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## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

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Meeting to be held in on  
Thursday, 19th April, 2012 at 10.00 am

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

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### MEMBERSHIP

#### Councillors

M Rafique (Chair) - Chapel Allerton;  
J Akhtar - Hyde Park and Woodhouse;  
D Atkinson - Bramley and Stanningley;  
S Bentley - Weetwood;  
D Cohen - Alwoodley;  
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;

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

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# A G E N D A

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

3

**LATE ITEMS**

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

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

4

**DECLARATIONS OF INTEREST**

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

5

**APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES**

To receive any apologies for absence and notification of substitutes.

6

**MINUTES**

To confirm as a correct record, the minutes of the meeting held on 22<sup>nd</sup> March 2012.

(Copy attached)

1 - 6

7

**SESSION 3 - 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.**

To consider the report of the Director of Development which presents evidence for session 3 as defined by the Scrutiny Board within the inquiry terms of reference.

(Report attached)

7 - 34

8		<p><b>REDUCING CO2 EMISSIONS IN THE LOCAL AUTHORITY ESTATE</b></p> <p>To consider the report of the Report of the Director of City Development regarding the reduction of CO2 emissions in the Local Authority Estate.</p> <p>(Report attached)</p>	35 - 44
9		<p><b>SCRUTINY INQUIRY INTO MAXIMISING POWERS TO PROMOTE, INFLUENCE AND CREATE LOCAL EMPLOYMENT AND TRAINING OPPORTUNITIES</b></p> <p>To consider the report of the Head of Scrutiny and Member Development. Members are asked to consider and agree the Board's report following its inquiry into Maximising Powers to Promote, Influence and Create Local Employment and Training Opportunities.</p> <p>(Cover Report attached - Inquiry Report to Follow)</p>	45 - 46
10		<p><b>SCRUTINY INQUIRY INTO THE ENGAGEMENT OF YOUNG PEOPLE IN CULTURE, SPORTING AND RECREATIONAL ACTIVITIES.</b></p> <p>To consider the report of the Head of Scrutiny and Member Development. Members are asked to consider and agree the Board's report following its inquiry into The Engagement of Young People in Culture, Sporting and Recreational Activities.</p> <p>(Cover Report attached - Inquiry Report to Follow)</p>	47 - 48
11		<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To be confirmed for the municipal year 2012/13 after the Annual Meeting on 23<sup>rd</sup> May 2012</p>	

# Agenda Item 6

## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 22ND MARCH, 2012

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

Councillors J Akhtar, S Bentley, C Fox,  
M Lyons, J Matthews, V Morgan,  
P Wadsworth, B Anderson and P Grahame

**63 Late Items**

There were no formal late items of business to consider, however, the Chair agreed to accept supplementary information relating to transport data (Minute 68 refers which had been circulated to Members prior to the meeting

**64 Declarations of Interest**

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

Councillors Lyons and Morgan – 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 – declared a personal interest as local authority appointed members of WYITA (minute 68 refers)

**65 Apologies for Absence and Notification of Substitutes**

Apologies for absence were received from Councillors Cohen and G Hyde. The Board welcomed Councillors Anderson and P Grahame respectively as substitute members. Apologies were also received from Councillor D Atkinson.

**66 Minutes**

**RESOLVED** – That the minutes of the previous meeting held 23 February 2012 be agreed as a correct record

**67 Quarter 3 Performance Report**

The Assistant Chief Executive (Customer Access and Performance) submitted a summary of the Quarter 3 performance data relevant to this Board which highlighted budget, transport and planning performance as key issues having regard to the Council's Business Plan and City Priorities. The report outlined seven priorities for consideration.

Councillor R Lewis, Executive Member, Development and the Economy, Councillor A Ogilvie, Executive Member, Leisure, Neil Evans, Director of Environment and Neighbourhoods and Paul Maney, Head of Strategic Planning, Policy and Performance attended the meeting. Apologies were received from Martin Farrington, Director of Development.

Mr Maney gave a brief resume of the current performance levels pertaining to his service area. This was followed by a brief resume from Mr Evans in terms of his service areas.

