



SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

Meeting to be held in on
Thursday, 22nd March, 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;
C Fox - Adel and Wharfedale;
G Hyde - Killingbeck and Seacroft;
M Lyons - Temple Newsam;
J Matthews - Headingley;
V Morgan - Killingbeck and Seacroft;
P Wadsworth - Guiseley and Rawdon;

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

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>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

1 - 6

To confirm as a correct record, the minutes of the meeting held on 22nd February 2012

(Copy attached)

7

QUARTER 3 PERFORMANCE REPORT

7 - 30

To consider the report of the Assistant Chief Executive (Customer Access and Performance) on the quarter 3 performance data relevant to the Sustainable Economy and Culture

(Report attached)

8		<p>SESSION 2 - INQUIRY INTO 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</p> <p>To consider the report of the Director of City Development which presents evidence for Session 2 as defined by the Scrutiny Board within the Inquiry terms of reference</p> <p>Please note: Appendices will be issued prior to the Board meeting</p> <p>(Report attached)</p>	31 - 52
9		<p>HIGHWAYS AND TRANSPORTATION SCHEME CONSULTATION PROCESS UPDATE</p> <p>To consider the report of the Director of City Development which updates Scrutiny Board on the changes to Highways and Transportation's consultation procedures for Transportation schemes</p> <p>(Report attached)</p>	53 - 70
10		<p>FLOOD RISK MANAGEMENT UPDATE</p> <p>To consider the report of the Flood Risk Manager which provides background to the work addressing flooding issues, particularly since the Flood & Water Management Act</p> <p>(Report attached)</p>	71 - 76
11		<p>WORK PROGRAMME</p> <p>To consider the report of the Head of Scrutiny and Member Development setting out the work schedule for the Board for the remainder of the Municipal Year.</p> <p>(Report and schedule attached)</p>	77 - 114

DATE AND TIME OF NEXT MEETING

To note the date and time of the next meeting as Thursday 19th April 2012 at 10:00am. (A pre-meeting for Members will be held at 9:30 am)

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Agenda Item 6

SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 23RD FEBRUARY, 2012

PRESENT: Councillor M Rafique in the Chair

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

54 Chairs Opening Remarks

Councillor Rafique welcomed all present to the meeting and expressed the Boards' congratulations to Councillor Morgan who celebrated her 55th Wedding Anniversary today.

55 Late Items

No formal late items of business were added to the agenda, however the Board had received a supplementary document providing budgetary information on the events provided by the Out of School Activities Team (minute 60 refers)

56 Declarations of Interest

The following Members declared personal interests for the purpose of Section 81 (3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct:

Councillor Cohen – powers to promote local employment, training and skills - declared a personal interest as a representative of Tesco Stores Plc had been invited to give evidence to the Scrutiny Inquiry and he stated Tesco Stores Plc were a retail client of his business, unrelated to this Inquiry. (Minute 59 refers)

57 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor D Atkinson. Members also noted the changes made to the membership of the Board by Council on 22nd February 2012 and welcomed Councillors Fox and Wadsworth as new Members of the Board.

58 Minutes

Minute 48 - Councillor Cohen requested that the minutes reflect his disappointment that the relevant Director and Executive Members had not attended the meeting to present the Quarter 2 Performance report in respect of the Department of Environment and Neighbourhoods

Minute 51 - Members noted a correction required to the title of Mr M Sellens to read "Head of Planning Services".

RESOLVED – That, subject to the amendments outlined above, the minutes of the meeting held on 26th January 2012 be agreed as a correct record

59 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

Further to minute 51 of the meeting held 26th January 2012, the Director of Environment and Neighbourhoods submitted a report to Session 3 of the Inquiry on the proposed approach for the monitoring and review of the delivery of employment and skills obligations

Sue Wynne - Chief Officer; Employment & Skills, Philippa Toner – Senior Executive Manager, Public Private Partnership Unit and Martin Sellens, Head of Planning Services attended the meeting. In brief, officers highlighted :

- the need for implementation of the obligations to be transparently monitored and reviewed and the benefits this approach would bring
- feedback from the consultation with suppliers which showed general support for the proposed approach - if appropriate performance targets and associated remedies for non-compliance were determined prior to signing the contract and detailed in the contract documents, the process was not too bureaucratic/expensive and obligations were dealt with on a contract by contract basis
- the difference between S106 financial obligations and jobs & skills obligations and the engagement process with developers
- the Director of Resources had considered the financial implications and risk to the authority of jobs and skills obligations being formalised within the thresholds previously discussed and was supportive of the initiative.

The Board made the following comments

- S106 jobs & skills obligations should be more robustly pursued as there was concern that there appeared to be no redress if a developer did not fulfil those obligations. Members noted the response that every employment plan attached to a planning permission now contained clear targets however City Development acknowledged that measures to deal with failure to meet obligations were required
- reports to Plans Panels should include reference to the “track record” of an applicant/developer in meeting S106 obligations attached to previously approved schemes/phases of the same scheme

The Board welcomed representatives of external organisations to the Session:

Debra Hyams Tesco Stores PLC – gave evidence on the working relationship established between Tesco and the Leeds Employment Team and highlighted the following:

- LET was a useful tool for employers who needed to know local skills base
- Some new developments were developer led with the end user not being involved in the initial plans and negotiations; therefore the jobs & skills requirements may not be those the end user could fulfil
- Would welcome flexible employment and skills obligations as a target for the company to aim towards.

Janet Spencer Leeds Housing Concern – gave evidence as a representative of a charity providing housing and assistance to the most vulnerable groups. LHC had participated in the consultation undertaken by LCC and highlighted the following:

- The suggested approach would lend weight to the informal arrangements currently in place by which LHC and similar organisations provided assistance to their client group to gain education and employment through an in-house training programme and work experience for social work and health care students

Having thanked all attendees for their contributions to the Inquiry and being satisfied with the information presented; the Board made the following initial recommendations:

1. To support the production of a policy framework and charter to bring consistency in approach and enable external bodies to be clear on the Councils expectations. Consultation with stakeholders should be sufficiently undertaken to inform this process.
2. Clear guidance and information must be available and provided to those parties on which jobs and skills obligations are imposed.
3. To develop a toolkit for consistent implementation. This should also be supported by staff training. The toolkit should ensure that efficient processes are in place to ensure there is no duplication of effort by planning and procurement where both are involved in a particular venture.
4. A review of operational procedures in Planning and Procurement to ensure that there is a documented process flow which demonstrates that the Employment and Skills team have been alerted to each and every opportunity that meets defined criteria at an early stage, including pre-application meetings.
5. Ensure robust monitoring
6. Ensure pockets of best practice are identified and adopted across the Authority
7. Ensure opportunities, skills and employment are targeted to local unemployed and NEETS
8. To recommend the following thresholds –
 - a. Contracts valued at £100k and above
 - b. Developments of more than 100 residential units
 - c. Construction sites of more than 10,000 sq m
 - d. Retail developments of over 2,000m²

Additionally, Members sought further investigation of

- The appropriateness of introducing an “obligation bond”. An amount to be retained/levied should a developer not fulfil the obligations set out in a Section 106 Agreement
- Separate Scrutiny work into Section 106 financial obligations, to cover the amount of time taken for financial and non financial obligations to be met/paid and actions taken to recover and enforce obligations.

RESOLVED – That the contents of the report and the comments of the Board on the proposed approach to the monitoring and review of the delivery of the employment and skills obligations through the council’s procurement and planning functions as detailed above be noted

60 Session 3 - Inquiry into the engagement of young people in culture, sport and recreational activities

Further to minute 39 of the meeting held 1st December 2012 the Director of City Development submitted a report to the third Inquiry Session focussing on the involvement of young people in the development; delivery and improvement of services.

The Board withdrew to an informal meeting space to participate in a workshop attended by representatives of children and young people seeking to participate into the Inquiry

- Two pupils from Colton Primary School and Sean Flesher, Head of Parks & Countryside – outlined the schools involvement in the design and choice of equipment now installed in the new Temple Newsam play area “Physcap” and the subsequent usage of the facility
- Becky, Leeds Disability Sports Panel and Ross Bibby, Disability Sports Officer – discussed the work done to raise awareness of sports activities available to young people with disabilities
- Alison, Jessica, Helen, Becca; and Nicki Ball of LS Live – outlined the work they had done to report on events in Leeds for “radiowave” a safe social media network for young people and the media skills had acquired during a work experience placement
- Ingi, Breeze participant – described her involvement in various Breeze projects in recent years and the experiences available to young people through the Breeze Programme
- Erin and Matthew of Breeze Sports Academy – highlighted the courses available to Year 10 & 11 pupils which provided young people with experience, skills, qualifications and confidence necessary to embark on further training or careers
- Dennis Robbins from the Hunslet Club provided a history of the club and its place as one of the largest voluntary organisations in the UK to provide courses, support and activities for young people

During discussions, the attendees raised the following issues

Breeze programme:

- Breeze provided young people opportunities to participate in events they may not naturally have had access to
- Public transport to some events was an issue with expense and location of events being key factors
- Lack of awareness of “mini breeze events”

Communication

- Some events may not be marketed appropriately to the target audiences
- Use of social networks to advertise supported
- Better communication needed to explain to young people why service/event provision may be changing

- Flagship events (such as Party in the Park/Ice Cube) could be better used to advertise other events for young people
- Noted the comment that local ward councillors should attend events for young people and assist in media campaigns
- The LS radio wave group had the skills to work with the media, why not engage them to make promotional videos

Engagement -

- work experience/training in organisations suggested to encourage young peoples interest and involvement
- Involvement in the design of scheme/event can lead to greater use as the scheme designed from young persons perspective
- young people want to volunteer but that the organisers/providers needed to team up so that young people could access the events
- some provision seen as static – such as the museum – these could attract more attendees if spaces were set aside specifically to showcase young people’s work or for interactive exhibits
- some provision – such as Tropical World – required young people under 16 years to be accompanied by an adult. Consider whether this is appropriate as prohibits older teens from attending
- noted the comment that Leeds Library had recently removed its Young Peoples section

The Chair thanked all the participants for their attendance; highlighting the benefit their participation had brought to the Inquiry. Councillor Rafique stated the Board would welcome similar sessions to continue the discussions on whether improvements had been achieved.

(Councillors Akhtar and Lyons left the meeting at this point)

At the conclusion of the workshop session, the Board recommenced the formal meeting and continued discussions on the main themes arising from the discussions as being the importance of:

1. Communication and social networking, utilising appropriate and coherent methods to target audiences and choice of consultation groups
2. Young peoples involvement in scheme designs and creation of media to advertise events
3. Work experience opportunities
4. Showcases for young peoples work

(Councillor Akhtar resumed his seat and Councillor Morgan left the meeting at this point)

Having thanked officers for their contributions to the Inquiry and being satisfied with the information presented; the Board made the following initial recommendations :

1. That there should be greater collaborative working and interaction between Children’s Services (Youth Services) and City Development (Libraries, Arts &Heritage)

Draft minutes to be approved at the meeting
to be held on Thursday, 22nd March, 2012

2. Accurate data gathering, targeting and marketing services in a much more informed way to promote engagement in areas where take up is lacking.
3. The example of “good practice” in a small proportion of the City and discussed on an Area, Cluster or Ward basis. This should be rolled out across the city to provide co-ordinated event information.
4. That every child in the city should have a Breeze Card and a proper strategy to achieve this should be developed

RESOLVED –

- a) To note the contents of the report; the discussions and the draft recommendations outlined in 1 to 4 above
- b) To endorse the vision for the future development of Breeze outlined in the submitted report, having regard to the comments made by the Board
- c) To thank the young people’s representatives for their attendance at the Inquiry and their participation in the workshop session

61 Work Programme

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. A copy of the minutes of the Executive Board meeting held 10th February 2012 was attached for consideration along with a copy of the Forward Plan covering the period of 1 February to 31 May 2012.

The Board noted the earlier request for scrutiny of S106 financial obligations at a later date

RESOLVED –

- a) To note the contents of the Work Programme and
- 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

62 Date and time of next meeting

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

Report of Assistant Chief Executive (Customer Access and Performance)

Report to Sustainable Economy and Culture Scrutiny Board

Date: 22nd March 2012

Subject: 2011/12 Quarter 3 Performance Report

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

Summary of main issues

1. This report presents to Scrutiny a summary of the quarter 3 performance data relevant to the Sustainable Economy and Culture Scrutiny Board.

Recommendations

2. Members are recommended to:
 - Note the quarter three performance information and the issue raised of the Economic Growth of the city and the delivery of the Local Development Framework in order to support the delivery of housing and consider if they are satisfied with the work underway to address this.
 - Identify any further reports or information that they may require to fulfil their scrutiny role in relation to the delivery of the outcomes for Sustainable Economy and Culture.

1 Purpose of this report

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

2 Background information

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

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

2.4 This report includes three appendices:

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

3 Main issues

Performance Overview

City Priority Plan (CPP)

3.1 There are 7 priorities in the Sustainable Economy and Culture City Priority Plan and none are red, 5 are amber and 2 are green. The amber priorities are:

- Create more jobs.
- Support the sustainable growth of the Leeds' economy.
- Improve journey times and the reliability of public transport
- Improve the environment through reduced carbon emissions.
- Raise the profile of Leeds nationally and internationally.

3.2 Members will note that between Q2 and 3 the priority to improve journey times and reliability of public transport has deteriorated from green to amber in term of overall progress. This was due to continued uncertainties in funding from Government particularly for New Generation Transport (NGT) project as well as capital programme funding.

Council Business Plan

Directorate Priorities and Indicators

3.3 There are 12 Directorate Priorities which support the delivery of the Sustainable Economy and Culture priorities drawn from Environment and Neighbourhoods and City Development directorates. Of these none are red, 6 are amber and 6 are green. These are supported by 12 performance indicators that can be reported at quarter three; of these 2 indicators are rated as red (these are listed below), 4 are amber, 5 are green and one has not been given a traffic light. Red rated indicators are:

- Number of enquiries received from businesses seeking to locate in Leeds (City Development)
- Percentage of major planning applications completed on time (City Development)

Key performance issues for Sustainable Economy and Culture Board

i) Economic Growth

- 3.4 The development of the Leeds Growth Strategy is a positive move but the current economic climate continues to have an impact across a range of outcome indicators across the city, most notably unemployment. Despite some indications of an improvement in the Leeds labour market, unemployment remains high, the number of NEET 'unknowns' has increased and the number of businesses enquiring to locate in Leeds remains below target. Several of our most significant risks can be linked to the economy (homelessness, processing of major planning applications, child poverty, reductions in income and sponsorships) and to delays and cuts in government funding (transport – still awaiting a decision on NGT – and flood alleviation scheme).
- 3.5 The new system of funding local government and the local retention of business rates from 2013/14 will mean that our future funding will be largely based upon our ability to grow our local economies. Within this context and that the Leeds' residents' consultation highlighted that one of the key priorities for the Council should be to work to get local jobs for local people, this will be an area for the Council to continue to focus its attention on. The development of a partnership agreed plan to deliver the Leeds Growth Strategy with clear milestones that can be monitored is key.

ii) Local Development Framework and Housing Growth

- 3.6 Economic development is also closely linked to housing growth and although this primarily falls within the remit of the Housing and Regeneration Scrutiny Board, there are a number of important areas of overlap like planning processes and transport. In particular Members will note that the Sustainable Economy and Culture Board perspective focuses on the priority relating to the delivery of the Local Development Framework (LDF), as the LDF has a broad role in guiding future planning decisions across all areas of the city's development. However, information relating to the progress of the LDF is also considered by the Housing and Regeneration Scrutiny Board as it sets the policy context for the delivery of new housing and affordable housing that will meet the needs of our growing population.
- 3.7 Related to the LDF is the processing of major planning applications which is still red rated, although a review is underway to address this issue. Action is also underway to help stimulate the delivery of interim affordable housing target and looking for opportunities to match greenfield and brownfield sites. In the short to medium term there is a lot of land already identified for development either onsite with planning permission under negotiation or on allocated housing sites. There are a substantial number of schemes under negotiation in relation to the detail and some of these are dealt with beyond the 13 week period.
- 3.8 In recent months there has been an increase of sites starting on the ground and which will deliver affordable housing. For the longer term the position will be addressed through the Core Strategy which went to Executive Board on 10 February. The Core Strategy recognises a need to identify around 30% of the new housing to be built on "Protected Area of Search" (PAS) and greenbelt sites which is likely to meet significant public opposition. However, the timetable for the Site Allocations Development Plan Document should see this additional land identified well before it is needed. The introduction of neighbourhood planning is a further unknown in this area but which has the potential to feed into the site identification process.

3.9 Whilst this issue represents a medium to long term risk this is an area that the Sustainable Economy and Culture and Housing and Regeneration Boards will need to continue to monitor.

iii) Apprenticeship Information

3.10 At quarter 2 the Board requested further information on the numbers of apprenticeships to supplement the indicator on the percentage of employers providing apprenticeships. This was provided after the meeting and discussions are on-going as to the best indicator and the best way to report this on a more permanent basis going forward. However, the latest position is provided in the 'Improve skills' Performance Report included at Appendix 1.

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This report provides an information update only and, therefore, it is not a decision which requires due regard to be given to equality and diversity. However, due regard for equality was given during the development of the City Priority Plan and Council Business Plan.

4.2.2 Members will note that these reports provide a high level update only in terms of equalities issues relating to the priorities. However, further analysis and more detailed information is available to underpin and support this high level assessment. This information will be looked at as part of an annual review of equality and any key issues brought forward in the quarter 4 report.

4.3 Council policies and City Priorities

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

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

6 Recommendations

- 6.1 Members are requested to:
- Note the quarter three performance information and the issues raised of the Economic Growth of the city and the delivery of the Local Development Framework in order to support the delivery of housing growth and consider if they are satisfied with the work underway to address this.
 - Identify any further reports or information that they may require to fulfil their scrutiny role in relation to the delivery of the outcomes for Sustainable Economy and Culture.

7 Background documents¹

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

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

Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: All the people of Leeds lead prosperous lives.

Priority: Create more jobs.

Why and where is this a priority: Creating more jobs across Leeds is crucial for providing a wide variety of employment opportunities and helping to reduce the unemployment and poverty levels within the city. In particular, supporting local residents in deprived communities to access new job opportunities is a fundamental part of achieving this outcome.

Story behind the baseline

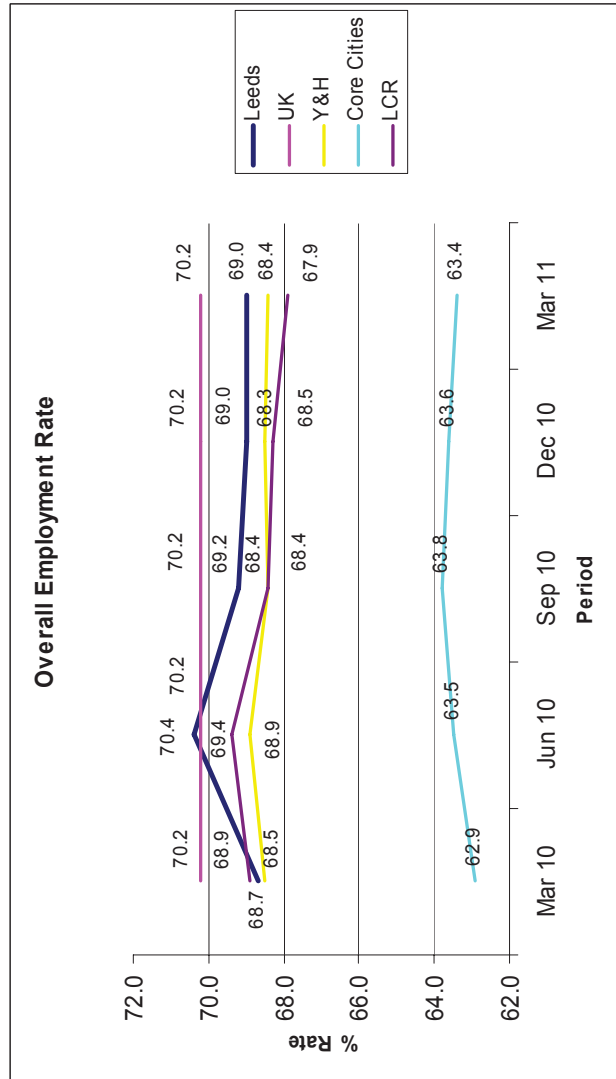
The employment rate in Leeds in the year to March 2011 was 69%, slightly below the national (GB) rate of 70.3% but slightly above the regional rate of 68.4%. Unemployment in Leeds is 8.6% with 36,100 people out of work in the year to March 2011. This figure is higher than the national rate of 7.6%, and is in line with the regional rate of 8.7%.

