the report provided a summary of the main areas of achievement of Adult Social Care and indicated areas of service identified within the Leeds Local Account as requiring further development in order to sustain or improve performance. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the content of the submitted report, together with the attached Local Account for Leeds, entitled 'Living Life Your Own Way', be noted.
- (b) That the statement by the LINK, as appended to the submitted report, on their perspective of the Council's progress and the extent to which local people have been actively engaged in prioritisation and planning, be noted.
- (c) That the areas for improvement, as set out within the attached Local Account be referred to the Scrutiny Board (Health and Wellbeing and Adult Social Care) for their oversight of performance.

DEVELOPMENT AND THE ECONOMY

196 Leeds (River Aire) Flood Alleviation Scheme

The Director of City Development submitted a report providing an update on the progress of proposals to provide flood defences for the city. In addition, the report sought approval to a phased approach to providing flood defences, the aim being to complete Phase 1 to achieve a 1 in 75 year Standard of Protection for the city centre area (between Leeds Station and Knostrop Weir), by the end of 2015. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the phased approach which had been proposed and emphasised the vital importance of an effective flood alleviation scheme for both the city and the regional economy. In addition, Members highlighted the inflexible nature of the criteria applied by DEFRA to flood alleviation and requested that representations were made to DEFRA on this matter.

RESOLVED –

- (a) That it be acknowledged that the original comprehensive flood defence scheme, costing £188,000,000 (whole life costs at 2011 figures), which would provide a 1 in 200 year standard of flood protection, will not be funded in the near future.
- (b) That in light of resolution (a) above, approval be given to a phased approach to providing flood defences as the most pragmatic way forward at this time, with the aim being to complete Phase 1 to achieve a 1 in 75 year Standard of Protection for the City Centre area, from Leeds Station to Knostrop Weir by the end of 2015.

- (c) That, should it be affordable and practicable, elements of Phase 1, as outlined within paragraph 3.9 of the submitted report, be progressed at the earliest opportunity.
- (d) That it be agreed that Leeds City Council, as lead Local Flood Authority, working with partners, should lead and procure further work to develop proposals and to secure funding in order to progress Phase 1, currently estimated by the Environment Agency at £75,800,000.
- (e) That Leeds MPs continue to liaise proactively with Defra and the Environment Agency in order to support Leeds City Council in its ambition to progress a flood defence project for the city by providing minimum match funding, seconding technical staff and sharing all relevant technical information.
- (f) That expenditure of £500,000, made available from the Council's Capital allocation of £10,000,000 to progress the recommendations of the submitted report, including further feasibility and associated work, be authorised.
- (g) That the phased approach, as highlighted within paragraph 3.9 of the submitted report be agreed, subject to detailed technical assessment.

197 LDF Core Strategy - Publication Document

The Director of City Development submitted a report presenting the Core Strategy, together with the sustainability appraisal report and other relevant supporting documents, for the purposes of public consultation and the formal invitation of representations. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Two pages from this report, which due to a printing error had been omitted from paper copies of the agenda, had been circulated to Board Members prior to the meeting for their consideration.

Responding to Members' enquiries, the Board received clarification in respect of Protected Areas of Search (PAS) sites. In addition, having emphasised the importance of local community and local Ward Member input within the consultation process, the Board received reassurances in respect of such matters.

Members' concerns regarding the projected population growth forecasts, and the basing of the proposed strategy on such forecasts were acknowledged, however, emphasis was placed upon the need for a Core Strategy to be established, which would be done using the most up to date statistics available.

The Chief Executive emphasised the extent to which pre-consultation had already taken place during the compilation of the strategy. It was noted that during such consultation, the issue of windfalls, the importance of local distinctiveness and the need for further co-operation and communication

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th March, 2012

between developers and the locality, were all matters which had been highlighted.

RESOLVED – That the publication of the Core Strategy, together with the sustainability appraisal report and other relevant supporting documents, for the purposes of public consultation and the formal invitation of representations, be approved.

(The Development Plan Document is prepared within the context of the LDF Regulations and statutory requirements, and as the DPD is a Budgetary and Policy Framework document, the matters referred to within this minute were not eligible for Call In)

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

- 198 Refurbishment of Street Lighting on the A659 High Street, Boston Spa**
The Director of City Development submitted a report advising of the background to the proposed scheme for the refurbishment of street lighting on High Street, Boston Spa, and which sought approval to continue with the installation of the latest scheme proposals, which were in accordance with British Standards for the design of road lighting, but contrary to local community representatives wishes. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED – That the installation of the latest scheme proposals for High Street, Boston Spa, which is in accordance with British Standards for the design of road lighting, but contrary to local community representatives wishes, be approved.

- 199 Leeds Bradford International Airport Taxi Access**
Further to Minute No. 95, 12th October 2011, the Director of City Development submitted a report responding to the recommendations made by the Scrutiny Board (Regeneration) following its inquiry into the full design option for the provision of a taxi facility on Whitehouse Lane at Leeds Bradford International Airport. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

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

RESOLVED –

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

200 Consultant's Report on the Future of Kirkgate Market

The Head of Scrutiny and Member Development submitted a report requesting that consideration was given to the major concerns of the Scrutiny Board (Regeneration) regarding the consultant's report on the future operation and management of Kirkgate Market. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

On behalf of the Board, the Chair thanked Scrutiny Board (Regeneration) for the work which it had undertaken on this matter. This was followed by Councillor J Procter, Chair of the Scrutiny Board, attending the meeting to present the Board's findings and key concerns.