In brief summary, the main areas of discussion were:

- Clarification of the 'amber' classification and confirmation that this was used when there was sufficient evidence to show progress towards a 'green' classification.
- The usefulness of the current indicator to measure improved journey times and the reliability of public transport across the whole of the city. It was acknowledged that the current indicator was temporary and that Council officers were working with metro to develop a more meaningful measure.
- The need to continue to have constructive dialogue and collaborative working with bus companies, to ensure that they play their part in improving public transport.
- Fare banding and how this disadvantaged those taking shorter journeys
- Whether Section 106 monies could be used more strategically to help support the transport infrastructure, whilst acknowledging that there were restrictive conditions of some 106 funding.
- The need for the city to 'punch its weight' in terms of self promotion and marketing. The imminent arrival of the new Chief Executive for Marketing Leeds was acknowledged.
- The usefulness of using "the number of enquiries received from businesses seeking to locate in Leeds" as a sole measure of the success of Marketing Leeds and whether other indicators such as the number of visitors would be more illustrative.
- The need for the city to proactively celebrate its sporting and cultural 'offer'.

#### **RESOLVED –**

- a) To note the quarter three performance information and the issues raised
- b) To thank the elected Members and officers present for attending.

#### **68 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**

The Board considered the report of the Director of City Development providing information to the second session of the Board's inquiry into transport challenges and issues in the City.

Members were also in receipt of a supplementary document relating to transport data sent out after the despatch of the agenda for the meeting.

The following officers attended the Inquiry Session:  
Gary Bartlett, Chief Officer, Highways & Transportation

Draft minutes to be approved at the meeting  
to be held on Thursday, 19th April, 2012

Andrew Hall, Acting Head of Transport Policy  
Tim Harvey, Transport Initiatives Manager

The report from the Director of City Development detailed to Board Members the drivers for developing a city centre transport strategy over the next 15 – 20 years, the challenges to be tackled, the objectives for the strategy. Members were also advised of the preliminary conclusions reached in drawing up the strategy. These were:-

- 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.

To further assist Members in their inquiry Mr Hall gave a brief presentation which focused on the timing and programmes for the roll out of the strategy. It was noted that this would be undertaken in three phases between 2012 and 2030.

In response to both the received report and presentation the following areas were discussed:-

- The implications for city centre traffic movements, for example Boar Lane, as a consequence of current building developments, for example Trinity and the Arena.
- The progress or otherwise of Network Rail increasing inward capacity at the city station

- The potential location of a high speed rail station and the location constraints as a result of the required length of platform.
- The acknowledgment that any high speed rail station had to integrate with other transport networks to be successful
- The creation of a Joint Programme Board with Metro, the City Council and Network Rail to facilitate joint working
- The need to ensure that future transport provision responds to new housing developments
- The need to strike the right balance between congestion management and the creation of a car unfriendly city. The acknowledgement that public choice in transport provision should be a driver
- Funding streams
- Park and Ride Strategy. It was noted that this would be discussed in greater detail in the April Board meeting

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

**69 Highways and Transportation scheme consultation process update**

The Board received a report from the Director of City Development updating Members on changes to Highways and Transportation's consultation procedures for Transportation schemes.

The following officers were in attendance:-

Gary Bartlett, Chief Officer, Highways & Transportation

Andrew Hall, Acting Head of Transport Policy

Tim Harvey, Transport Initiatives Manager

Members noted that the revised process was now in operation and would be used for new schemes for the 2012/13 capital programme.

Welcoming the review and the resulting changes in practice, Board Members stressed that it was imperative that local ward Members were always consulted on schemes as this would ensure feedback from communities where participation in public consultation exercises was often low. Similarly Members themselves should endeavour to offer a response to consultation.

A discussion was also held on the interpretation of the phrase 'public consultation'. It was acknowledged that 'consultation' implied a dialogue from which changes to original schemes could be asked for and made, rather than the presentation of a fait accompli, which should be classed as the giving of information.

It was also agreed that where asked for changes could not be accommodated full reasons should be given.

Members asked that further information be provided on the number of schemes that had changed as a result of consultation.

**RESOLVED** –

Draft minutes to be approved at the meeting  
to be held on Thursday, 19th April, 2012



- a) To note the content of the report
- b) That further information is provided on the number of schemes that had changed as a result of consultation.