During the height of the recession unemployment in Leeds peaked at 9.5% with 40,000 unemployed in the year to March 2010.

63,510 people in Leeds are claiming a range of DWP's work related benefits. This is a rate of 11.5% which is lower than the national figure of 11.8%. It fell by 1,140 in Q3 2011/12 and is also down 1.2% on 2010/11, indicating slight improvements in the Leeds Labour market.

However, 10,150 more people have needed to claim work related benefits since the recession started.

Headline Indicator: Overall Employment Rate*



*As data for the headline indicator 'increase the number of new jobs' is not available until April 2012 the overall employment rate is being used as a proxy. This measures the proportion of the working age population (16-59 for females and 16-64 for males) who are in employment according to the International Labour Organisation (ILO) definition. Results are accurate to within +/- 5%.

What do key stakeholders think

The 2010 Spending Challenge consultation revealed that 90% of citizen's panel respondents felt the Council should work to get local jobs, for local people, and 89% felt new developments should be allowed provided new jobs are created. A new Economic Growth Strategy has been developed which focuses on key sectors (Health and Medical, Financial and Business Services, Low Carbon Manufacturing, Digital and Creative, Retail, Housing and Construction, Social Enterprise and the Third Sector) for Leeds in terms of both existing jobs and new job opportunities. The Sustainable Economy and Culture (SEC) Board gave consideration to this proposed approach and were supportive at their meeting in October 2011.

Amber
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<p><u>What we did</u></p> <p><u>Developments</u></p> <ul style="list-style-type: none"> • <u>Leeds Arena:</u> Construction progressing well with over 50% of steel frame erected and the project safeguarded over 50 local jobs • <u>Aire Valley:</u> Consultation on planning simplification for the Enterprise Zone (EZ) commenced and developer forum established to promote the EZ and develop a joint marketing campaign • <u>Trinity:</u> 54% of the 1million sq.ft. retail development, which will open in spring 2013, has been let with a further 6.7% with firm commitment. <p><u>Local Enterprise Growth Initiative (LEGI) Legacy</u></p> <ul style="list-style-type: none"> • Business Growth Fund (BGF) launched and promoted. Total paid out to date is £29,254 (7 grants), resulting in 18 jobs and £352,826 in private sector investment; 10 young people have secured work, and 4 people moved from unemployment into work. • A new £200,000 social enterprise capital grants scheme was launched to support organisations with a social objective to become more enterprising and financially sustainable. • The Middleton Enterprise Centre opened its doors on 28th October 2011 and tenants have been secured for all available space in the building. <p><u>Enterprise Support</u></p> <ul style="list-style-type: none"> • A new electronic guide to help businesses track down the support they need was published in Nov 2011. 	<p><u>New Actions</u></p> <p><u>Developments</u></p> <ul style="list-style-type: none"> • <u>Leeds Arena:</u> Commence recruitment to new construction jobs and apprenticeships • <u>Aire Valley:</u> Local Development Order adopted in March 2012; marketing campaign launched by Apr 2012 <p><u>LEGI Legacy</u></p> <ul style="list-style-type: none"> • Support Unity to secure ERDF funding • Support Unity to agree new lease arrangements for Chapeltown Enterprise Centre and Leeds Media Centre. <p><u>Enterprise Support</u></p> <ul style="list-style-type: none"> • Deliver 'Leap into Action' business support event at Leeds Central Library on 29th Feb 2012.
<p><u>What worked locally /Case study of impact</u></p> <p>South Leeds company Enjays benefited from a £9,000 grant from the BGF which helped it pay for new automated production lines to speed up manufacture of its foodstuffs. The boost to production has meant the company have been able to create four more jobs.</p>	<p><u>Data Development</u></p> <p>None</p>
<p><u>Risks and Challenges</u></p> <p><u>Aire Valley:</u> Providing a sufficiently robust and credible offer through the EZ so that the risks of low business activity during the recession is minimised within the zone</p> <p><u>Economy:</u> Stalled global economic recovery negatively impacts on demand for good and services from Leeds' companies.</p>	

2011/12 QUARTER 3

CITY PRIORITY PLAN REPORT CARD

Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: businesses are supported to start up, innovate thrive and grow

Priority: Improve skills.

Why and where is this a priority

Apprenticeships are the government's primary workforce development tool for existing employees and new recruits, with a particular focus on young people. A larger and broader mix of Leeds employers need to be engaged in Apprenticeships in order to grow the city's skills base, increase employment and improve business productivity.



Story behind the baseline

-The Apprenticeship employer engagement rate in Leeds was 6.1% in April 2011 (the most current available figures from National Apprenticeship Service - NAS). This equates to 1,621 of Leeds' 26,775 businesses having an active apprentice. The Leeds rate is higher than the national one of 5%, but below the regional one of 7%. Although Leeds outperforms such core cities as Bristol and Birmingham, it lags behind several others, particularly Sheffield (8.3%), Newcastle (9.2%) and Liverpool (9.4%).

- A key priority in the short-term is to close the gap between the Leeds rate and the regional rate, and to then surpass it by the end of 2011/12 (depending on the region's overall performance). To achieve this will require a concerted effort by key partners across the city, including the council, NAS, education and learning providers, the Chamber of Commerce and the wider business community, to encourage and support more employers to recruit new apprentices and develop their existing staff through the Apprenticeship route.

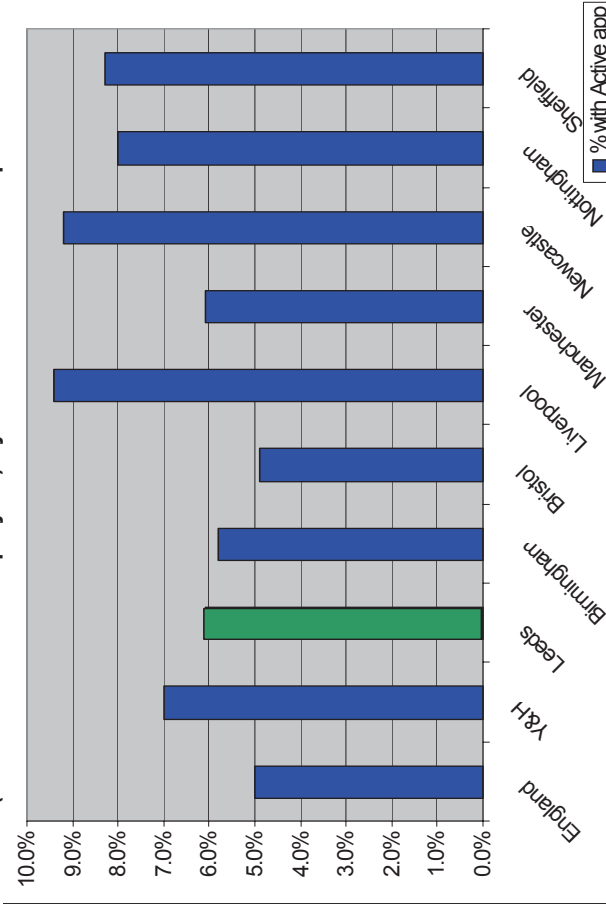
- In line with national trends, the number of employers in Leeds with an active apprentice has increased steadily in recent years. In 2009/10, the Leeds engagement rate was 5.6%, this increased to 6.3% in early 2011, but then dropped slightly to 6.1% by April 2011. However, the breadth and success to date of city-wide promotional activity around Apprenticeships, combined with its position as an ongoing government priority, suggests that the employer engagement rate for Leeds is capable of reaching 7.2% by April 2012 – an increase of 1.2% in the year.

- Again reflective of the national picture, current policy drivers and sustained local activity, there has been a huge increase in the number of people starting Apprenticeships in Leeds in the last year.

- **The total number of Apprenticeship starts from August 2010 to July 2011 were 2,006 for 16-18 year olds, 1,996 for 19-24 year olds, and 2,796 for 25+.** This gives a total of 6,798 Apprenticeship starts this year, compared with 3,522 the previous year, a yearly increase of 93%.

- **The Leeds' Apprenticeship success rate for 16 to 18 year-olds in the 2009/10 academic year was 73%. The regional rate was 74% and the national rate was 72%, data is provisional. We are currently seeking success rate data for all ages.**

Increase the apprenticeship engagement rate amongst Leeds Employers to 7.2% (an additional 240 employers) by the end of 2011/12 – April 11.



What do key stakeholders think

NAS is currently analysing the findings of a questionnaire to learners and employers. The outcomes of this will be available later in the year and will be used to inform ongoing work to promote Apprenticeships to employers and to support learners to take up these opportunities in Leeds.

What we did

- Apprenticeship Training Agency (ATA) feasibility study completed Dec 11. This will be taken forward by a partnership involving Leeds City Council and Leeds City College supported by the Chamber of Commerce.
- Build My Future, Build My Leeds competition offering the opportunity for 16-18 year olds to win an Apprenticeship working on the flagship construction developments in Leeds has now reached its final stage. 3 contracts are to be awarded in February.
- Over 700 apprentices in total have participated in the Council's apprentice programme, the scheme is now one of the largest local authority programmes in the country.
- Employment Leeds, the council's business solution for employers in the city, supports the recruitment of apprentices. Their work with employers in the city has identified 72 Apprenticeship opportunities, 42 of which have been filled to date.
- A central careers fair for young people in Leeds, organised by the Prospects Service, took place on 22 and 23 November at the Royal Armouries, Leeds. The turnout was greater than in previous years. An evaluation will take place with findings and recommendations communicated early in the New Year.
- Leeds College of Building was 1 of 6 colleges across the UK awarded funding by the Government to develop a degree equivalent higher apprenticeship framework. The Level 5 NVQ in Sustainable Built Environment and an HND in Construction & the Built Environment can lead to careers in Architectural Technology, Building Services, Construction Management, Civil Engineering and Surveying.

What worked locally /Case study of impact

Councillors have acted as local ambassadors to promote Apprenticeships to young people and their families, as well as to employers across Leeds. Personal contact with small and medium sized enterprises or micro-businesses helps to broaden the range of employers taking advantage of the Apprenticeship route to developing and expanding their workforces.

Risks and Challenges

Ensuring regular data updates on employer engagement activity from NAS will be essential to track performance and to inform the targeting of activity and interventions. Constructive discussions are ongoing to ensure employer data is included within the local authority data packs from 2012 onwards.

New Actions

- The City's Apprenticeship Award Ceremony is scheduled to take place on 8 February 2012 where learners, businesses, training providers and schools in Leeds will come together to recognise business ambassadors and the achievements of apprentices.
- The Council continues to promote and broker Apprenticeships to support businesses to meet employment and skills requirements through its planning function on new developments and its procurement activity. A Scrutiny Board inquiry is examining how we can maximise employment, training and supply chain opportunities.
- The Council is working closely with schools and academies to further develop and tailor National Apprenticeship resources to provide young people with information on Apprenticeships, where to find information and how to apply for vacancies on line.
- The Council are working in partnership with West Yorkshire Learning Providers (WYLP) to plan an Apprenticeship Pathways event in March 2012 for Year 11, 12 and 13 pupils.
- The Council's Employment Leeds team are working with the National Apprenticeship Service (NAS) to develop a referral process to offer a recruitment support package for businesses currently developing Apprenticeship opportunities in the city.
- The Council is seeking additional resources and freedoms from the Government through the City Deal initiative announced by the Deputy Prime Minister in November to support an accelerated programme of support to SMEs to take on apprentices in Leeds and across the Leeds City Region.

Data Development

The National Apprenticeship Service has validated the Data Sharing Agreement. A further request has been made for employer engagement and equality profile data to be included within agreement to improve targeting and support increased take up.

Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: All people in Leeds have a high quality standard of living

Priority: Support the sustainable growth of the Leeds' economy.

Why and where is this a priority Ensuring Leeds has a strong and sustainable economy is important to the quality of its citizens lives and their well-being. Attracting investment and supporting businesses to start up and grow will support the creation of new job opportunities which is vital in achieving this priority.

Story behind the baseline

As anticipated the downward trend has not continued and there has been an increase in VAT/PAYE businesses in the reporting period. The recession took place between Q2 2008 and Q3 2009 and is reflected in the statistics as follows:

- VAT registrations fell from their peak in 2007 but then recovered in 2010, reflecting the strength of Leeds as an entrepreneurial city.
 - VAT de-registrations increased from 2007, reflecting the depth of the recession, the continued difficulty businesses face in being able to access finance and the decline in customer confidence.
- Overall the number of active businesses in Leeds however, has remained stable at approx. 24,000 during this period (2007-2010). However, it is estimated that only about half of businesses operating in Leeds are registered for VAT or operate a PAYE system and therefore they represent only a proportion of the total businesses in the city.

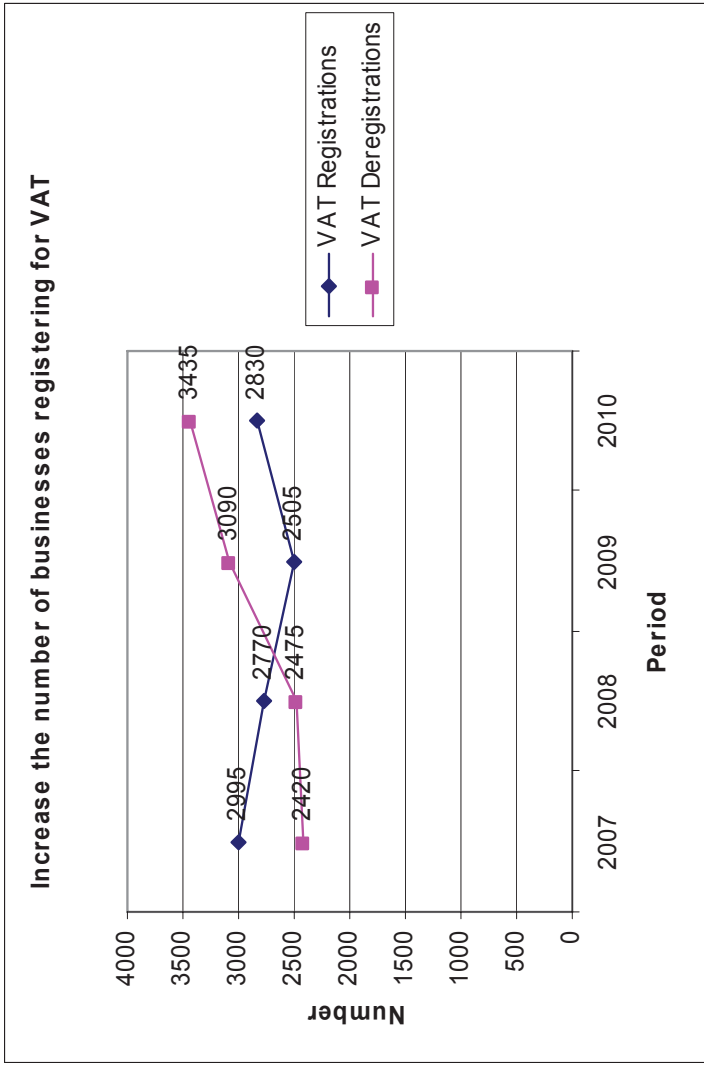
Despite challenging market conditions over the last five years Leeds has seen a 5% increase in active businesses, mirroring the national, Leeds City Region (LCR) and the Core Cities as a whole. This growth is significantly higher than the Yorkshire and Humber (Y&H) region, reflecting Leeds' position as a centre for enterprise. Analysis of one-year business survival rates over the last five years shows that Leeds has outperformed Inner London, the major business centre in Great Britain (GB). In 2011 Leeds' businesses tend to have a younger profile than GB, the Y&H region and the LCR.

What do key stakeholders think

According to the Spending Challenge consultation in 2010 working to 'get local jobs, for local people' was most commonly seen as important by Spending Challenge and panel respondents, with related aspects such as development and transport improvements close behind. Transport infrastructure was especially important to younger respondents and those with a disability. Please see BUS5 Performance Report for update on Transport infrastructure development.

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Headline Indicator: Increase number of businesses registering for Value Added Tax (VAT)



Data for 2011 is not due until December 2012

<p><u>What we did</u> <u>Developments & Projects</u></p> <ul style="list-style-type: none"> • <u>Leeds Arena</u>: Construction progressing well with over 50% of steel frame erected and retained over 50 local jobs • <u>Aire Valley</u>: Consultation on planning simplification for the Enterprise Zone (EZ) commenced and developer forum established to promote the EZ and develop a joint marketing campaign • <u>Trinity</u>: 54% of the 1million sq.ft. retail development, which will open in spring 2013, has been let with a further 6.7% with firm commitment. • <u>Casino</u>: Executive board approval to adopt the licensing 'statement of principles' in Nov 2011 • <u>City Park / South Bank</u>: Draft planning statement approved by Executive Board following public consultation; medium and long term vision for the development of a city centre park produced. • <u>Economic Growth Strategy</u>: approved by Executive Board in Nov 2012 • <u>Marketing Leeds</u>: New chief executive appointed in Nov 2011 • <u>Kirkgate Market</u>: £200K secured to undertake essential buildings maintenance <p><u>Infrastructure</u></p> <ul style="list-style-type: none"> • <u>New Generation Transport (NGT)</u>: December 2011 decision deferred • <u>High Speed Rail (HSR)</u>: bid approved on 10th Jan 2012 <p><u>Financial Inclusion</u></p> <ul style="list-style-type: none"> • Established the community development finance institution in conjunction with Leeds Credit Union and now seeking to secure funding 	<p><u>New Actions</u> <u>Developments & Projects</u></p> <ul style="list-style-type: none"> • <u>Leeds Arena</u>: Commence recruitment of new construction jobs and apprenticeships • <u>Aire Valley</u>: Local Development Order adopted in March 2012; marketing campaign launched by Apr 2012 • <u>Casino</u>: Obtain full council approval to adopt licensing 'statement of principles' and send invitation for applications in Jan 2012 • <u>City Park / South Bank</u>: Produce outline business case for a new city centre park and identify funding streams. • <u>Green Investment Bank</u>: Decision on bank location due in Feb 2012. <p><u>Infrastructure</u></p> <ul style="list-style-type: none"> • <u>NGT</u> bid decision due in May 2012 • <u>Flood Alleviation Scheme (FAS)</u>: Present options report to Corporate Leadership Team in Feb 2012 <p><u>Financial Inclusion</u></p> <ul style="list-style-type: none"> • Continue to Lobby Government to fund appropriate debt advice services beyond April 2012
<p><u>What worked locally /Case study of impact</u></p> <ul style="list-style-type: none"> • Responding to feedback received from disability groups 'Changing Places' toilets are being installed in Leeds Arena to provide extra equipment and more space than standard disabled toilets. This removes barriers for those with physical and learning disabilities, and their carers. <p><u>Risks and Challenges</u> <u>Developments & Projects</u></p> <p><u>Aire Valley</u>: Providing a sufficiently robust and credible offer through the EZ so that the risks of low business activity during the recession is minimised within the zone</p> <p><u>Kirkgate Market</u>: Difficult trading conditions as a result of continued economic uncertainty resulting in more business closures, although new tenants continue to be welcomed.</p> <p><u>Infrastructure</u></p> <p><u>NGT</u>: The Department for Transport fail to approve best and final funding bid.</p>	<p><u>Data Development</u></p> <p>None</p>

Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: All people of Leeds will benefit from a world-class cultural offer

Priority: Get more people involved in the city's cultural opportunities.

Why and where is this a priority A creative accessible cultural programme which engages local people is a vital component of a healthy, inclusive, high profile city, and contributes strong links to the city's economy both directly and through encouraging business to relocate/stay in the city. The 2011 results from the annual Cushman and Wakefield survey show that 16% of respondents stated that the quality of life for employees was an absolutely essential factor when considering relocation to an area

GREEN



Story behind the baseline

The annual Sport England survey results, published in December 2011, showed Leeds adult participation in sport and active recreation to be the highest of all the core cities, but the result was slightly down on previous years.

Work continues with Leeds Schools on raw physical and BMI testing involving years 7 and 11 pupils to identify the levels of inactivity and obesity within the city and encourage the take up of physical activity

Leeds partnership working with Adult Social Care in setting up a successful day to care service for adults with learning disabilities at the John Charles Centre was featured in the recently published Director of Public Health's annual report for 2011.