RESOLVED – That the comments and observations of Scrutiny Board (Regeneration) on the consultant's proposals for the future operation and management of Kirkgate Market, be noted.

201 Kirkgate Market Strategy and Capital Works

The Director of City Development submitted a report providing an update on the strategy for Kirkgate Market, the recommendations of Quarterbridge Project Management Ltd. on the future management and ownership model for the market, its optimum size and various other matters which would secure it's future. In addition, the report also detailed the capital maintenance works programmed for the market, whilst also outlining proposals for progressing some of the recommendations from the consultant's report regarding the replacement of some areas of the market and the refurbishment of other halls, together with proposed further consideration of the market's future management and ownership. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering the consultant's recommendations, the Board noted that such recommendations did not commit the Council to a single course of action and that all such recommendations would not be accepted as a matter of course. Responding to Members' comments and concerns, assurances were provided that the market would remain within Council ownership, that it was viewed as a great asset to the city and that it needed to adapt in order to meet the new challenges from within retail sector. Clarification was also given to the Board following enquiries in respect of a perceived conflict of interest regarding the consultants.

RESOLVED –

- (a) That the recommendations from market specialists, Quarterbridge Project Management Ltd. be noted.
- (b) That the Council's commitment to ensure a sustainable future for Kirkgate Market be reaffirmed.
- (c) That agreement in principle be given to the market being reduced by 25% and to proceed with a full feasibility study for a modern extension to replace the 1976, 1981 and George Street shops halls and for the refurbishment of 1904 and 1875 halls.
- (d) That agreement be given to retaining the open market and relocating it, following the redevelopment of the indoor market, so that it remains adjacent to the indoor market.
- (e) That agreement be given to hypothecate a proportion of the markets surplus in 2012/13 as a contribution towards the potential revenue and capital costs of redevelopment and refurbishment and to the injection of a scheme into the capital programme, in order to enable a full feasibility study to be undertaken.
- (f) That officers be requested to report back on the outcome of the feasibility study in order to advise the Board on the scope, scale and financial implications of the redevelopment and refurbishment proposals.
- (g) That officers be instructed to explore the advantages and disadvantages of a commercial partnership against the option of the market remaining in the Council's sole ownership and management.
- (h) That officers be instructed to consider further the feasibility of implementing other matters recommended by Quarterbridge.

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

(Councillor Golton declared a personal interest in this item, due to his involvement in the Markets Forum, and also as due to his family being frequent shoppers at the market)

NEIGHBOURHOODS, HOUSING AND REGENERATION

202 Towards More Integrated Locality Working 2: An Early Review of the Environmental Services Delegation

Further to Minute No. 199, 30th March 2011, the Assistant Chief Executive (Customer Access and Performance) submitted a report providing an early stage review of the delegation of environmental services and which articulated the views of Elected Members across the ten Area Committees, as reported

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th March, 2012

by the three Area Support Teams. The report lent heavily on a range of discussions at environmental sub groups, tasking meetings, Area Committee meetings, ward meetings, the views of the Environmental Champions and from the Area Committee Chairs' Forum meeting. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members welcomed the progress which had been made in this area, but emphasised the need to ensure that there was sufficient resource available to undertake the delegated provision and the importance of a cohesive approach to be taken between directorates. In addition, Members highlighted the benefits that a performance management tool may have in respect of the effectiveness of the service.

RESOLVED –

- (a) That the gradually improving confidence of Elected Members in the delegated service be welcomed.
- (b) That activities which will do more to embed the service locally, be endorsed.
- (c) That the constitutional amendment, as shown within Appendix 1 to the submitted report be approved.
- (d) That officers be authorised to set out and agree with Area Committees other appropriate delegations for a further service level agreement in respect of Ginnel/Gully Cleansing and Graffiti.

203 Housing Revenue Account Self Financing and Business Plan

The Director of Environment and Neighbourhoods submitted a report presenting for approval the Housing Revenue Account (HRA) Business Plan. In addition, the report provided details of the key findings, priorities and principles contained within the Plan. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the proposals regarding the more structured, longer term strategy for rent increases. In addition, Members requested that a programme of housing stock improvements was considered which would ultimately lead to 'component decency' being achieved, whilst Members were assured that work continued in order to ensure that any budgetary shortfall experienced by an ALMO would be addressed equitably.

In conclusion, it was suggested that as this matter progressed, a Member seminar on this issue was scheduled.

RESOLVED –

- (a) That the HRA Business Plan, as appended to the submitted report, be approved.

- (b) That the key priorities and actions, as set out within the Plan, be approved.
- (c) That the rent strategy outlined for the next 5 years be approved in order to deliver essential investment.
- (d) That approval be given to ALMO cash reserves being utilised as required, in order to sustain the essential investment standard.

204 Investment in Affordable Housing in Leeds

The Director of Environment and Neighbourhoods submitted a report which provided an overview of affordable housing delivery in Leeds since 2008, detailed the context for ongoing discussions about investment, and moving forward, outlined the proposed approach to the delivery of priorities for affordable housing investment in Leeds. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members welcomed the number of affordable housing units which had been delivered as part of the Affordable Homes Programmes and considered the levels of new residential schemes established via Section 106 agreements.

RESOLVED –

- (a) That the affordable housing investment which Leeds has been successful in attracting over the period since 2008 be noted.
- (b) That investment in affordable housing delivery in Leeds be directed towards identified gaps and meeting the priorities, as identified within the Leeds Housing Investment Plan (LHIP).

DATE OF PUBLICATION: 14TH FEBRUARY 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 21ST FEBRUARY 2012

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 22ND February 2012)

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th March, 2012

This page is intentionally left blank