10

Leeds has gained national recognition for the Breeze brand for young people with activities delivered by a wide range of partners both internal and external to the council, through statutory, voluntary and private organisations, free and at cost. Breeze Culture Network currently has over 1600 active members all providing positive activities for children and young people covering art, sport, schools/colleges, youth/voluntary/community work across Leeds. Members share targeted mailings regarding upcoming events to disseminate through to the young people they work with, and news of training, jobs and funding for themselves, they promote their work online as part of an extensive directory increasing the opportunities available for Children and Young People in Leeds whilst also meeting strict safeguarding criteria.

Over £7.4m of capital investment has been secured for Leeds parks since the first residents survey in 2004 and improvements continue to be made to increase the attraction of sites to visitors. The number of visitors to parks and open spaces is increasing, particularly for community parks and demonstrates that visitors are representative of the community of Leeds in terms of age, ethnicity, gender and disability. According to the last survey carried out in 2009 a total of 68.9 million visits were made to Leeds Parks. It is anticipated the Citizens Panel will be used for the next survey in 2012/13.

Headline Indicator: Increase the proportion of adults and children who regularly participate in cultural activities. Annual indicator no data to report at Q3

Sport England 'Active People' Surveys – December 2011

Core City	2005-6	2007-9	2009-11
Leeds	20.6%	26.5%	24.6%
Bristol	21.4%	22.5%	23.6%
Nottingham	20.7%	21.0%	22.9%
Sheffield	18.8%	20.1%	22.8%
Liverpool	18.1%	20.4%	21.1%
Newcastle	21.2%	21.0%	19.6%
Birmingham	17.2%	17.6%	19.5%
Manchester	21.1%	21.8%	19.5%

What do key stakeholders think

Demand from cultural organisations to support longer term sustainability has led to the introduction of a 3 year grant scheme and Leeds Inspired annual activity grant scheme

What we did

- Approx 20,000 young people have accessed events and activities across all Leeds libraries
- Sport continued its innovative programmes aimed at 'Women & Girls' and 'Older people', along with the Disability Sport initiatives which included the launch of visually impaired tennis.
- Leeds City Council in partnership with England Netball have raised female sporting participation figures by 500, over the last 8 months, through the delivery of the Back to Netball Project.
- Work has commenced on construction of improved facilities at Bramley Park, Burley Park and Queens Park in Pudsey.
- A successful special Christmas themed event was held at Tropical World with almost 2,800 visitors attending.
- Leeds was confirmed as one of the host cities for the Rugby League World Cup in 2013 and the city will host a group match, a quarter final and provide a base for two competing nations.
- Construction is progressing well with the Arena with over 50% of steel frame erected including the installation of the large proscenium arch over the stage.

What worked locally /Case study of impact.

- Sport continues to support older people from all communities, including ladies from the Asha Project (Beeston), who have participated in gentle exercise classes and started swimming lessons at Armley Leisure Centre.
- Young people have been involved in all the visits by the teams who will use Leeds for the 2012 Olympics and Paralympics. They have been able to see competitors from Russia and Holland train in diving and swimming and understand what it takes to be an Olympian.

New Actions

- Leeds City Museum will host a major touring exhibition, 'Pharaoh: King of Egypt', from The British Museum in 2012.
- Rugby League World Cup 2013 programme will continue to be developed in 2012 in partnership with city stakeholders.
- Leeds Gold support for London 2012 is ongoing with preparation continuing for the teams visiting Leeds for the Olympics. A dynamic cultural programme is being pulled together called Leeds Inspired for which grants to support groups to create events are now available.
- Ice Cube returns to Millennium Square in January and following feedback from visitors has new features such as a snow slide and dry slope toboggan.
- Working on potential community asset transfers at Garforth and Bramley Leisure Centres and Rothwell, Shadwell, Cow Close and Drighlington.
- Working to expand the successful co-working with Learning Disabilities service users to Middleton, Rothwell, Pudsey and Aireborough Libraries to secure additional community access.
- £67,000 Sportivate funding was made available in October which will provide over 1,330 14-25 year olds access to six-week courses in a range of sports. Sportivate a £32 million Lottery programme.
- Successful application for Inspired Facilities funding to further improve the new community facility at Middleton Leisure Centre.
- Roundhay Park; Temple Newsam Estate; Kirkstall-Abbey Estate; Pudsey Park; and Chevin Forest Park have all been submitted for the 2012 Green Flag Awards.

Data Development

- Develop a coordinated approach to data collection relating to the Breeze Programme across the Council, in the first instance, enabling non sensitive data sharing. Work with partners to develop the best way to enable them to collect data.

Risks and Challenges

- Recession and reduced consumption could either improve or worsen health inequalities depending on the choices people make. We need to be encouraging healthier, more sustainable choices i.e. freezing sport prices on the discounted LeedsCard Extra prices for a third year.
- The need to sustain the marketing strategy and public visibility of visitor attractions and services.
- Our ability to introduce improvements to the services in response to the public's changing use in the current economic climate
- Maintaining income in a difficult economic climate.

Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: All people in Leeds can access services as required

Priority: Improve journey times and the reliability of public transport.

Why and where is this a priority

Improving vehicle journey times and the reliability of public transport is a priority for both the business community¹ and residents of Leeds². Each day over 750,000 vehicles cross the Leeds central cordon at peak times and the transport system within Leeds supports around 120,000 commuters into the city centre. A key challenge for the authority in the long term is addressing the issues of congestion and over crowding on public transport in a sustainable way.

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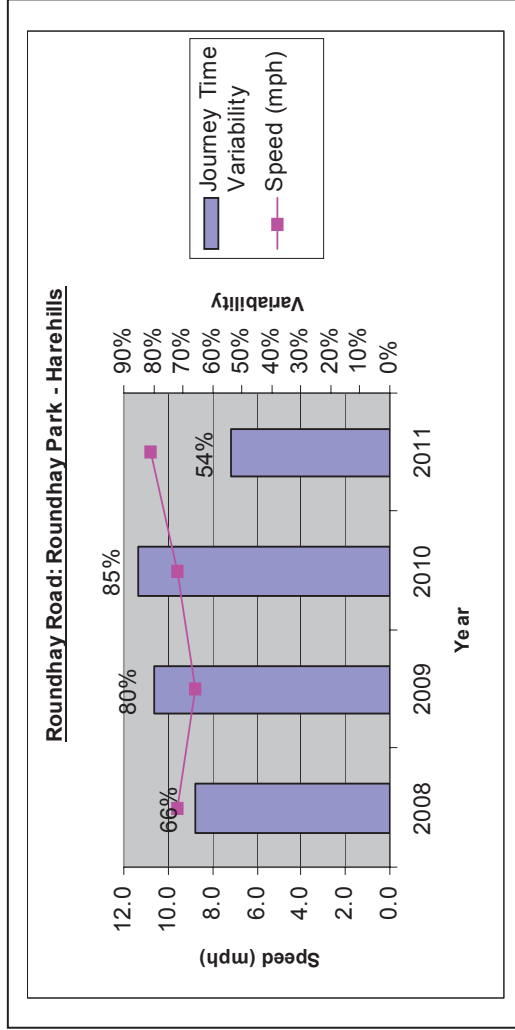
Story behind the baseline

As reported at quarter 2, there is still some development work to be undertaken on the Headline Indicator for this priority. Transport Policy are working on this in conjunction with Metro. An update will be provided at quarter 4. However, a snapshot of performance may be seen in the supporting indicator included in the quarter 3 Performance Report.

The indicator measures the impact of transport measures introduced on Roundhay Road in February 2011. Since the scheme opened, bus speeds along Roundhay Road have improved and the variability of journey times has reduced, having a positive impact on the experience had by bus users.

This needs to be set in the context of reduced traffic flows as a result of the economic downturn.

Supporting Indicator: Bus Journey Time Variability on Key Routes: Roundhay Road - Roundhay Park to Harehills



What do key stakeholders think

The 2009 Residents Survey indicated that 26% of residents believed that public transport was one of the most important things in making their neighbourhood a good place to live. Every scheme undertaken is subject to extensive consultation which informs development. Recent major consultations include; New Generation Transport (NGT), Leeds Station Southern Entrance (LSSE) Rail Growth Package (RGP), and the Local Transport Plan 3 (LTP3). METRO produce annual customer satisfaction surveys. The data for 2011 is now available and is being analysed.

¹ Cushman & Wakefield Study 2011 – 20% of businesses stated that ease of travelling around the city was an absolutely essential factor when deciding where to locate a business.
² Results of the 2009 Residents Survey: 45% of respondents stated that a spending priority should be to improve getting around the area safely and easily without using a car.

What we did

- Funding – The DfT have confirmed funding for the RGP which includes new stations at Kirkstall Forge and Apperley Bridge however the decision on NGT has been deferred until May.
- Leeds Bus Partnership (LBP)- A65 Kirkstall Road Quality Bus Corridor (QBC) is progressing on time and to budget. A653 QBC was completed on Oct 16th. Consultation on the Roundhay Road Scheme undertaken and being assessed.
- Elland Road Park & Ride – Work is progressing on developing a scheme which needs to take into account Planning and Asset Management considerations.
- High Speed Rail (HSR) – Secretary of State confirmed the scheme in principal with the link to Leeds.
- Transpennine Route – A decision to electrify the Transpennine route between Leeds and Manchester was agreed. The route will be operational early next year.
- Managed Motorway Scheme (M62 J25-30)– Phase 1 of 3 on site in Oct.
- Urban Traffic Management Control (UTMC) - Two contracts awarded. Issues concerning sub-station resolved. Work progressing on track.
- Permit Scheme for Roads & Street Works- Delay in approval. A second consultation was undertaken in Dec 2011.
- Bus Lane Enforcement (BLE) - BLE was successfully rolled out in the City Centre. Further sites for enforcement activity have been identified.

What worked locally /Case study of impact

Transport Policy are reviewing their approach to consultation to increase local involvement in schemes. After identifying that residents near to a scheme in Harehills had low levels of car ownership (2004 stats on Gipton & Harehills ward showed 56.2% of residents didn't have a car) the service extended its consultation to include pedestrians, cyclists and bus users rather than just car users. The service also held events in a local Bangladeshi Community Centre and Compton Road Library to encourage involvement from the local community. Results from this trial will be analysed and used to inform future consultations.

Risks and Challenges

- Proposals for NGT not approved. It is estimated that the continued delay is costing the authority £1 million per month.
- Bus Commission Report on Quality Bus Contracts delay Metro's ability to progress with plans for greater regulation of bus services.

New Actions

- Funding – Decision on NGT expected May. Metro are assessing the merits of submitting a bid for the 'Better Bus Area' and 'Green Bus Fund'. LCC are working in partnership with SUSTRANS to develop the 'Education Thematic Bid' which needs to be submitted by March, and is worth approx. £600k to Leeds.
- LBP– The detailed design of the Roundhay Road scheme will be progressed in light of the consultation results. A647 Canal Road expected on site in March. A report on the Public Enquiry into proposed works on Horsforth Roundabout is due in March.
- Managed Motorway Scheme – Phases 2 and 3 expected on site by March.
- UTMC – Work at Middleton to commence in late January.
- Permit Scheme for Roads & Street Works- Decision expected in late January.
- BLE– Report to Executive Board to extend enforcement to other routes.

Data Development

- Headline indicator – Formal request to Metro to be made for development of an indicator which measures service shrinkage.
- LSSE – Metro and Network Rail are to carry out further passenger counts to refresh modelling work that was carried out in 2009.
- Supporting Indicators - Other indicators we will use to support the headline indicator include: bus patronage, proportion of buses that are late and journey time variability (congestion). The methodology will be developed in conjunction with Metro.

Meeting: Sustainable Economy and Culture Board


Population: All people in Leeds

Outcome: We all benefit from a low carbon economy

Priority: Improve the environment through reduced carbon emissions.

Why and where is this priority: Our way of life in Leeds relies on a temperate climate which is finely balanced and small changes to it can have dramatic impacts on our lives. Climate change will alter this balance, threatening the health of our citizens, damaging our natural environment and disrupting the supply chain that our economy relies on. The council, the health sector, colleges and universities, voluntary organisations and businesses are working together to find ways to speed up carbon reductions through the use of energy efficiency and low carbon technologies, energy management, staff engagement and procurement of low carbon goods.

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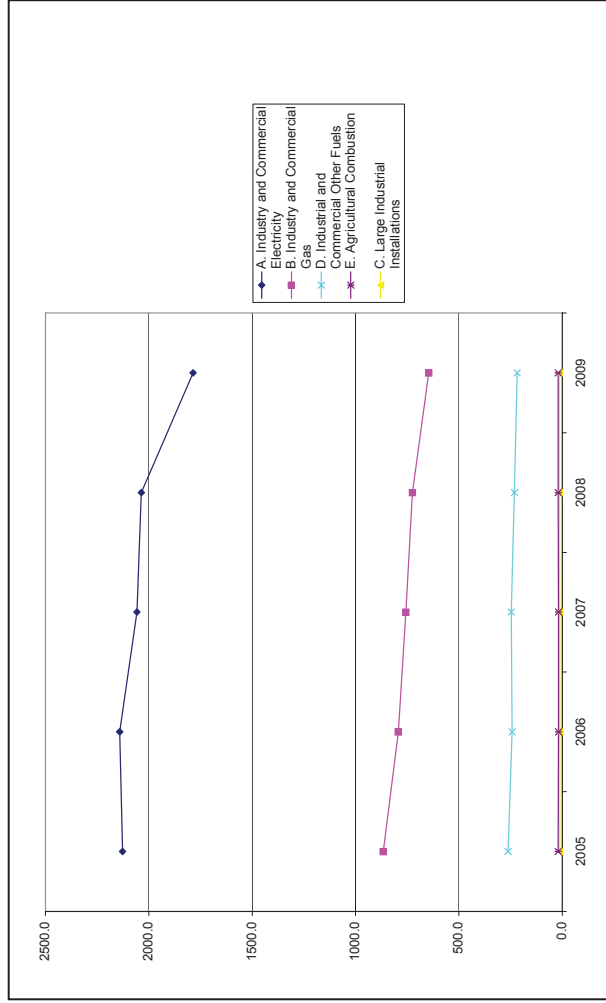
Story behind the baseline

Headline Indicator: Reduce carbon emissions

This quarter the focus is on what the private sector has and will be delivering, with other sectors considered in subsequent quarters, and a cross sector summary at the year end.

- The Department of Energy and Climate Change (DECC) monitor energy and carbon emissions annually for all domestic and commercial/industrial gas and electricity meters and use other sources for other fuels for large industrial sources.
- This data is amalgamated and provided to each local authority (normally with a 2 year timelag) showing total emissions in the private sector building emissions (including public sector commercial activities) for 5 categories, shown in the graph.
- In Leeds, total private sector emissions have decreased from 2,127 ktCO₂ per annum in 2005 to 1,786 ktCO₂ per annum in 2009. This represents a reduction of circa 19% in just 4 years. This is well ahead of the rate required to meet a 40% reduction across all sectors between 2005 and 2020.
- The single biggest source of reductions is in commercial and industrial gas use, declining some 41%.
- However, we know that the recession had a marked effect in 2009 and would expect emissions to rebound in 2010 and 2011.

Stacked graph Showing Reduction in ktCO₂ Emissions 2005-2009



<p>Links with the private/business sector are in the process of being developed and will be subject to further consideration at the next Sustainable Economy and Culture Board and will be subject to further consideration at the next SEC Board when the Mini-Stern Report will be discussed.</p> <p>Therefore, no update has been provided for quarter 3, and it is hoped that the key contributions for the private/business sector can be incorporated at quarter 4.</p> <p>What do key stakeholders think</p>	
<p>What we did</p>	<p>New Actions</p> <p>Data Development</p> <ul style="list-style-type: none"> ▪ Determine whether DECC could contact companies or provide contacts within companies and attempt to find out who DECC obtain their private sector information from in which case DECC could forward our request for information to the relevant companies, possibly the biggest users. ▪ Obtain company contacts from the Green Investment Bank. ▪ Request information from private sector attendees at the Climate Change Partnership Board asking them for their contacts. ▪ Check the Carbon Reduction Commitment website - does that provide any interesting company information. ▪ Contact companies identified through Climate Change Week in March 2012. ▪ Monitor major planning applications to establish how many have been approved in respect of environmental standard codes, and commercial and industrial applications conforming to BREEAM Excellent or Very Good. ▪ Determine number of Energy Performance Certificates completed in the quarter.
<p>Risks and Challenges</p>	

Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: Leeds is a place where people want to live, work and visit

Priority: Raise the profile of Leeds nationally and internationally.

Why and where is this a priority Raising the profile of Leeds will attract new investment and skilled workers into the city. This supports Leeds' existing businesses and workforces to grow which is fundamental to the city's prosperity.

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Story behind the baseline

Since 2006 Leeds steadily increased in the rankings until 2011 when it fell back to its 2008 ranking of 28th.¹

With the exception of London and Birmingham, which have stayed the same, all the other UK cities have lost places in the study: Leeds by 5 places, Manchester and Edinburgh by 4 places and Glasgow by 1 place.

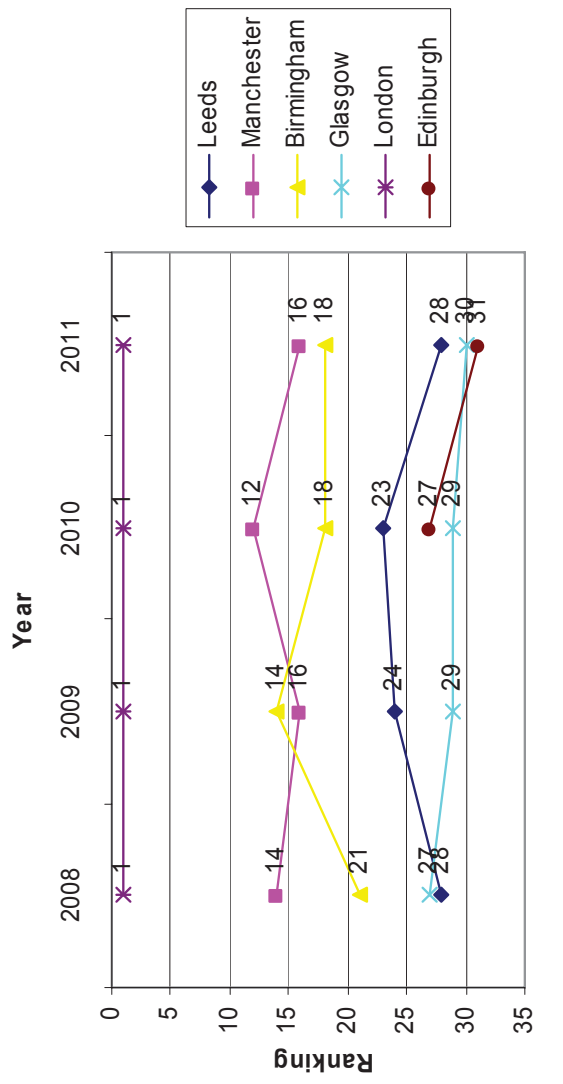
Leeds remains above Glasgow and Edinburgh. Leeds has improved its ranking in 3 areas from 2010: Cost of staff (up one place); availability of office space (up three places); and quality of telecommunications, although it has lost its 2010 top spot for value for money for office space (moving down 3 places) and moved down 2 places in terms of qualified staff.

Work is being undertaken by the Sustainable Economy and Culture Board (SECB) to identify key actions, to be delivered by the partnership over the next 4 years, to raise the profile of the city.

The hosting of the Chinese 2012 Olympics training camp, the Russian Olympics diving team and the opening of the Arena and Trinity Leeds developments in 2013 will provide real opportunities to raise the profile of the city.

Headline Indicator: Improve our position in the European survey of best cities in which to do business.

Improve our position in the European survey of best cities in which to do business



What do key stakeholders think

The recent 'Impact of City Centre Public Realm Improvements' ad-hoc survey of businesses and city centre users determined how they felt the Councils public realm refurbishments had impacted on business trade and the physical environment. The majority of respondents felt that the city centre's retail core has substantially benefited in terms of uplift in quality, increase in trade and general enjoyment of being in the city centre. Anecdotally, businesses still feel Leeds doesn't undertake sufficient marketing and promotion of the city.

¹ Cushman and Wakefield European Cities Monitor 2011

<p><u>What we did</u> <u>Kirkgate Market</u></p> <ul style="list-style-type: none"> • Won national award for NABMA Markets Innovation of the Year (runner up) for Shop and Drop Scheme <p><u>Partnership Events & Festivals Programme</u></p> <ul style="list-style-type: none"> • Leeds is now the UK's 4th most popular conference destination according to the annual British Meetings & Events Industry Survey (BMEIS) 2011/12 • 'Business of Manufacturing' event successfully held. Secured national level speaker panel and attracted 150 delegates to event. • Leeds Digital Festival successfully held. Included 56 events taking place during Nov 12; involved over 100 sector volunteers and attracted an audience of over 1,000. • New City Prospectus and brochure advertising for marketing the large Casino Licence produced • Leeds Loves shopping (LLS) successfully delivered. City centre footfall increase on 'Big Shopping Night Out' of 12.5% in shopping week, compared to previous period. Independents day Saturday 15th footfall increase by 8% • Festive Leeds event successfully delivered in Dec 2011. Average footfall in the city increased by 12.5% on the festival's opening night • Secured £13,500 sponsorship against target of £12,000 for Leeds Architecture Awards. • Secured training camps for both the Olympics 2012 Dutch swimming and Australian diving teams • Web traffic on the 'Locate in Leeds' website has increased by 286% since its re-launch in October 2010 and a new property supplement in partnership with Yorkshire Business Insider was launched • Met with Leeds' 6 key retailers and successfully launched extended trading hours with support from the Leeds Retail Association (LRA) <p><u>Marketing Leeds</u></p> <ul style="list-style-type: none"> • Marketing Leeds appointed its new chief officer In Nov 2011 and will be in post from April 2012. <p><u>Rugby World Cup 2013</u></p> <ul style="list-style-type: none"> • Leeds has been awarded host city status. It will host a group game, a quarter final game and two world class football teams. 	<p><u>New Actions</u> <u>Partnership Events & Festivals Programme</u></p> <ul style="list-style-type: none"> • Attend MIPIM 2012 Property Conference • Commence marketing of Leeds Architecture awards • Work with Visit England to capitalise on 2012 opportunities and support provided through the Regional Growth Fund <p><u>Marketing Leeds</u></p> <ul style="list-style-type: none"> • Complete merger with Council business and tourism services. <p><u>Legible Leeds</u></p> <ul style="list-style-type: none"> • Complete installation of sign-posting maps in the city centre by Spring 2012 <p><u>Leeds City Region (LCR)</u></p> <ul style="list-style-type: none"> • Decision on the LCR bid to host the governments £3bn Green Investment Bank due Feb 2012 <p><u>Data Development</u> N/A</p>
<p><u>What worked locally /Case study of impact</u> N/A</p> <p><u>Risks and Challenges</u> <u>Marketing Leeds</u></p> <p>Effective integration of staff & activities of Marketing Leeds, Financial Leeds, Locate in Leeds, Visit Leeds, Leeds Visitor Centre and Conference Leeds</p> <p><u>City Centre Events & Festivals Programme</u></p> <p>Ensuring maximum benefits from major events are gained</p>	

2011/12 City Development Directorate Scorecard

Reporting Period :

Quarter 3 2011/12

Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Q1	Q2	Q3	Q4
Create the environment for effective partnership working	Following the first meeting of the SEC Board held on 10th Oct, Board members have identified their top three priorities which are in line with the seven CPP priorities. The majority of members identified marketing the city as the key priority. The second meeting of the Board is scheduled to take place on 30th January 2012.	↔	None applicable				
Deliver the Sustainable Economy and Culture Board City Priority Plan	Work is progressing to develop a performance steering group for the SEC Board, which will use the OBA framework to drive the delivery of the Board's priorities. It is envisaged that the steering group will be made up of a small number of SEC Board members (or their representatives) with an LCC Chair.	↔	None applicable				
Deliver a new Asset Management Strategy and reduce carbon emissions and water usage	The performance measures of Reduce Running Costs of Our Buildings and Reduce Our Energy and Water Bills are only slightly under target by 0.29% and 0.90% respectively this quarter. This is because of slippage in the Asset Rationalisation Programme largely due to the delay experienced in Adult Social Care of the closure of buildings following their consultation process. Also, the cost of energy increased in 2011/12, which has, unfortunately, offset the consistent reductions in consumption throughout the year, as reflected in the CO2 emissions indicator which showed large reductions over quarters 1 and 2. The Re-FTT programme is progressing well and due for completion in early 2012/13; it will include several leisure centres. Schemes are also ongoing using the Salix Energy Recycling Fund (SERS) Scheme where LCC are committed to spending £500k before the end of March 2012 on energy efficiency projects. Both these schemes will provide CO2 and, potentially, cost savings in the coming years.	↔	Reduce running costs of our buildings* (Annual Target - £39,927,560) Reduce our energy and water bills* (Annual Target - £11,759,090) Reduce our carbon emissions* (Annual Target - 6.4%)	£9,339,455 £1,458,100 14.0%	£26,723,282 £4,102,125 10.8%	£31,316,976 £7,401,427 9.3% provisional	
Market and promote the city	Although Leeds fell 5 places in the European cities monitor 2011 and the supporting measure continues to project a lower than targeted year end result significant progress has been made. Leeds is now the UK's 4th most popular conference destination according to the annual British Meetings & Events Industry Survey (BMEIS) 2011/12. Marketing Leeds appointed its new chief officer in November 2011 and will be in post from April 2012. Web traffic on the locate in Leeds website has increased by 286% since its relaunch in October 2010 and a new property supplement in partnership with Yorkshire Business Insider was launched. In addition, the Leeds bid to become a Rugby League World Cup host city was secured and the city will host training camps for both the Olympics Dutch swimming and Australian diving teams.	↔	Number of enquiries received from businesses seeking to locate in Leeds* (Annual Target - 1,800)	325	708	1033	
Improve the quality of Leeds' parks	S106 developer contributions and the forthcoming Community Infrastructure Levy have been identified as important sources of capital investment for Parks against an identified investment need. Construction has commenced on improved facilities at Bramley Park, Burley Park and Queens Park in Pudsey. Work continues on the Middleton Park Lottery funded project and it is anticipated that the new visitor centre will be open in August 2012. A review of the Golf pricing policy has taken place with a new price band on season tickets for the age range 18-21 years, which will encourage increased take up of the service for that age range. The general price increase has been limited to 5% (and a maximum of £15 per round on play and play terms). In January 2012 a new pricing policy has been introduced at Lotterton Estate to provide a single price for entry rather than a separate fees for hall and parking. Discounts have been maintained for LeedsCard with a new discount applied for all the over 60s not just LeedsCard 60.	↔	Increase percentage of parks and countryside sites assessed internally that meet the Green Flag criteria				Annually Reported at Q4

<p>Develop the council's cultural events and facilities including changes to sport centres and Libraries</p>	<p>The Sport Restructure is progressing and has reduced a number of management and supervisory posts which will assist in meeting LCC's budget savings targets but without reducing services further. Achieved financial close for the building of a new Holt Park Wellbeing Centre, a partnership between Sport and Adult Social care, incorporating £2.7m Department of Health funding over 25 years. Work will commence on site in January 2012</p> <p>The Leeds School Library Service continues to support independent reading for curriculum learning and pleasure by providing advice, and loans of quality resources to schools and their libraries. There has been an active promotion of books and reading through the Leeds Graphic Novel Award in November 2010</p> <p>The new mobile library routes and opening hours of libraries have now been decided in. There has been a lot of positive feedback on the mobile libraries although in some areas the stops are not maximising the opportunity in the area and will be reviewed with local people in six months</p> <p>The libraries predicted result is below target. This is in part due to a poor Q1 quarter result but with an increase achieved in Q2 this put us back on track with regards to the target.</p> <p>However two major refurbishments, Central Library and Headingley, were carried out in Q3 neither of which were planned at the time of target setting. It is anticipated that the refurbishments will attract additional use of the libraries during Q4 and have a positive impact on performance.</p>	<p style="text-align: center;">↔</p>	<p>Maintain number of visits to leisure centres* (Annual Target - 4,200,000)</p>	<p>1063070</p>	<p>2062059</p>	<p>3,067,7008</p>	
<p>Provide, manage and maintain a safe and efficient transport network for the city</p>	<p>Early indications are that we are set to achieve targets in relation to both supporting measures. Work on funded schemes and planned maintenance continues to progress, and it is anticipated that the majority of schemes will be delivered on time. In quarter 3, the Department for Transport approved funding for the Leeds Inner Ring Road and railway stations at Kirkstall Forge and Apperley Bridge, but a decision on New Generation Transport has been deferred until May 2012. The Leeds Capital Funding for 2012/13 is set to be confirmed later this month but there is still uncertainty over funding for future years which needs resolving.</p>	<p style="text-align: center;">↑</p>	<p>Reduce percentage of non-main roads where maintenance may be needed (Annual Target - 7%)</p>	<p>Annually Reported at Q4</p>	<p>74</p>	<p>157</p>	<p>220</p>
<p>Deliver major projects and make sure these help to deliver the city's priorities: – Arena: Eastgate; Trinity; City Park & South Bank; New Generation Transport; Flood Alleviation Scheme; Aits Valley; South Leeds; Leeds-Bradford corridor; Kirkgate Market</p>	<p>Major projects continue to progress well. Both the Arena and Trinity Leeds are still on-track to complete in spring 2013. The Aire Valley enterprise zone has been established and consultation commenced on a new local development order which will provide simplified planning regulations for businesses located in the zone. Funding has yet to be secured for FAS however, a report is due at CLT in Feb 2012. The South Bank Planning Statement has been adopted by Exec. Board and Kirkgate Market has planned in the coming months. In addition, the consultants report has been produced and is now helping to inform the future strategy of Kirkgate Market.</p>	<p style="text-align: center;">↔</p>	<p>Increase the number of new jobs* (Annual Target - 943)</p>	<p>Annually Reported at Q4</p>			
<p>Produce a new Local Development Framework that identifies targets for new housing and supports their delivery *</p>	<p>Work is continuing across several workstreams concurrently in progressing development plan documents and other related documents through their various/statutory stages of preparation. In meeting this timetable, a number of key milestones have been achieved including the Examination in Public of the Natural Resources and Waste Development Plan Document and progression of the draft Core Strategy for adoption in February 2012. The processing of major planning applications has not met the target again this quarter, mainly because of the impact of the economic situation which has led to delays in applicants completing legal agreements (s106) causing planning applications to go 'out of time'. The Planning Service is continuing to work closely with developers including establishing early dialogue and confirming s106 expectations and timescales. A review of major application processes is underway with the objective of improving performance.</p>	<p style="text-align: center;">↔</p>	<p>Increase percentage of major and minor planning applications that are completed on time</p>	<p>60.63%</p>	<p>56.76%</p>	<p>56.65%</p>	<p>76.01%</p>
			<p>Major's* (Annual Target - 70%)</p>				
			<p>Minor's* (Annual Target - 75%)</p>	<p>78.95%</p>	<p>78.27%</p>	<p>76.01%</p>	

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

2011/12 Environment & Neighbourhoods Directorate Scorecard

Reporting Period :

Quarter 3 2011/12

Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Q1	Q2	Q3	Q4
Support people to improve skills and move into jobs	The number of apprenticeships starts this year compared to last year has increased by 93%. Actions to support increased business engagement include the completion of the Apprenticeship Training Agency feasibility study. Employment Leeds continues to engage with businesses, contractors and developers to promote and support the delivery of apprenticeships; the Apprenticeship competition was launched focused on the Arena and Trinity Leeds, and nominations were sought for the first Leeds Apprenticeship Awards. Currently in dialogue with NAS re data quality and availability to verify the impact of implemented strategies this year with employers. (Target 7.2%)	Green	Increase the number of employers offering apprenticeships	6.1% April 2011 Latest available	6.1% April 2011 Latest available	6.1% April 2011 Latest available	
For Information Only							
Increase number of new affordable homes built	Amended figures for Q1 and Q2 show a combined total of 249. Less units have been delivered through the Firstbuy scheme than expected. Q3 provisional figure is 101 units. To reach the 500 target, a further 150 units are therefore required in quarter four, the majority of which are expected to be delivered via Government initiatives and on schemes which received HCA funding under the 2008-11 programme and are due for completion in March 2012.	Green	Number of new affordable homes (Please note updated figures for Q1 & Q2)	133	116 (YTD 249)	101 Prov (YTD 350)	
Increase number of houses with improved energy efficiency (both public and privately owned housing)	Yorkshire Energy Services have been appointed to deliver the Home Insulation Scheme (Wrap Up Leeds) to 15,000 properties. It is anticipated that 7000 of these will have been delivered by year end. The Solar Panel Scheme has been put on hold (agreed at Exec Board mid Dec) until Feed in Tariff rates are confirmed. Leeds City Region have approved the collaborative development of a Green Deal business case by end April '12 and have employed a Green Deal Coordinator to assist with this. Akea Renewal report 1120 private sector properties have benefitted from energy efficiency measures as a direct result of Council involvement, mainly through the WarmFront scheme.	Amber	Number of houses enhanced with energy efficiency measures (public and private)	0	0	1120	

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Report of Director of City Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 22 March 2012

Subject: TRANSPORT PLANNING – SESSION 2

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): City & Hunslet and adjoining wards		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. At their 1 December 2011 meeting the Board agreed Terms of Reference for an “inquiry into 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”.
2. This report provides evidence to the second session of the inquiry covering:
 - Draft transport strategy for the city centre.
 - Traffic management strategies and plans.
 - Network management.
 - Promoting sustainable movement including the integration of pedestrians and cyclists.
3. Key challenges for transport provision are described in terms of ensuring adequate investment; managing demand for travel from a widening and potentially growing commuter catchment; supporting the development of the bus network; the major opportunity that a high speed rail network will bring; and ensuring good connectivity and mobility remains possible in local communities.

Recommendations

4. Members are requested to note and comment on this report.

1 Purpose of this report

- 1.1 This report provides information to the second session of the Board's inquiry into transport challenges and issues in the city as set out in the terms of reference agreed at their 1st December 2011 meeting.

2 Background information

- 2.1 A new Local Transport Plan 2011-26 was adopted by West Yorkshire Integrated Transport Authority in April 2011 and forms the statutory transport plan for West Yorkshire. A separate Local Implementation Plan for Leeds is being prepared to support the LTP which covers programmes for the period 2011-14 and sets out the basis for longer term transport ambitions in the city within an overall framework for transport planning in West Yorkshire and the City Region.

- 2.2 At its meeting on 1st December last this Scrutiny Board agreed a programme of inquiry into transport planning issues. This report covers issues identified for the second session of inquiry, covering:

- Draft transport strategy for the city centre.
- Traffic management strategies and plans.
- Network management.
- Promoting sustainable movement including the integration of pedestrians and cyclists.

- 2.3 The context for the future transport planning in the city centre is set by the Local Transport Plan; the Vision for Leeds to be the best city in the UK by 2030; and by the vision for the city centre. The 2010 city centre vision conference identified the following transport themes as being of particular interest in terms of future strategy:

- City Square as a place free of traffic and severance from the rail station
- Development of interchange opportunities
- Measures to manage through traffic better and the role of better traffic signing
- The importance of good provision and priority for pedestrians
- Quality issues relating to bus services, including cost, information and services
- The role of park and ride in the future

- 2.4 This report builds on the overall position described to the Board's 27 January session on transport planning and sets the scene for the further planned sessions of the inquiry in due course.

Context for future transport planning in the city centre

- 2.5 Over 400,000 people work in Leeds District of which 32% (133,000) work in the city centreⁱ. A significant proportion of those working in Leeds travel in from neighbouring authorities, and this figure is higher for those who work in the city centre. In 2008 it was estimated that 70% of people travelling to the city centre during the morning peak period started their journey from outside Leeds outer ring road. The population of Leeds has risen over the past decade to around 800,000 in 2010 and is forecast to increase more significantly in the future to almost 950,000 by 2026ⁱⁱ. How this growth will affect the proportion of longer distance commuters is uncertain as significant population growth is forecast throughout the city region.
- 2.6 The majority of people who travel to the city centre do so by public transport, walking and cycling. Surveys in 2008/09 showed that during the morning peak period 45% of those using the three main modes travelled by car (Appendix Figure 1) and this fell to 35% in the inter peak period.
- 2.7 Parking costs vary considerably within the city centre and surveys indicate that over 60% of drivers do not pay to park at all – this applies both to peak and off peak journeys, and perhaps surprisingly also includes inter peak shopping trips.
- 2.8 However, travel costs have risen significantly over the past decade as the Appendix Figure 2 shows. All these increases are on top of inflation. Bus fares in particular have grown substantially and in the immediate future rail fares are also set to rise.
- 2.9 The future level of employment growth in the city centre is extremely hard to forecast. The Regional Econometrics Model (REM) is used twice a year to make forecasts at a district and regional level, however, the current economic uncertainty means that forecasts vary significantly. For example, the autumn 2010 forecast was for a net growth of 44,000 jobs in Leeds district between 2010-26; the autumn 2011 forecast is for 74,600 over the same period.
- 2.10 In 2008, approximately 30% of jobs were in the city centre, however, it is not known how this proportion might change over time. Land already allocated for employment, or proposed for employment, could support over 200,000 jobs in Leeds District. Of this, around 45,000 could fall within the city centre (inside the IRR). Allocated land, however, only accounts for a proportion of employment as it excludes public sector jobs (local government, education, health), retail, hotels and catering. These sectors account for around a third of anticipated future employment growth in Leeds.
- 2.11 The REM forecasts do not provide detail on the location of the growth within Leeds, however, if the current proportion of city centre jobs is maintained this would represent between 13,000 and 23,000 additional jobs.
- 2.12 However, not everyone travels to work during the morning peak period on a weekday. For example, taking account of part time and shift working and other absences from work mean that typically only 45% of workers commute during the 0700-1000 period on an average weekday. Assuming that this proportion remains in the future, and with new technology it might well decline, this would reduce the average increase in demand for travel to the city centre down to 6-10,000 people during the peak period.

3 Main issues

Draft Transport Strategy for the City Centre

- 3.1 Leeds city centre is one of the key economic drivers for the city region. It is a major employment location, with around one third of all jobs in Leeds District being located there; the shopping centre is regionally significant, and is the fifth largest nationally in terms of retail floorspace; the main campuses of the city's two universities are located in the city centre along with the Leeds General Infirmary; it also forms a cultural and entertainment centre for the city, with a variety of theatres and museums, as well as cinemas, restaurants and bars. In recent years city centre living has attracted thousands of people to choose the city centre as a residential location.
- 3.2 Since the last time transport strategy for the city was thoroughly overhauled in the 1990's major changes have taken place both in terms of physical changes to the transport system and also as regards the policy and strategic background:
- Completion of the City Centre Loop, Public Transport Box and Inner Ring Road
 - Regeneration of Leeds rail and bus stations
 - The renaissance of City Square and creation of Millenium Square.
 - Rapid expansion of development on the South Bank notably around Holbeck Urban Village and numerous vacant sites including the former Tetley's site.
 - Planned Eastward expansion into the Eastgate / Harewood Quarter; Trinity Leeds on site in the central area; in the West End; and the Leeds Arena.
 - Rail passenger growth into Leeds station exceeding expectations.
 - Increasing traffic pressure on the Public Transport Box in terms of the needs for accessible bus stops and for accommodating taxi stands, deliveries etc.
 - Cleared development sites south of the city centre that have increasingly been used for commuter parking often without planning consent.
 - Continuing traffic and congestion in the M621 corridor.
 - Government plans as yet undefined for a high speed rail route and station.
 - Greater expectations for quality of space and urban realm.
- 3.3 Future development in the city centre will result in the creation of new employment opportunities, the expansion of the retail provision and the opening of the Leeds Arena. At the same time the population of Leeds is forecast to grow significantly. All this will result in the need to transport greater volumes of people into and out of the city centre, with resulting impacts upon the levels of congestion on the transport network, air quality and greenhouse gas emissions. There are also a range of transport pressures which will drive future strategy:
- Master planning for the further development of Leeds station with anticipated growth in passenger numbers of 60 to 100% over the next 20 years.
 - Significant volumes of through traffic in the city centre, notably 25% of the 25,000 vehicles passing through City Square daily.

- Development in the West End and South Bank and implications for Meadow Lane gyratory where flows of 40,000 vehicles will impact on the urban realm.
- Holbeck Urban Village and the role Water Lane plays as part of the city centre traffic system.
- M621 congestion which is a growing concern for the Highways Agency.
- Supporting permeability and connectivity for cyclists and pedestrians.
- Accommodating public transport expansion for example: quality bus corridors; NGT routes; street running of TramTrains; and bus accessibility.
- High speed rail, subject to future announcements about a terminal in the city.

3.4 A future city centre transport strategy needs to tackle these challenges and therefore the following draft objectives for the city centre transport strategy have been developed:

- To facilitate the economic growth of Leeds city centre;
- To create a more accessible city centre that supports people to travel there by a range of sustainable choices;
- To support an improved environment and urban realm within the city centre to make it a more welcoming and attractive place for workers, shoppers and visitors;
- To reduce CO2 emissions associated with travel to the city centre.

3.5 The draft transport strategy therefore has two main components:

- Providing for increased travel to the city centre by sustainable modes, with key components being:
 - Better interchange public facilities
 - Development of the rail station as a regional transport gateway in terms of capacity for future demand and passenger facilities
 - Integrating walking and cycling into the city centre realm
 - Continuing the creation of better spaces and well integrated and seamless urban realm
 - Integrating the new and emerging development areas, including present committed developments and that expected to emerge in the West End and South Bank
 - Making best of use of information

- Reducing the impact of traffic within the city centre:
 - Reviewing and developing the traffic management system, including signing strategies
 - Redefining the role of the City Loop Road and Inner Ring Road
 - Managing more effectively the level and impacts of through traffic in the core areas of the city centre
 - Developing a parking strategy, especially the role of park and ride

3.6 Proposals for the first component relate to the provision of bus/NGT based park and ride; additional rail capacity; enhanced bus services; and improved facilities for walking and cycling to the city centre.

3.7 Proposals for the second component comprise changes to the traffic circulation system to reduce the amount of through traffic; associated improvements to the Inner Ring Road, including enhanced capacity at Armley Gyratory; the management of commuter parking provision and the development of park and ride.

Providing for increased travel demand

3.8 Based on the higher REM forecast (autumn 2011) referred to in paragraph 2.11, a potential scenario for accommodating peak commuting demand is illustrated in the Appendix Figure 3. This has been undertaken to demonstrate that even with fairly conservative assumptions there is scope to meet future demand. The park and ride capacity is based on NGT plus three other sites, but assumes only 66% of spaces are occupied by the end of the morning peak period. The range of rail capacity depends on the proportion of standing passengers (25% or 10%), but ignores the significant availability of spare capacity after 9 a.m.

3.9 For those travelling to the city centre from within the Outer Ring Road, there is significant spare capacity on existing bus services through the peak period and this will be enhanced by NGT. In addition, the implementation of the Leeds Core Cycle Network will deliver 17 radial routes into the city centre. Cycling levels have more than doubled over the past eight years, if they were to double again by 2026 this would represent an additional 1600 cyclists.

Urban Realm Improvements

3.10 A key part of the previous 1991 transport strategy was the re-routing and removal of traffic from the central area of Leeds. This has allowed significant pedestrian areas to be developed the most notable being Briggate, with subsequent enhanced urban realm for shoppers, visitors and residents.

3.11 The pedestrianised streets at the core of the retail area in Leeds have represented a significant civilisation of the city centre, providing a substantial redistribution of road space in favour of the more relaxed pace of pedestrian activity. Opportunities for street cafes and the encouragement of street entertainers do much to enhance the city centre as a destination for residents and visitors alike. Nevertheless, these

streets sit side by side with other central roads that have changed little in decades and detract significantly from the pedestrianised core.

3.12 As stated above, transport has a key role to play in allowing improvements to the urban realm in the City Centre. A key theme of the future City Centre strategy is:

- Achieving significant improvements to the environment of the city centre by the removal of extraneous vehicles – in particular through trips - and physical changes to the highways to lessen the impact of the remaining traffic;

3.13 This means reducing the impact of traffic in the most central area to allow increased pedestrianisation and an enhanced urban realm that is easier and safer to navigate by non-motorised modes. The delivery of this is anticipated to include the following elements:

- Implement new signing strategy for city centre to divert unnecessary traffic away from the loop road;
- Enhance urban realm on highways within Loop Road, including shared space proposals;
- Introduce measures to reduce the dominance of traffic on the Loop Road, including selective use of shared space design;
- Reconfigure access arrangements to create a cell system;
- Extend city centre pedestrianisation.

3.14 It is proposed that future traffic circulation is planned to provide for essential access to support the centre vitality whilst ensuring that through journeys are diverted to the most appropriate routes for such traffic. As such it is anticipated that progressively the road and public transport networks in the core of the city centre will be re-planned over time to reduce the dominance of traffic and enhance the environment for pedestrians and cyclists. This work will allow City Square to be partially pedestrianised by eliminating general car traffic and managing bus and local access traffic. In addition, the transformation of New Station Street into a pedestrian priority route from the station to the core retail area will require the relocation of the buses and taxis to a new interchange to the north of the station.

Traffic Management Strategies and Plans

3.15 The Council operates a sophisticated Urban Traffic Management and Control (UTMC) system within the city which plays a vital role in keeping traffic in Leeds moving. Both operationally and strategically UTMC aims to maximise usage of the existing infrastructure whilst benefiting all road users. Going forward UTMC will play a major role in the future development and delivery of a new strategy for the city centre. UTMC's role is achieved in a number of ways.

- *Setting signal timings.* Determining the proportions of green time given to each approach, and coordination strategy to keep the main routes through the city as clear as possible, minimise delay and queues and maximise safety. Timings are

time of day specific and the city centre and along many of the main traffic corridors leading into the city centre the traffic signals and linked together to co-ordinate the flows of traffic to gain maximum efficiency

- *Control.* A central control centre, which is staffed throughout the weekday and at busy weekends, provides for continuous monitoring of traffic in the city centre and across the District. It also provides for a direct interface with the public and our partners such as the police and Highways Agency. Action is taken if problems are seen to arise: altering signal timings, alerting the police, calling the signal maintenance team, ringing up contractors on site or via Network Management, informing the public via the LeedsTravel.Info web site, setting Variable Message Signs (VMS), and informing the media (via a media agency).
- *Planning for events or planned road works.* UTMC share in discussions about the effect of any disruption, how it can be minimised, time of day, alternative routing, etc. Prepare a set of appropriate signal timings and VMS settings. Agreeing use of temporary traffic signals.
- *Road improvements.* In considering the feasibility of possible road improvements the needs to all road users are fully considered – pedestrian delay being as important as vehicle capacity. The layout of new junction designs is optimised wherever possible for efficient operation. Signal equipment is carefully specified making the most of the latest technology to be operationally optimal and environmentally friendly.
- *New Developments.* The UTMC team are involved in assessing the traffic impact of major developments. The aim is always to facilitate the development if possible whilst ensuring that no additional congestion is created. This is usually more than simply reaching agreement on a developers Transport Assessment. Generally it entails a detailed review of their traffic figures, correcting and refining traffic models, working with them in designing junction layouts and traffic signals, checking the final design has capacity, caters properly for pedestrians, and is actually physically feasible.

3.16 In terms of traffic management plans for the future, these need to be rethought especially the role of the key strategy based on the three rings of the Inner Ring Road, Loop Road and Public Transport Box where a range of considerations come to the fore, including:

- Journey times preclude an expansion of the existing Loop without breaking it up into cells and sub-Loops to cater for access needs.
- Capacity of the IRR, particularly at Armley Gyratory.
- Environmental constraints in Holbeck Urban Village.
- Access to the station and quality of City Square urban realm as gateway to the city.
- Minimal scope for the diversion of the route around the North of the city centre where no suitable alternative routes exist.

- South Bank road networks will potentially be under greater pressure from new development plans with congestion likely to be exacerbated by re-development of industrial sites with mixed use and commercial office development.
- Access points and pressure on the M621.
- Longer term uncertainty about the future maintenance strategy for the IRR.

3.17 Taking these factors into account, work on the traffic analysis for the new city centre strategy has reached the following preliminary conclusions to-date:

- Separate Loops and local access measures such as traffic “cell systems” will better serve the accessibility and expansion of the city centre.
- City Square and access to the station can only be improved by reducing the volume of traffic, although provision for buses will continue to be needed.
- An increase in capacity at Armley Gyratory is needed to facilitate improvements to City Square and a reduction in the remaining through traffic passing through the city centre.
- The role of Meadow Lane Gyratory in South Bank can be played down only by the provision of new capacity further out of the city centre adjacent to the M621.
- The role of the M621 is critical to the city centre strategy and M621 Junction 3 should be reduced in significance and consideration given to the role of junction 2A.
- In due course traffic arrangements will need to reflect any future requirements of a high speed rail terminal.
- The role of the Inner Ring Road is likely to be a critical factor, particularly post 2030 when a longer term maintenance and operation strategy will be significant.

Network Management

3.18 The Highways and Transportation service has an established Network Management section whose primary role is to facilitate and co-ordinate the essential works and activities that take place on the Leeds highway network. This ensures that the Council meets the statutory network management duty placed on it under the Traffic Management Act 2004 (TMA).

3.19 The TMA and the New Roads and Street Works Act 1991 provide a number of controls that allows the council to place directions on how works may be undertaken. In particular these relate to directing the dates and times of works, to assist in co-ordination and to reduce resultant disruption. These controls will be further

strengthened if the Council is successful in its current bid to introduce a permit scheme for road works on the busier road network.

- 3.20 All works are currently notified to the Council and this information is recorded on a map-based electronic register of street works. This system aids the co-ordination process in highlighting potential clashes or particularly disruptive works. It does however have limitations mainly due to the sheer volume of works. Over 35,000 works were notified last year. The permit scheme should provide additional staff resource to help deal with this problem.
- 3.21 The role of Network Management is particularly critical in terms of the city centre. In addition to the register of works a number of other measures are currently undertaken to co-ordinate works and reduce disruption. Every 3 months a co-ordination meeting is held with work promoters where their work programmes are discussed and potential clashes or opportunities for collaborative working are resolved. In addition to this an internal city centre working group is also held quarterly with colleagues from Planning Services and City Centre Management to examine proposed works, developments and events. A plan and schedule to aid future planning is published following each meeting.
- 3.22 Larger works and developments are subject to scheme specific co-ordination meetings to ensure that all the relevant stakeholders are involved and can contribute to the planning process. These stakeholders include Urban Traffic Control, the Police and Metro. In the case of the Eastgate development enabling works, the developer funded a full time post to help facilitate this process. For last year's work to refurbish some of the Inner Ring Road structures a dedicated working group was formed. This group gave detailed consideration to the traffic management proposals, timing and publicity to ensure that the disruption was well managed.
- 3.23 The ongoing refurbishment of ageing utility and highway assets, regular public events and major developments in the city centre do make this co-ordination process increasingly challenging. However the systems and processes outlined have demonstrated a track record of success in managing the network in the city centre.

Development Pressures

- 3.24 Over the past ten years, there has been significant regeneration and development within both Leeds City Centre and at other key locations within West Yorkshire and the wider city region. The speed of development has, however, slowed in more recent years as a consequence of the economic downturn.
- 3.25 Within the city centre there are three major developments that will have a significant impact upon transport: Trinity Quarter, Leeds Arena and Eastgate.

Trinity Quarter.

- 3.26 The redevelopment of the area to the north of Boar Lane will provide space for 120 retail units within a 1 million sqft development. It is scheduled to open in spring 2013.
- 3.27 No car parking will be provided on site, instead it relies upon shoppers using existing car parks within the city centre.

- 3.28 Deliveries to the scheme utilise the existing service yards accessed from Boar Lane, the entrance to the main service yard on Bank Street adjacent to the Square on the Lane will be widened.
- 3.29 The developer is jointly funding with the council the refurbishment of the lower section of Albion Street to the standards of the city centre pedestrian areas.

Leeds Arena

- 3.30 Located to the north of the Merrion Centre, construction of the Arena commenced in February 2011. When complete it will have a capacity of up to 13,500 and is due to open in early 2013.
- 3.31 No new car parking will be provided as part of the development. The majority of major events will occur on an evening, and consequently the venue will be served by existing city centre car parking. Woodhouse Lane and the Merrion Centre multi-storey car parks will be able to accommodate demand for the majority of events. On the largest events and Saturday matinees, other car parks around the city centre will be required to accommodate the demand.
- 3.32 A signage scheme is being developed to direct traffic to the arena and relevant car parks. In the first instance this will be to either the Woodhouse Lane or Merrion car parks, depending on the route into the city. Once these are full, drivers will be directed to other car parks. Pedestrian signing will direct people to the arena from arrival points such as the bus and rail stations as well as car parks.
- 3.33 A comprehensive review has been carried out of the traffic regulation orders in surrounding areas and changes will be made before the arena opens to make it illegal for drivers to park at times when there will be a potential demand from the arena customers. The adequacy of the provision will be reviewed over a two year period following opening of the arena.
- 3.34 The capacity of the highway network has been tested at key junctions around the city centre. The conclusion is that whilst some adjustment to traffic light timing will be required, there is sufficient capacity on the network to cater for the event. An arena specific signals plan will be developed by UTMC before opening of the arena, which will then be fine tuned as events occur.

Eastgate Development

- 3.35 The Eastgate Quarters development will provide space for 130 stores and restaurants, including over 1 million sqft of retail units. A new planning application was approved in 2011.
- 3.36 Unlike the Trinity and Arena developments, Eastgate will have a greater direct impact on the transport network because of the road closures that are required to allow it to progress.
- 3.37 The original transport work for the Eastgate development was undertaken in 2005-06 in support of the first application. A further planning consent was granted in 2011 for a reduced scheme. This removed the residential content and relocated the proposed John Lewis store within the development.

3.38 The key changes to the highway network within the site boundary are:

- To build over a number of streets, predominantly on the north side of Eastgate, the most significant in traffic movement terms being Lady Lane.
- To remove traffic from some streets, including all traffic other than the future NGT vehicles from Eastgate between Vicar Lane and the Eastgate Roundabout.

3.39 As a result of the above changes to the network and to accommodate the additional traffic that will come to the development, the following changes are proposed:

- The closure of Eastgate to traffic will require a new arrangement for bus routing, with services being diverted and others terminating at new locations.
- Other traffic, whether existing traffic using the city centre or new traffic attracted by the development, will be encouraged to use the Loop and the Inner Ring Road. Junction improvements are required along with alterations to signing and traffic management arrangements to provide capacity for these changes.

3.40 The construction of the scheme and highway changes are closely interlinked and through an agreement under Section 278 of the Highways Act 1980, the phasing of the works are controlled to ensure that the necessary highway works are put in place to accommodate traffic before it is diverted or roads are closed.

3.41 The development will remove approximately 1050 existing car parking spaces within the site area on surface car parks and provide a 2700 space multi storey car park accessed from Vicar Lane and Bridge Street. The assessment to establish the level of car parking required examined the operation of the shoppers car parks around the city centre. This confirmed that sufficient space would be available to accommodate demand during the construction period when the existing surface car parking was removed but the new multi storey car park had not been provided.

Promoting Sustainable Movement including the integration and pedestrians and cyclists

3.42 Walking and cycling in Leeds are promoted by a series of events, many of which take place on an annual basis. These include "Walk to School Week", "Walk the History of the Games", "National Bike Week" and "Go-Cycle". Each of these themes include numerous individual events to encourage participation in active travel.

3.43 Within the city centre, pedestrians are predominantly provided for by an existing established infrastructure of extensive pedestrianised streets and pedestrian crossing facilities. Detailing planning of new investment and improvements for pedestrians is taking place for major projects including providing for connectivity to the Leeds Arena, Trinity Leeds and Eastgate development sites. The Eastgate scheme will see pedestrianisation provision being extended to include Eastgate as well as enhanced pedestrian connectivity across New Market Street. In 2010, improvements were made in City Square to improve the crossing facilities from City Station across the City Centre Loop Road. This involved widening the crossing facility and reducing the crossing distance, which entailed reducing the number of traffic lanes from three to two.

3.44 Cycling is being accommodated and encouraged by a series of carefully considered routes which make up the Leeds Core Cycling Network. These lead to the Public Transport Box, which cyclists may use to access their destination in the city centre or to cross the city centre. Secure cycle parking and combined cycle/train journeys have been encouraged by the CyclePoint at Leeds City Station. Routes along the Headingley, Scott Hall, and Hunslet/ Middleton corridors are substantially complete. Further work is being undertaken to devise and implement a route which improves the connectivity from the North of the city centre across the Loop road to the rail station.

3.45 The future city centre transport strategy is intended to manage traffic levels and distribution to widen benefits further for both pedestrian and cycle movements.

Timing and programmes

3.46 The draft strategy is summarised on the maps contained in the appendix to this report. Map 1 shows an overview for Leeds district and Map 2 specific proposals for the city centre.

3.47 It is anticipated that the strategy will be rolled out in stages over a twenty year time frame, potentially concluding with the siting of a high speed rail terminal in the city, where the Councils' preference is for the Government to choose a city centre location. An indicative phasing could roll out along the following lines between 2012 and 2030:

PHASE A

Initial measures package to support traffic management in City Square and the South Bank area. Potentially including urban realm and public transport measures in the City Square and station areas and the establishment of Park and Ride including the delivery of the NGT scheme

PHASE B

Completion of the South Bank access package with extended traffic management including the M621 and Ingram Distributor Road. Delivery station access improvement package. Further development of NGT network

PHASE C

North city centre traffic and urban realm package and completion of the full access package for proposed high speed rail terminal. Continuation of an NGT network and potentially street running tram trains as part of future rail development.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The development of the Local Transport Plan was underpinned by a West Yorkshire wide process of engagement with Members, Stakeholders, transport users and residents. No further consultation on transport plans has been undertaken since this was concluded. The further development of the city centre transport strategy will be supported by a suitable engagement and consultation strategy.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The development of the Local Transport Plan has been informed by the preparation of an Integrated Sustainability Assessment which has included assessing the impacts of the transport policies and strategy on these issues. In terms of more specific schemes and policy developments further equality and diversity screening and assessment will take place on an individual basis as proposals are developed further. A further EDCI scoping and assessment will follow as work on the draft city centre transport strategy is progressed further.

4.3 Council Policies and City Priorities

4.3.1 The development and progression of the Local Transport Plan and transport strategy specifically supports the delivery of the City Priorities to:

- Improve journey times and the reliability of public transport; and
- Improve the environment through reduced carbon emissions.

4.3.2 The development of specific transport strategy for the city centre will support the Vision for Leeds 2011 to 2030 and the goal of being the best city in the UK.

4.3.3 Development of the city centre transport strategy is also being informed by the Local Development Plan policies and the draft Core Strategy for the city.

4.4 Resources and Value for Money

4.4.1 This report does not provide detailed coverage of major expenditure plans. However, all significant schemes are the subject of a proportion appraisal to assess value for money, project benefit and the alignment with key policy before strategic decisions are recommended.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report has no specific legal or access to information implications.

4.6 Risk Management

4.6.1 This report has no risk management implications. Processes for risk and project management are in place for the delivery of LTP policies and programme and, in line with the Council's own practices and procedures, for Leeds highways and transportation schemes.

5 Conclusions

5.1 This report has presented the context for the future planning, development and management of transport in the city centre. It is anticipated that when concluded the development of a new transport strategy for the city centre will be developed on an incremental basis in a series of phases over the next 20 years to meet the emerging needs of the city as it develops in the future. Among these priorities will be the emergence of the South Bank as a key area of the city centre, the management of traffic in the centre to create and support a city centre which meets the aspirations for Leeds as the Best City in the UK including its public and urban realm and the major impacts and changes that will be expected as a result of the Government's decision to develop a high speed rail network with a station in Leeds. This and the previous report to the Board in January have provided details of the overall basis for the forecasting of transport impacts and planning for new travel demands.

6 Recommendations

6.1 Scrutiny Board members are requested to note and comment on this paper.

7 Background documents

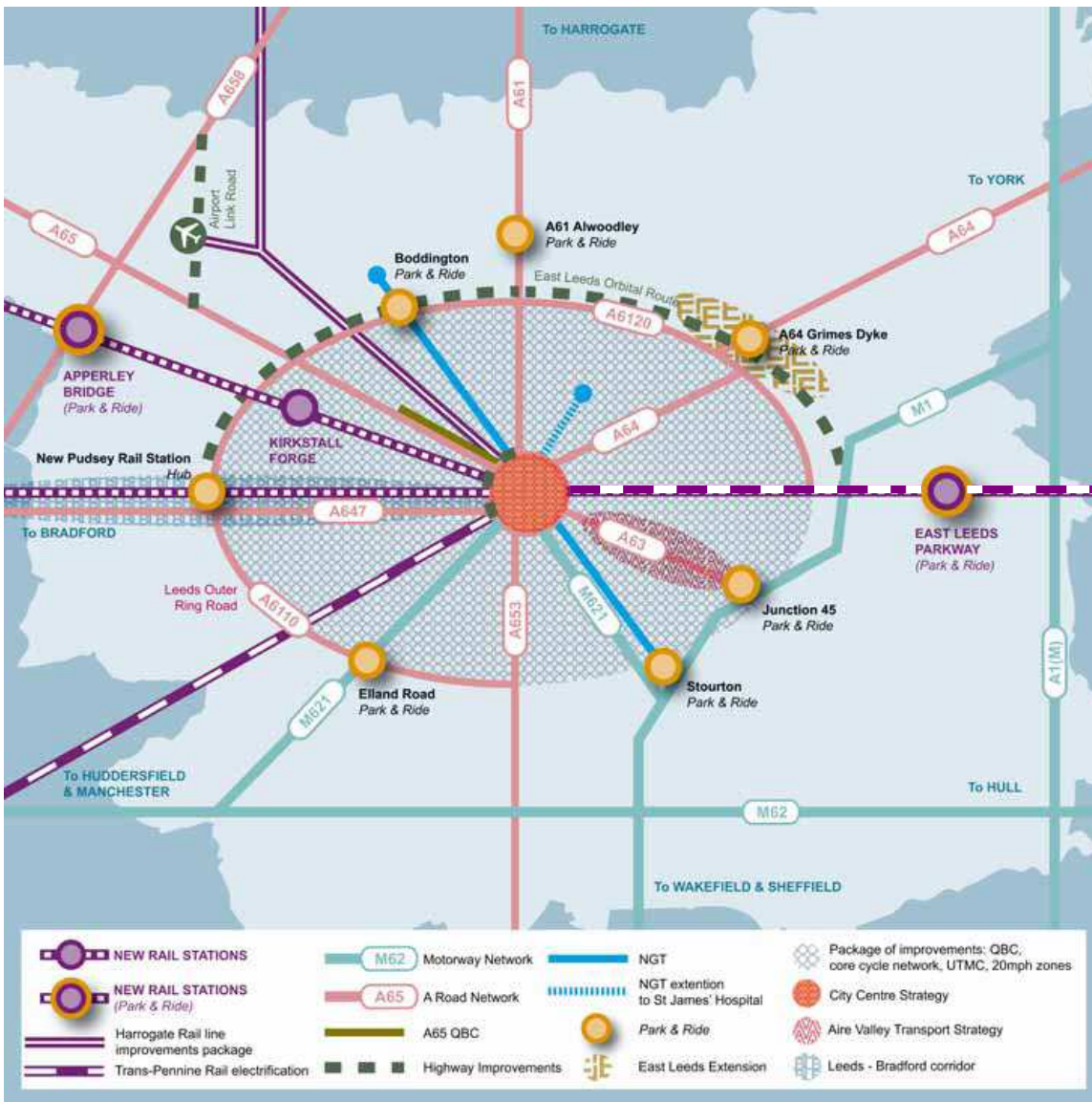
7.1 The following background documents relate to this report.

- i) "My Journey West Yorkshire", West Yorkshire Local Transport Plan 2011-26, April 2011.
- ii) Draft Leeds Local Implementation Plan and Strategy, January 2011.

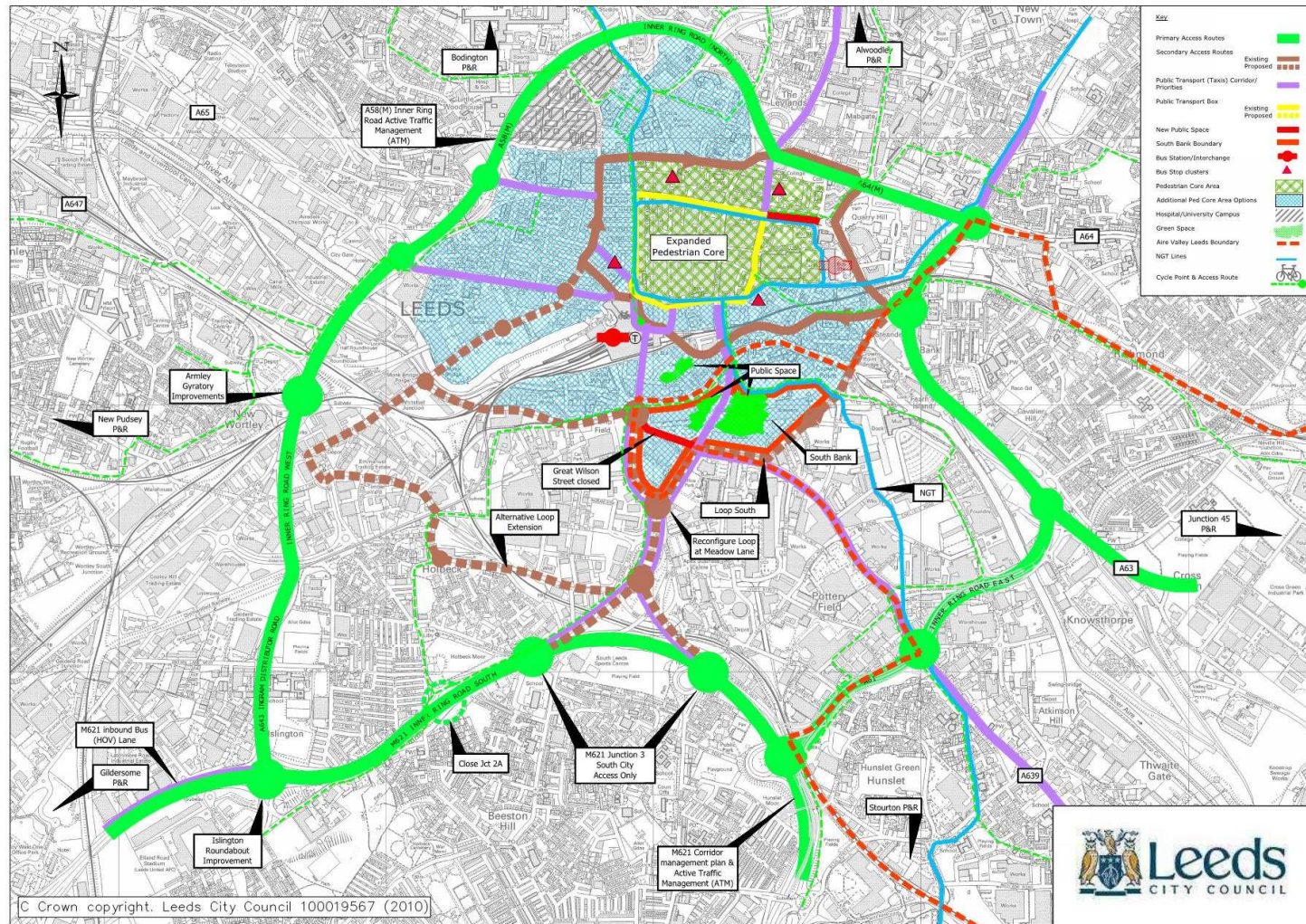
MAPS AND PLANS

TO BE COMPLETED FOR SUBMISSION TO THE BOARD PRIOR TO THE MEETING

Map 1 : Overview of Transport Interventions for Leeds 2011 to 2026



Map 2 : City Centre Interventions



City centre proposals

Map 7a

APPENDICES

TO BE COMPLETED FOR SUBMISSION TO THE BOARD PRIOR TO THE MEETING

Figure 1

MODE SHARE OF TRAVEL TO LEEDS CITY CENTRE (2008/09)

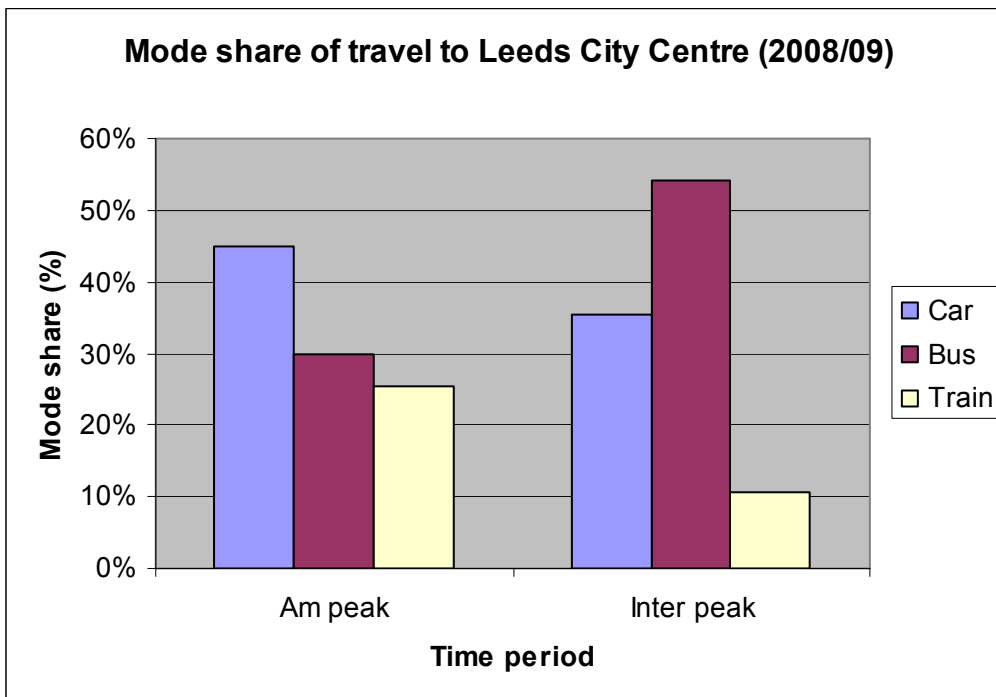


Figure 2

REAL INCREASES IN TRAVEL COSTS (2001-11)

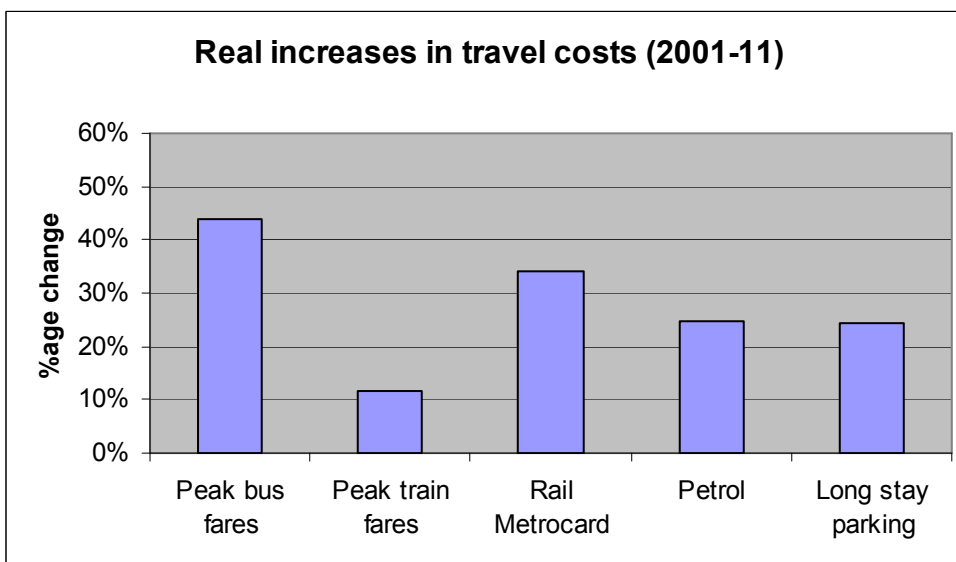
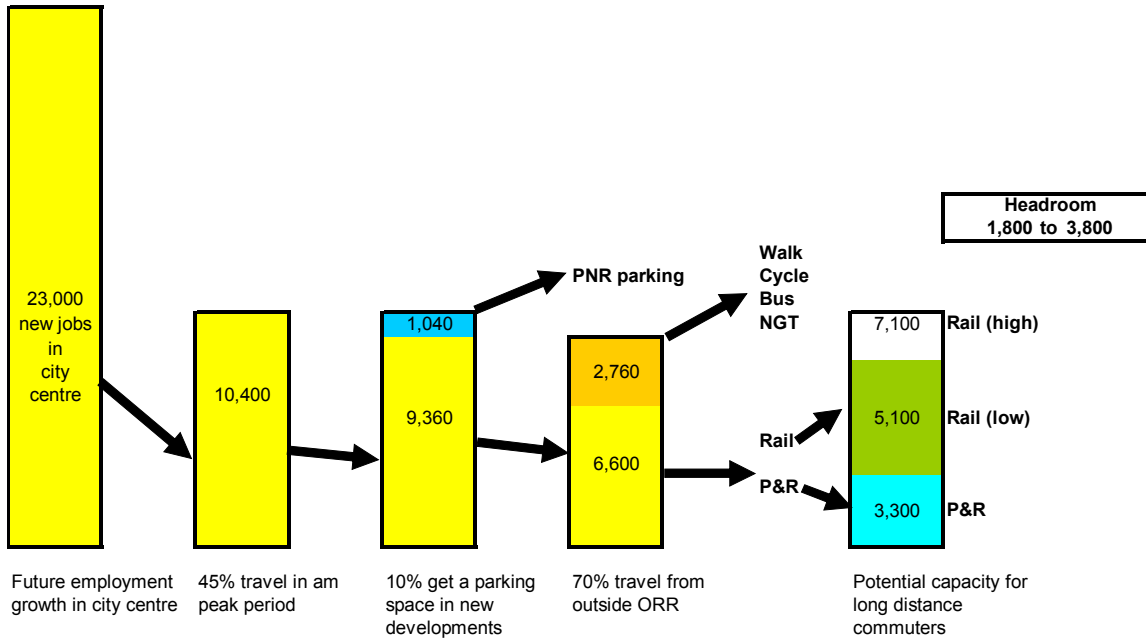


Figure 3

POTENTIAL ADDITIONAL COMMUTING DEMAND FOR TRAVEL TO LEEDS CITY CENTRE UP TO 2026

Potential commuting demand for travel to Leeds City Centre up to 2026



ⁱ Leeds Economy Bulletin Autumn 2010

ⁱⁱ ONS 2008-based population projections (May 2010)

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Report of **Director of City Development**

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

Date: **22 March 2012**

Subject: **HIGHWAYS AND TRANSPORTATION SCHEME CONSULTATION
PROCESS UPDATE**

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 updates the Scrutiny Board on changes to Highways and Transportation’s consultation procedures for Transportation schemes, following issues arising from recent consultation exercises and discussions at the Board’s previous meeting.
2. The report also outlines the impact the new procedures have had on two recent significant scheme consultations namely, the Roundhay Road Integrated Transport Scheme and the Leeds Core Cycle Network Garforth – Leeds City Centre (Route 9)

Recommendations

3. The Scrutiny Board (Sustainable Economy and Culture) is requested to note and comment on the report.

1 Purpose of this report

- 1.1 This report updates the Scrutiny Board on the development of the Highways and Transportation service's consultation procedures, since these were previously discussed with the Board at their 20 October 2011 meeting.

2 Background information

- 2.1 As a result of issues arising from the consultation on Route 5 of the Leeds Core Cycle Network reported at the Board's 20 October meeting, Members were briefed on work to revise consultation procedures relating to schemes. This report provides the requested update.
- 2.2 A review process was initiated following the receipt of adverse comments and a small officer working group was established to re-examine and develop recommendations for improvements to consultation processes.
- 2.3 A draft consultation framework was established, and then shared with the Corporate Consultation and Corporate Communications managers who found the existing procedures to be already very comprehensive. It was considered that the new procedures could be used as a benchmark for other services within the Council.
- 2.4 Extensive input was provided from the Service's equalities advisor and from the Corporate Equalities Officer, to ensure that the new procedure met the Council's responsibilities under the Equality Act.
- 2.5 The revised process is now being used to develop new schemes for the 2012/13 capital programme.
- 2.6 The existing processes for consulting on highway maintenance schemes were also considered in the review. However, the processes for consulting on these schemes, which do not involve changes to the highway and are rather notification and information type exercises to inform the public of forthcoming maintenance works, were considered to be effective and fit for purpose.

3 Main issues

- 3.1 It was recognised by the working group that the exercise primarily captured what had in fact already been current practice, but this review enabled the process to be encapsulated in one place. The review also enabled the use of a number of new tools, including bespoke roadside information signs and better use of the internet to be incorporated into the Service's procedures.
- 3.2 The scheme consultation checklist, attached as Appendix A, addresses consultation in 4 stages:-
- Stage 1 – Internal Scheme Development Consultation List (Technical)

- Stage 2 – External Scheme Development Consultation List (Key Stakeholders)
- Stage 3 – Public Engagement Consultation List
- Stage 4 – Review Feedback, Report Back Findings & Recommendations

3.3 While the checklist is provided to assist officers, it is not intended to be definitive. Individual local circumstances will differ and therefore final results will always be sense checked against what might be expected before reaching firm conclusions and reporting outcomes.

3.4 Robust records should be kept of the process and these should be retained in accordance with retention policies after project completion.

3.5 It had been hoped that the whole process of consultation could now be digitised to ease the burden. However, while the use of Talking Point is required, the service is awaiting further developments corporately concerning a validated checklist of organisations who may have an interest in particular areas, and subject matters.

3.6 The revised consultation procedures will be monitored and will be further revised and developed following any feedback received; this is in line with the Highways and Transportation service's commitment to continuous improvement.

3.7 The revised procedures have been trialled on two significant schemes being Roundhay Road Integrated Transport Scheme; and the Leeds Core Cycle Network Garforth – Leeds City Centre (Route 9).

Roundhay Road Integrated Transport Scheme

3.8 The scheme proposal is for an outbound bus lane combined with a number of road safety measures in an area with competing demands from the frontages. The consultation on this scheme has run in parallel with the development of the consultation proposals detailed in this report.

3.9 Given the complicated and diverse demands on the highway and footway usage in this area, it was felt that all possible tools from the toolkit should be used for the consultation.

3.10 A specific web-site was established for the scheme, and all associated literature directed respondents to the website.

3.11 The distribution of 7,900 leaflets (Appendix B) included delivery to 2,540 to households within approximately 350 metres of the scheme, to ensure that pedestrians who were regular users of the road were consulted. For the first time leaflets were also distributed to transport users, (bus users, car drivers, and cyclists) who use the corridor as it was recognised that for such scheme it was important to reach those people who passed through the area.

3.12 Bespoke roadside information signs were used to direct users of Roundhay Road to the website (Appendix C).

- 3.13 The scheme web page received 750 hits which generated 142 responses through the consultation feedback form and was considered significantly more than would have been achieved through the former processes.
- 3.14 Overall the consultation received 377 responses or around 5%, which although a relatively small proportion of the leaflets distributed it is considered to be a significant response level for scheme of this type, especially when considered against those received for previous similar consultations.
- 3.15 The higher response rate was due to a higher response rate from the transport users group who had not been consulted previously on schemes of this type.
- 3.16 Of these responses over 60% were supportive of every aspect of the scheme, rising to 80% for certain important features of the proposals.
- 3.17 Details of the full consultation report will be provided to the Chief Officer (Highways and Transportation) when the proposals for the further development of the scheme are considered. There will be further consultation with Ward Members and frontages as the detailed design proposals are finalised.

The Leeds Core Cycle Network Garforth – Leeds City Centre (Route 12)

- 3.18 The Leeds Core Cycle Network Garforth – Leeds City Centre (Route 12), covers over eight miles, utilising existing on and off road facilities, providing additional facilities (filling in the gaps) to establish a continuous route.
- 3.19 This scheme utilised the new consultation methods, and the consultation leaflet (Appendix D) was sent to over 7,000 households along the route. In-house enumerators were used to deliver the consultation ensuring as far as possible accurate delivery.
- 3.20 Posters and consultation leaflets were sent to libraries, community centres and other community groups. A report was sent to all the Community Forums along the route alignment. Information was also posted on Talking Point.
- 3.21 Information was also posted on the “Colton On-line” website. All consultation and Leeds City Council responses have been analysed and collated and are available as a background paper.
- 3.22 Representatives of The National Federation of the Blind (Leeds Branch), Independent Disability Council, Leeds City Council Disability Hub and Access Committee for Leeds were all consulted directly. Previously schemes of this type had only consulted with Ward Members, frontages, identified community groups, and the Leeds Cycle Action Group.
- 3.23 Again this had led to a far higher level of engagement with the community than previously accomplished; the web-site has had over 800 hits. While the response rate was low in proportion to the volume of contact it was far higher than previous consultations on similar schemes, particularly as no part of the route alignment could be described as contentious. It was 10 times greater than that received on comparable consultations on previous cycle routes.

3.24 The comments concerned a range of issues varying from minor route alignment issues, which have been able to be accommodated, or respondents who did not understand the precise alignment to queries about the cost of the scheme.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The checklist has been developed in an iterative fashion ensuring each of the sections within the service are fully briefed and engaged with the new arrangements.

4.1.2 The procedure has been shared with the Equalities Manager, the Corporate Consultation Manager, and the Corporate Communications Manager who have responded favourably to the revised consultation arrangements.

4.1.3 The Scrutiny Board were informed at their 20 October 2011 that the review was underway and this report responds to their request for further feedback.

4.2 Equality and Diversity / Cohesion and Integration.

4.2.1 The process has been developed to be fully compliant with the requirements of the Equalities Act and the Council's best practice advice and guidance with input from the Service's equalities advisor.

4.2.2 A screening review has been completed and is available as a background paper for this Report. The screening acknowledged that all Highways and Transportation service schemes seek to maintain and where feasible improve conditions for pedestrians and road users, especially those with the mobility issues, carers (supporting wheelchairs and pushchair users) young and older people and disabled people. The detailed consultation outlined in the attached checklist is intended to be as comprehensive as possible.

4.2.3 The screening also identifies the difficulties in reaching certain hard to reach groups, and anticipates the development corporately within the Council of a comprehensive listing of all potentially interested groups in Leeds.

4.3 Council policies and City Priorities

4.3.1 By seeking to apply a thorough , comprehensive, and appropriate level of consultation to each scheme, the process reflects the Corporate Priorities expressed in the Council Business Plan:

- Providing clear, accountable civic leadership (...) to produce better outcomes for people in Leeds
- Commissioning and delivering quality and value for money public services; as well as:
- The Core Values of treating people fairly and spending money wisely

4.4 Resources and value for money

4.4.2 The report has no specific resources implications. The conduct of the revised consultation is being delivered within existing resources within a process aimed at ensuring engagement is conducted as efficiently and comprehensively as practical.

4.4.3 The processes described within this report emphasise the need for an appropriate level of consultation for each scheme in assisting the final design and definition of the proposals.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The report has no specific legal implications. However on schemes involving Traffic Regulation Orders (TRO) the Council is legally obliged to consult those affected, and if the pre-TRO consultation is comprehensive and inclusive, then it can make the TRO process more straightforward and robust.

4.6 Risk Management

4.6.1 The process detailed within the report seeks to minimise risks arising from the consultation process by making them as comprehensive and inclusive as possible, proportionate to the scale and purpose of the proposals being developed.

5 Conclusions

5.1 The revised consultation processes are designed to address the issues encountered previously by the service by developing a comprehensive checklist approach and new more varied approaches to communications to assist scheme developers reach and engage with local people and road users likely to be affected by scheme proposals.

5.2 As a result of the consultation review a number of new consultation tools have been developed, which particularly for larger schemes, will enable better promotion and awareness of the proposals. A commonsense approach remains paramount for all scheme promoters to ensure consultations are fit for purpose. This aligned with a more rigorous approach is intended to improve the quality and feedback from the process.

5.3 The revised arrangements are now being tested as the examples in the report evidence. The early signs are that it is reaching more people. However, the level of individual and group responses will remain very much susceptible to the scheme concerned and the sensitivities and issues raised with local people. The process will be continue to be developed from experience and feedback.

6 Recommendations

6.1 The Scrutiny Board (Sustainable Economy and Culture) is requested to note and comment on the Report.

7 Background documents¹

- 7.1 Collated consultation feedback and responses on Leeds Core Cycle Network Garforth – Leeds City Centre (Route 12).
- 7.2 Equality and Diversity / Cohesion and Integration Screening Review on the H&T consultation process.

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

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Consultation for Highways & Transportation schemes

As the Highway Authority the council has a duty to maintain and ensure public safety on the highway and beyond. This involves maintaining and improving the highway infrastructure. To ensure the duty is discharged satisfactorily, any individual, business or groups affected by planned changes needs to be fully aware of any proposal.

All engagement / consultation exercises for promoting Highways & Transportation (H&T) schemes need to be agreed with the budget holder at inception meetings.

The level of consultation will vary from scheme to scheme, i.e. depending on how significant the change is likely to be, the number of people that are likely to be affected, the likely sensitivity of the change etc. The level of consultation needs to be proportionate in terms of meeting the scheme objectives by balancing local needs and achieving corporate objectives in the most cost effective way. The approach will be agreed with the budget holder at the inception meeting. It is also important to record as evidence all communications, including emails, letters, telephone logs, photos, minutes, file notes etc.

The majority of Maintenance schemes will continue to use the existing 'light –touch' process.

Corporately, the city council uses the “Delivering Successful Change” (DSC), project management process when delivering major schemes. *Section 6* of this document, *Communication Management & Stakeholder Engagement*, should be followed when delivering major or complex highway schemes.

Is the DSC process required? **YES** **NO**

Consultation for Highways & Transportation schemes

The consultation process can be split into 4 fundamental stages, as shown below. The budget holder needs to confirm the extents of consultation required for individual projects.

Stage 1 – Internal Scheme Development Consultation List (Technical)

Consultee	Required Y/N	Comment	Date Sent	Response Date
Abnormal Loads Officer				
Access & Mobility Officer				
Cycling Team				
Environment Team (inc Screening)				
Flood Risk Management				
Geotechnical				
Highway Design & Construction				
Influencing Travel Behaviour				
Maintenance Asset Management				
Maintenance Design				
Network Management				
New Generation Transport				
Parking Services				
Refuse Collection				
Road Casualty Reduction				
Site Development (inc LEDA)				
Street Lighting				
Structures				
Traffic Management				
Transport Development Services				
Urban Traffic Management Control				
Other				

Stage 2 – External Scheme Development Consultation List (Key Stakeholders)

Consultee	Required Y/N	Comment	Date Sent	Response Date
WY Police				
WY Fire & Rescue Service				
WY Ambulance Service				
Metro / Bus Operators				
Elected Members - Affected Ward(s)				
Elected Members - Other Wards				
Town & Parish Councillors				
Member of Parliament				
Equality Hubs (8 Groups)				
Other				

Stage 3 – Public Engagement Consultation List

A plan showing the catchment area of the required consultation needs to be agreed with the budget holder. If it is felt prudent to contact local community groups in an area, then it is important to obtain a list of registered groups from the Locality Manager and through any other means.

Consultation for Highways & Transportation schemes

Consultee	Required Y/N	Comment	Date Sent	Response Date
Locality Managers				
Community groups				
Residents – within an agreed area				
Businesses – within an agreed area				
Wider public				
Other				

There are various methods of consultation, which again need to be agreed with the client at the inception meetings. Once the methods of the consultation approach have been agreed, it is the responsibility of the project team to produce evidence that the methods agreed have actually been actioned and records kept, including emails, letters, telephone logs, photos, minutes, file notes etc.

Methods of Consultation

Consultee	Required Y/N	Comment	Date Sent	Response Date
Letter & plans to occupiers (hand delivered)				
Letter, plans & questionnaires to occupiers(hand delivered)				
Spray paint proposals on the ground (e.g. traffic calming)				
Use of a road sign to promote scheme wider user				
Use of a smaller pedestrian notices on street				
Legal notices				
Press release				
Leaflets distributed on buses				
Leaflets distributed on-street (passing public)				
Website promotion (actual website)				
Website – Talking Point feature				
Plans displayed in communal area (un-manned exhibition)				
Exhibition (manned)				
Public meeting				
Other				

The above is not exhaustive, however, a **common sense** and cost effective approach should be agreed in the interest of delivering a high quality service to the council tax payer.

Stage 4 – Review Feedback, Report Back Findings & Recommendations

The results of the public engagement exercise must be analysed. Consideration must be given to making reasonable adjustments to the scheme, serving local aspirations without jeopardising the scheme's objectives. The final details must be agreed with the client before finalising and reporting.

Once agreed, the findings and any recommendations should be reported back to the consultees using methods which are considered reasonable by the budget holder and implementation team.

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Roundhay Road Highway Improvements Have Your Say

Leeds City Council is proposing to make changes to Roundhay Road between Gledhow Road and Harehills Road to improve road safety, assist public transport, cyclists and pedestrians, and support local needs to improve safety for all road users.

Draft scheme proposals to make these improvements have now been developed and the City Council wants to know the views of local people and those who use Roundhay Road.

Please take the time to read this leaflet and fill in the questionnaire. The questionnaire can be returned to our Freepost address – no stamp is required.

You can also see our proposals on the Council's website: www.leeds.gov.uk/roundhayrd where you can fill in the questionnaire on-line. If you do not have a computer at home you can use one free of charge in any public library in Leeds.



The current situation

Studies have identified a larger than expected number of accidents involving pedestrians. Cyclists and vehicles occurred on Roundhay Road compared to similar roads elsewhere in Leeds. Several of these occurred at or near the Shepherd's Lane Junction. Metro and the bus operators have identified Roundhay Road as a major source of delay for buses in the busy afternoon period.

What is being proposed?

Inside this leaflet you will find a plan showing our draft proposals, which include test proposals at the Shepherd's Lane junction and measures to assist pedestrians, a joint pedestrian/cycle crossing and a bus and cycle lane to operate during the busy afternoon period, with restrictions to other traffic at these times.

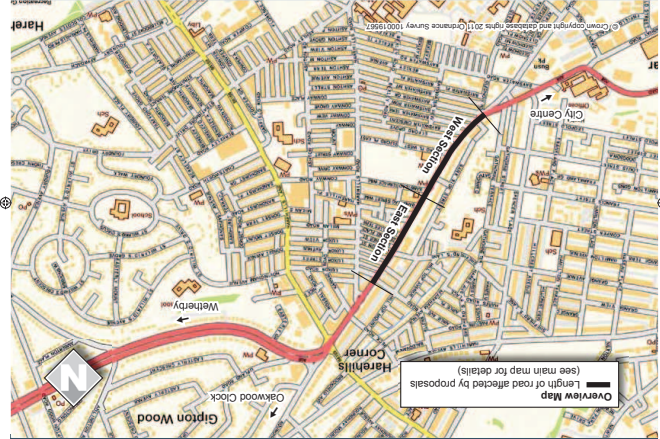
Have your say

Please take the time to read this leaflet and fill in the questionnaire, which can be returned to our Freepost address. Alternatively you can look at the proposals on the City Council's website and submit your questionnaire on-line. Whichever method you use please respond by 18th November 2011.

If you want to discuss the draft proposals, staff will be available at The Compton Centre (Harehills Lane) on 2nd November between 11am - 2pm and 5pm - 7pm.

This leaflet can also be made available in large print, Braille, on audio tape and on computer disk. Please call (0113) 2478707 or e-mail Travelwise@leeds.gov.uk for assistance.

If you need this information in another language please call (0113) 2478707 or e-mail Travelwise@leeds.gov.uk



Leeds City Council
FREPOST LS315
LEEDS
LS2 3YJ

TP/RR

8. If the proposals were built would they affect the way you use Roundhay Road? Would you:

	More often	Less often	No change
Cycle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use buses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. If you think the proposals would adversely affect you, your home, your family or your business / organisation please describe here:

10. What is your postcode?

11. How did you hear about this consultation? (Tick all that apply)

Leaflet to my home / workplace	<input type="checkbox"/>	Leaflet handed to me while walking	<input type="checkbox"/>	Leaflet handed to me while in my vehicle	<input type="checkbox"/>
Leaflet handed to me on a bus	<input type="checkbox"/>	Road-side sign or poster in shop	<input type="checkbox"/>	Other (please state)	<input type="text"/>

Thank you for completing this questionnaire. If you wish you can expand on any of your responses in the space below or add an extra sheet.

Please fold displaying the Freepost address or you can put the questionnaire in your own envelope. Please return it by 18th November 2011.

GUMMED STRIP - PLEASE FOLD AND SEAL

5. How often do you travel along Roundhay Road?

Less than once a week (or never)	<input type="checkbox"/>
1-2 days a week	<input type="checkbox"/>
3-5 days a week	<input type="checkbox"/>
6-7 days a week	<input type="checkbox"/>

6. What do you think of the following issues on Roundhay Road?

By foot	<input type="checkbox"/>	Major problem	<input type="checkbox"/>	Sight problem	<input type="checkbox"/>	No problem	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
By bicycle	<input type="checkbox"/>	Traffic congestion	<input type="checkbox"/>	Delays to bus services	<input type="checkbox"/>	Conditions for pedestrians	<input type="checkbox"/>	Conditions for cyclists	<input type="checkbox"/>
By private motor vehicle	<input type="checkbox"/>	Parking	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

7. What do you think of the main features of our proposals?

A bus lane*	<input type="checkbox"/>	Support	<input type="checkbox"/>	Neutral / don't know	<input type="checkbox"/>	Not support	<input type="checkbox"/>
Traffic lights at the Shepherd's Lane junction**	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
Joint pedestrian / cycle crossing facilities near Bannisdale Terrace West	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

* This would only be in operation during the busy afternoon / evening period. No restrictions at other times.
 ** This would restrict parking around the junction and some turns from nearby side streets.

GUMMED STRIP - PLEASE FOLD AND SEAL

OPTIONAL: If you would like to be kept informed about this project please fill in your details for your preferred method of contact. If you do not wish to give your personal details we will still take your views into account. All personal information will be used in accordance with the Data Protection Act.

Name: _____
 Business/organisation name (if relevant): _____
 Address: _____
 Email: _____

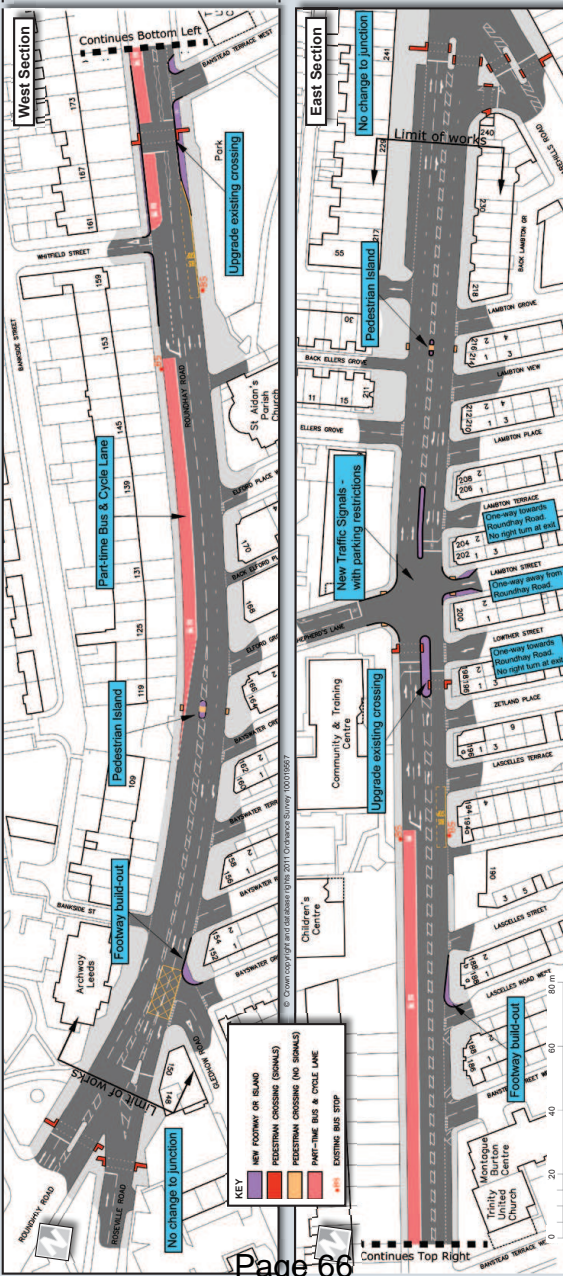
Questions 1 to 4 are also optional, but answering them helps us to see if our consultation has reached a cross-section of the community.

1. Are you: Male Female
 16 or under 17-29 30-59 60 or over

2. To which of these ethnic groups do you consider yourself to belong?
 White Black or Black British Asian or Asian British Mixed race Other ethnic group (please specify) _____

3. How many cars or vans are there in your household?
 0 1 2 or more

4. Do you have a disability or illness that affects the way you travel?
 Yes No



Highway Proposals

in this area

HAVE YOUR SAY

leeds.gov.uk/RoundhayRd

0113 222 4407




Scheme Ref. roundhay road	
Sign Ref. 1	x-height 40.0
Letter colour BLACK	SIGN FACE
Background WHITE	Width 1075mm
Border BLACK	Height 660mm
Material Class RA2 (12899-1:2007)	Area 0.71sq.m

This drawing is the property of Leeds City Council. It must only be used for the purpose for which it was originally supplied. It must not be copied, published or transmitted by any means to any third party, without the express permission of the originator. Modification or manipulation of all or part of this drawing is strictly forbidden unless specifically requested or approved by the originator.

ROUNDHAY ROAD
 HIGHWAY IMPROVEMENTS

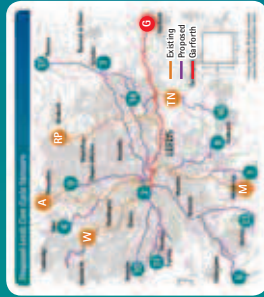
 TEMPORARY
 CONSULTATION SIGN

FIRST APPROVED		JC	DATE	
AMENDMENTS		DRAWN	CHECK	DATE
DRAWN BY	SCALE	 HIGHWAYS AND TRANSPORTATION DRAWING/PLAN No. HDC/716158/SIGN DATE: September 2011		
JC 9/11	N.T.S			
AutoCAD BY	ORIGINAL SHEET SIZE A4			
JC 9/11	CHECKED BY			

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CLOSING DATE FOR CONSULTATION IS 16 JANUARY 2012

Leeds Core Cycle Network Route



- Reducing Congestion
- Reducing Emissions
- Improving Health
- Increasing Accessibility

If you would like to make comments about the proposals for the Garforth to City Centre Route or would like to see further details please contact us in any of the following ways:

Email: mark.x.robinson@leeds.gov.uk

Tel: Mark Robinson on 0113 3951470

Write to: Mark Robinson
Transport Strategy Group
The Leonardo Building
2 Rossington Street
Leeds LS2 8HD

Details of cycle routes in Leeds, cycle training, journey planning and other matters relating to cycling can be found at www.leeds.gov.uk then clicking on 'Transport and Streets' then 'Walking and Cycling'.

This leaflet can be made available in Large Print, Braille, on audio tape and on computer disk. Please contact Mark Robinson as above for assistance.

Please also use the above details if you need this leaflet in another language.



Leeds Core Cycle Network



Public Consultation

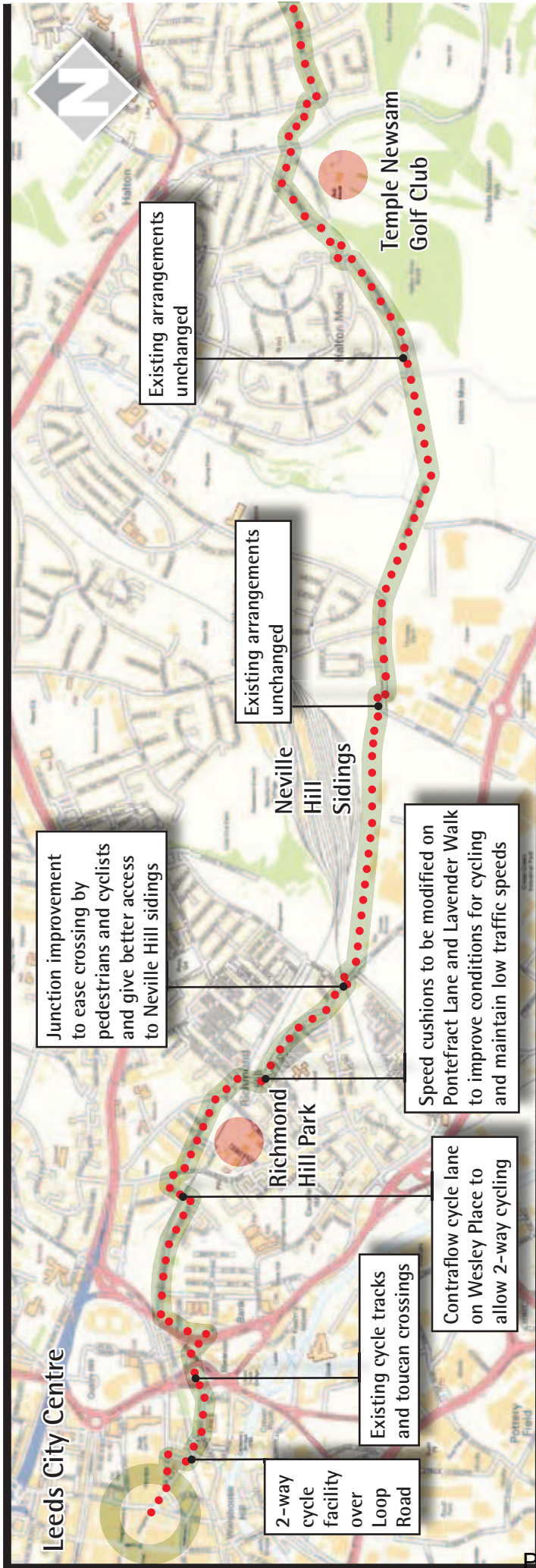
The Garforth to City Centre Cycle Route forms part of the Leeds Core Cycle Network. The LCCN is a network of 17 routes designed to help encourage cycling to work, to school and for leisure purposes.

The route will be signed and use a combination of cycle lanes, tracks, quiet roads and junction improvements to provide a continuous route between Garforth, Colton, Halton, Richmond Hill and the City Centre suitable for use by novice and regular cyclists.

Works will be funded as part of Leeds City Council's successful Local Sustainable Transport Fund Bid.

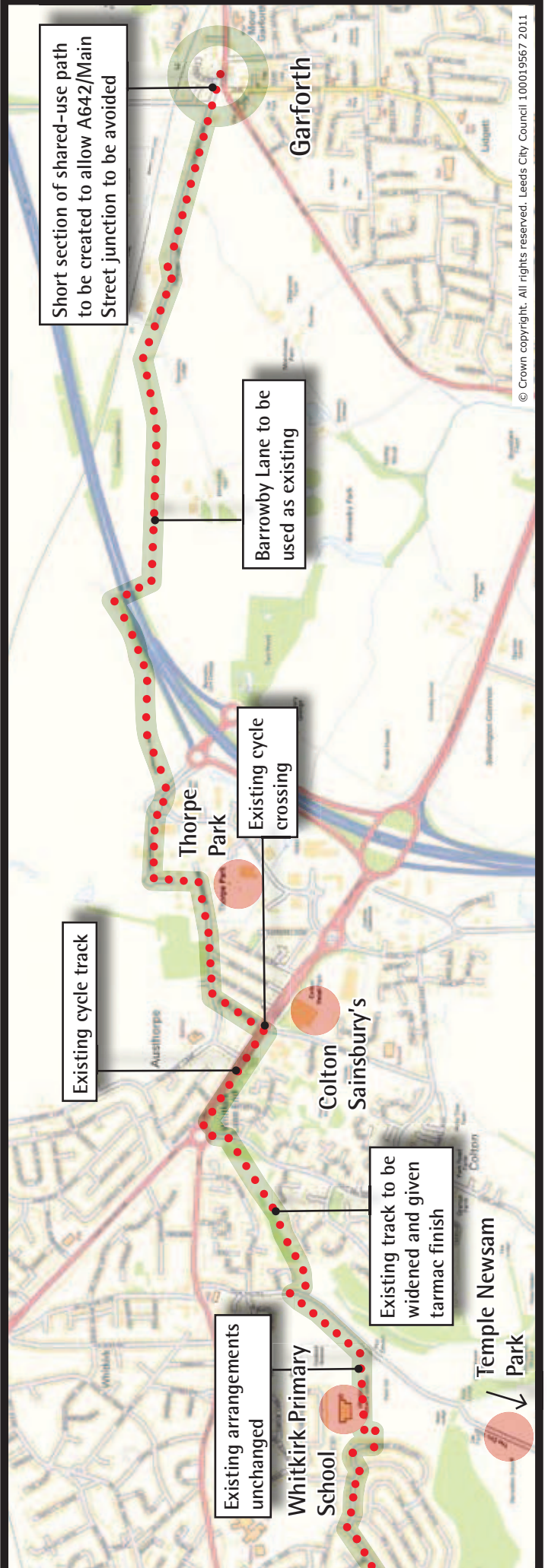
Detailed drawings of proposals are available at www.leeds.gov.uk/garforthcycle or by contacting Mark Robinson (details on the back). Drawings can also be made available to inspect at The Leonardo Building by prior arrangement.

December 2011



Western (city centre) section

Eastern (Garforth) section





Report author: Peter Davis

Tel: 0113 39 51525

Report of Flood Risk Manager

Report to Scrutiny Board – Sustainable Economy and Culture

Date: 22nd March 2012

Subject: Flood Risk Management – an Update

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 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 type="checkbox"/> No

Summary of main issues

1. This Report provides an update on Flood Risk Management (FRM).
2. It includes information on the Flood & Water Management Act 2010 (F&WM Act).
3. Attached is the final version of the Preliminary Flood Risk Assessment (PFRA).
4. Outlines the various Agencies involved in flooding issues.

Recommendations

5. That the Board note the information provided and then decide the level of scrutiny required for 2012/13.

1 Purpose of this report

- 1.1 The Report attempts to provide background to the work on addressing flooding issues, particularly since the F&WM Act.
- 1.2 This information will allow the Board to decide on the level of scrutiny required regarding such issues.

2 Background information

- 2.1 Leeds has suffered from a series of floods over the last 12 years, which have caused substantial damage and hardship to communities across the District.
- 2.2 Following a series of serious floods around 2005 the Council decided that flooding was an issue that should be taken seriously and additional resources were provided to Land Drainage, which was to become FRM, and to Cleansing for increased levels of gulley emptying and street sweeping.
- 2.3 Around the time that this was being implemented there were major floods across the country, during the summer of 2007. The results of this were devastating in many communities and the Government set up the Pitt Review into flooding. This came up with 93 recommendations, which led to the F&WM Act.
- 2.4 Furthermore European Legislation was introduced under the Flood Regulations 2009, which required local authorities to prepare a PFRA.

3 Main issues

- 3.1 FRM have been in existence for just over 2 years, when they replaced Land Drainage. Their duties include: -
 - Watercourse Maintenance for Council owned watercourses.
 - Clearance of Hot Spots, locations where grilles blocking will lead to high flood risk.
 - Watercourse Inspections for key watercourses across the District.
 - Surveys of drainage systems and culverted watercourses.
 - Investigate flood issues and try to address them.
 - Records of works and GIS.
 - Planning Application Consultations – assessing proposals for drainage related to developments, ensuring that flood risk is considered and where possible reduced
 - Considering applications for culverting of watercourses under the Public Health Act.

- Advise to other departments on the implications of their proposals for flood risk.
- Flood alleviation schemes utilising Grants.
- Property level protection schemes.
- Prepare strategies and flood risk assessments.
- Manage the Council Pumping Stations and Water Features.

3.2 Additional duties under the F&WM Act: -

3.3 The PFRA was produced last year and is available to the public. This provides base information about flooding in Leeds District and examines the risk of the impact from major floods. It is available as a background document.

3.4 The Council is now the Lead Local Flood Authority (LLFA) – with the lead regarding surface water & groundwater flooding, as well as ordinary watercourses. Additional duties include:

- Develop a Local Strategy for Flood Risk Management.
- Investigate local flood issues – publishing those for key floods.
- Maintain a register of structures and features that have an impact on flood risk.
- Designate third party assets – that are key to flood risk management.
- Approval of works on Ordinary Watercourses – previously an EA role.
- Set up Scrutiny of the way **all** Agencies are dealing with flood risk issues.

3.5 Roles of the Flood Risk Management Agencies:

- The Environment Agency (EA) – provides an overall control of flood risk, with a lead regarding Main Rivers and managing Grants for flood alleviation schemes. They have prepared a National Flood Risk Strategy, which has been adopted by Government. Locally the works of the EA in flood risk management are directed by the Yorkshire Regional Flood & Coastal Committee – Leeds City Council's representative on this committee is currently Cllr Liz Nash.
- Yorkshire Water – are responsible for flooding from their sewer network.
- Highways – the draining of the highway network and issues with their systems.
- Highways Agency – The draining of motorways and issues with their systems.

- Internal Drainage Board – the maintenance of nominated watercourses within their boundary and any flood alleviation systems, such as pumping stations. Within Leeds District there is only one IDB and that is Ainsty IDB, which covers small areas in the north east of the District – around Wetherby and Thorp Arch.
- The LLFA – for Leeds CC that is FRM – see duties above. FRM also continues to carryout it ongoing roles that include commenting on Planning Application, maintenance of Council watercourses & flood hot spots, inspection of watercourse and implementation of flood alleviation schemes.

Now, more than ever before, the above organisations need to work in partnership to address the flood issues we all face. Therefore a number of working groups have been set up to move various issues forward and to ensure the partnership arrangements are robust, these include:

- The West Yorkshire Flood Risk Partnership – that looks at a strategy for all 5 of the districts in West Yorkshire and includes representatives from the Environment Agency; Yorkshire Water and the Regional Flood & Coastal Committee
- Leeds Planning & Flood Forum – that examines how planning and flood risk work and brings together Leeds officers from Planning, Development Control, Emergency Planning and Flood Risk Management, together with representatives from the EA & YW.
- Leeds Flood Technical Forum – where detailed flood issues are discussed between representative from Flood Risk Management, Highways, YW and the EA.
- West Yorkshire Land Drainage Officers – a forum where the various officers meet to discuss where land drainage and flood risk are going - this is attended by representatives from the surrounding authorities, YW & the EA.
- Yorkshire & Humber Learning & Action Alliance – a loose grouping of various interested parties involved in Flood Risk Management, where knowledge can be exchanged and working groups are set up to attack new issues that arise.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This report is part of a series of consultations and engagements with a number of bodies and the public on how Leeds CC should approach the risk of flooding we face.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An Equality, Diversity, Cohesion & Integration Screening exercise has been undertaken (please see background papers). No positive or negative impacts

were identified, and the screening determined that a formal Equality Impact Assessment was not required at this time

4.3 Council policies and City Priorities

4.3.1 The approach to flood risk management is in keeping with Council Policies and City Priorities, to reduce the risk of flooding to various communities, industrial premises and the environment.

4.4 Resources and value for money

4.4.1 There are resources issues to the Council in ensuring that flood risk management is dealt with properly but it will provide value for money by reducing the risk/impact of flooding.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are implications for the Council in these matters and this proposes that they are scrutinised.

4.6 Risk Management

4.6.1 There are risks to the public from flooding and also risk to the Council from how we deal with these issues, this report suggests that the committee scrutinises how we are dealing with such issues.

5 Conclusions

5.1 It is important that all the flood risk agencies work in partnership in order to address the serious impacts that can result from flooding.

6 Recommendations

6.1 That this Scrutiny Board carry out an assessment of the workings of the various Agencies and if necessary hold hearings with them present.

7 Background documents¹

7.1 Preliminary Flood Risk Assessment for Leeds City Council

7.2 Flood & Water Management Act 2010

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

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 22nd March 2012

Subject: Work Schedule

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

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 7th March 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

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

		Schedule of meetings/visits during 2011/12		
Area of review		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)		Consider potential areas of review		
Bowling Pitch Strategy				
Budget & Policy Framework Plans				
Recommendation Tracking				
Performance Monitoring				

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

Schedule of meetings/visits during 2011/12			
Area of review	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)			
Bowling Pitch Strategy			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring			

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			
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		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	Update report – Delivery Plan 2011/12 and wider performance information on CO2 reduction of contractors. Evidence Gathering - Session 3 (Scrutiny report July 2012)	
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	To consider draft final report	
The City's cultural development (<i>Inquiry into the engagement of young people in culture, sporting and recreational activities</i>)	Quarterly update requested at Scrutiny Board October 2011. Simon Criddle lead officer	
Budget Update		
Board initiated piece of Scrutiny work (if applicable)		
Budget & Policy Framework Plans <i>Bowling pitch strategy</i>		
Recommendation Tracking		
Performance Monitoring		

EXECUTIVE BOARD

WEDNESDAY, 7TH MARCH, 2012

PRESENT: Councillor K Wakefield in the Chair

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

205 Exempt Information - Possible Exclusion of the Press and Public

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

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

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

206 Late Items

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

207 Declaration of Interests

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

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

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

208 Minutes

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

LEISURE

209 Apprenticeships in Parks and Countryside

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

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

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

ADULT HEALTH AND SOCIAL CARE

210 Telecare Equipment for the Leeds Telecare Service 2012/2013

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

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

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

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

DEVELOPMENT AND THE ECONOMY

211 Enterprise Zone Update

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

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

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

RESOLVED –

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

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

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

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

RESOLVED –

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

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

213 Camera Enforcement of Bus Lanes - Phase 2

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

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

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

RESOLVED –

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

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

214 Eastgate Quarter - Amendment to Legal Documentation and Commercial Deal

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

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

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

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

RESOLVED -

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

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

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

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

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

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

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

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

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

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

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

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

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

RESOLVED –

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

ENVIRONMENTAL SERVICES

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

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

RESOLVED –

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

NEIGHBOURHOODS, HOUSING AND REGENERATION

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

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

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

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

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

RESOLVED -

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

218 Reducing Reported Domestic Burglary in Leeds - Update

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

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

RESOLVED -

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

219 Report on Leeds Anti-Social Behaviour Team

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

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

RESOLVED -

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

RESOURCES AND CORPORATE FUNCTIONS

220 Financial Health Monitoring 2011/2012 - Month 10

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

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

RESOLVED –

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

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

(A) Assets of Community Value - Legislation and Implications

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

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

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

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

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

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

RESOLVED -

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

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

(B) Community Asset Transfer

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

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

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

(C) Community Right to Challenge

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

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

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

222 Local Authority Mortgage Scheme

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

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

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

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

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

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

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

RESOLVED -

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

CHILDREN'S SERVICES

223 Looked After Children (LAC) Report

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

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

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

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

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

RESOLVED -

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

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

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

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

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

RESOLVED -

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

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

225 Impact of Tuition Fee Rises for Leeds

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

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

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

RESOLVED -

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

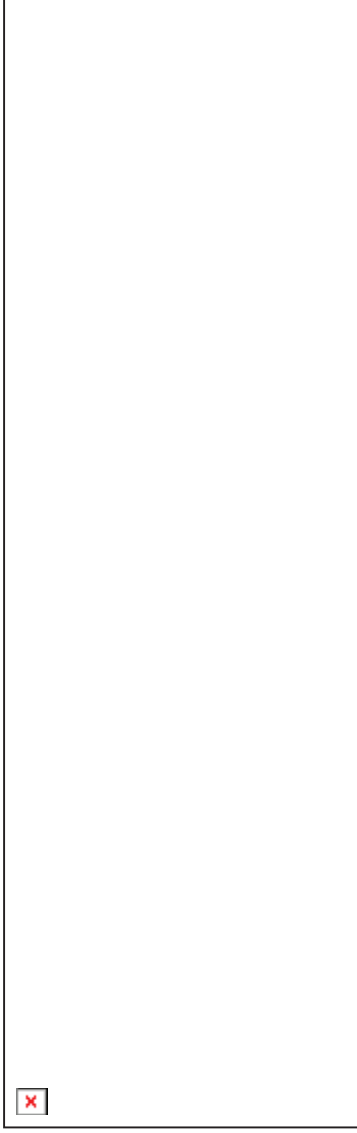
Draft minutes to be approved at the meeting
to be held on Wednesday, 11th April, 2012

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

DATE OF PUBLICATION: 9TH MARCH 2012

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

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



FORWARD PLAN OF KEY DECISIONS

Relating to Scrutiny Board (Sustainable Economy and Culture)

1 March 2012 – 30 June 2012

What is the Forward Plan?

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

What is a Key Decision?

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

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

What does the Forward Plan tell me?

The Plan gives information about:

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

Who takes key decisions?

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

Who can I contact?

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

How do I make contact?

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

Leeds City Council - Telephone: 0113 2474357

How do I get copies of agenda papers?

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

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

Telephone: 0113 2474350

Fax: 0113 3951599

Email: cxd.councilandexec@leeds.gov.uk

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

Where can I see a copy of the Forward Plan?

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

2011/12

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

About this publication

For enquiries about the Forward Plan of Key Decisions please:

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

(Bengali):-

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

(Chinese):-

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

(Hindi):-

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद की जरूरत है, तो कृपया 0113 224 3462 पर फ़ोन करें और अपनी भाषा का नाम बताएं। तब हम आपको हेल्लड 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 ਕਹਾਂਗੇ, ਜਦ ਤਕ ਅਸੀਂ ਦੁਭਾਸ਼ੀਏ (Interpreter) ਨਾਲ ਸੰਪਰਕ ਬਣਵਾਂਗੇ।

(Urdu):-

آگر 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 منتقل کر کے دیکھنے کیلئے کہیں گے اور خود بخود بیان (انٹریڈ) سے رابطہ کریں گے۔

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 March 2012 to 30 June 2012

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
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Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Proposal to allow hackney carriages (taxis) to use bus lanes</p> <p>1) Authorise development and preparation of proposals to allow the use of all city bus lanes by hackney carriages (taxis).2) Request the City Solicitor to advertise Traffic Regulation Orders for the change of use of bus lanes and, if no valid objections are received, to make, seal and implement the Order(s) as advertised. 3) Progress the detailed design and specification of signing and lining changes required to support the Traffic Regulation Orders.</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/3/12</p>	<p>Highways Board circulation, Stakeholder and Statutory consultation associated with TRO's</p>	<p>Report to the Chief Officer Highways and Transportation</p>	<p>Councillor Barry Anderson andrew.hall@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>Design and Cost Report - 2012/13 Highway Structures Capital Programme. Capital Scheme Number: 99508 Authority for the design and implementation of a programme of Highway Structures Capital Maintenance works comprising maintenance. Assessment and strengthening works for 2012/13</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/3/12</p>	<p>Internal. Members</p>	<p>Design and cost report</p>	<p>carolyn.walton@leeds.gov.uk</p>
<p>Highway Structures Capital Maintenance 2012/13 Authority for the design and implementation of an additional £500,000 of Highway Structures Capital Maintenance and Strengthening works for the 2011/12 financial year, funded from the Integrated Transport Scheme No. 99609 within the approved Capital Programme</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/3/12</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</p> <p>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>1/3/12</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>Highway Maintenance Capital Programme 2012-13</p> <p>To approve the Highway Maintenance Capital Programme 2012-13</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/3/12</p>	<p>Councillors will be informed of work to be done in their ward on this programme</p>	<p>Report to Chief Officer Highways and Transportation</p>	<p>andrew.bellamy@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>Framework Agreement for the Procuring of fixed play ground equipment including MUGAs, teen shelters and skateboard BMX equipment</p> <p>Awarding of the Framework Contract for the supply and installation of playground equipment for a period of 3 years from the 1st March 2012 with the option to extend for a further 2 years if so required.</p>	<p>Director of City Development</p>	<p>1/3/12</p>	<p>Parks and Countryside, Procurement Unit.</p>	<p>Tender Returns</p>	<p>Martin Farrington, Director of City Development martin.wright@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Annual Pedestrian Crossing Review 2012 Chief Officer of Highways and Transportation to approve the proposals made in the report as the basis for the 2012/13 programme for introducing new pedestrian crossings	Director of City Development	1/3/12	Local members are advised of the progress made with their requests by the Traffic Section and notified of the final outcome of the review. Once approved each individual scheme is then taken forward for a separate delegated decision for detailed design and construction – this includes consultations with ward members and affected frontages	Design and Cost Report - Annual Pedestrian Crossing Review 2012	kasia.speakman@leeds.gov.uk
Local Transport Plan - Highway Maintenance Capital Programme 2012-13 To approve the Local Transport Plan - Highway Maintenance Capital Programme 2012-13	Director of City Development	1/3/12	Councillors will be informed of work to be done in their ward on this programme	Report to the 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>Camera Enforcement of Bus Lanes (BLE)-Phase 2, Leeds City Wide Approval</p> <p>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.</p>	<p>Executive Board (Portfolio: Development and the Economy)</p>	<p>7/3/12</p>	<p>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.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>gary.bartlett@leeds.gov.uk</p>
<p>To approve the allocation of the Three Year Grants for the Arts and Leeds Inspired Grants</p> <p>To approve the allocation of the Three Year Grants for the Arts and Leeds Inspired Grants</p>	<p>Executive Board (Portfolio: Development and the Economy)</p>	<p>7/3/12</p>	<p>Executive Board, Executive Member for Leisure</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>catherine.blanshrd@leeds.gov.uk</p>

NOTES

Key decisions are those executive decisions:

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

Executive Board Portfolios

Executive Member

Resources and Corporate Functions	Councillor Keith Wakefield
Development and the Economy	Councillor Richard Lewis
Environmental Services	Councillor Mark Dobson
Neighbourhoods Housing and Regeneration	Councillor Peter Gruen
Children's Services	Councillor Judith Blake
Leisure	Councillor Adam Oglivie
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	Council		Via Executive Board, Scrutiny	Report to be issued to the decision maker with the agenda	Director of City Development

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

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.