(Councillors Lyons, Anderson and P Grahame left the meeting at the conclusion of this item)

## **70 Flood Risk Management Update**

The Board received a report from the Council's Flood Risk Manager providing an update on Flood Risk Management.

Mr Peter Davis, Flood Risk Manager was in attendance along with Gary Bartlett, Chief Officer, Highways & Transportation

In summary the main areas of discussion were:-

- The respective roles of the Flood Risk Management Agencies
- The challenges experienced in working collaboratively to address flood issues
- The work undertake to tackle large scale flooding as well as 'local' area flooding

It was agreed that this important issue would remain on the Board's work programme and that a session to include other Flood Risk Management Agencies would be programmed for the 2012/13 municipal year.

### **RESOLVED –**

- a) To note the content of the report
- b) To include a further session on this topic in the 2012/13 municipal year

## **71 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. Copies of the minutes of the Executive Board meetings held 7<sup>th</sup> March 2012 were attached for consideration along with a copy of the Forward Plan covering the period of 1 March to 30 June 2012.

On the advice of the Principal Scrutiny Advisor Members agreed to remove the scheduled discussion on the budget from the April agenda.

**RESOLVED –** To note the contents of the revised Work Programme

## **72 Date and time of next meeting**

**RESOLVED –** To note the date and time of the next meeting as Thursday 19<sup>th</sup> April 2012 at 10:00 am

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**Report of**     **Director of City Development**

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

**Date:**       **19 April 2012**

**Subject:**     **TRANSPORT PLANNING – SESSION 3**

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

### Summary of main issues

1. At 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 third session of the inquiry covering Park and Ride, including:-
  - an overview of functioning park and ride schemes in the City and their effectiveness.
  - an overview of the public consultation that has taken place with regard to functioning sites.
  - an update on the current position, including development work in progress and potential future options, including influences/rationale for site selection.
  - the planned consultation process to be undertaken and timetable.
  - the opportunities and barriers and the outcomes that might be expected from park and ride.
  
3. The Terms of Reference for this Session have included matters concerning future transport demand and forecasting. However, these matters have been substantially covered and discussed in Sessions 1 and 2 of the inquiry.

**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 third 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 1<sup>st</sup> 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 terms 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 1<sup>st</sup> December last this Scrutiny Board agreed a programme of inquiry into transport planning issues. The terms of reference sent in December for this session of inquiry, were to cover:

- Meeting future demand – forecasted growth and development of the City and the capacity of the transport infrastructure as detailed in the Leeds Implementation Plan to cope in the long medium and short term, referring to Census information 2010 if available.
- Park and Ride
  - overview of functioning park and ride schemes in the City and their effectiveness.
  - overview of the public consultation that has taken place with regard to functioning sites.
  - update on the current position, including development work in progress and potential future options, including influences/rationale for site selection.
  - planned consultation process to be undertaken and timetable.
  - the opportunities and barriers and the outcomes that might be expected from park and ride.

- 2.3 However, the report presented for Session 2 included a comprehensive review and presentation of the aspects requested under the first item 'meeting future demand,' and so this is not repeated here in this report. All the key aspects of the transport strategy under scrutiny are in some way interlinked and therefore this report sits in the wider context of the reports considered and discussed for Sessions 1 and 2.

- 2.4 Note that the Census 2010 data has not been available for any further analysis of the transport related issues presented in this series of reports. Once the data is published, which is not expect for several months, it is intention to utilise the information once it has been analysed for the further development of strategies and schemes.

- 2.5 As presented in the previous reports, the context for future transport planning in the city centre is set by the West Yorkshire 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 several transport themes as being of particular interest in terms of future strategy and this included park and ride.

### Overview of Previous Sessions

- 2.6 The Session 1 report provided the initial basis for the Scrutiny Board's further consideration of aspects of transport planning for the city and established the overall basis for forecasting of transport impacts and demand.
- 2.7 The Session 2 report presented the context for the future planning, development and management of transport in the city centre. It presented the concept of a new strategy for the city centre being implemented in phased approach to meet the emerging needs of the city as it develops in the future. It discussed priorities such as major developments and 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. Finally, the report also presented the rationale for forecasting and providing for future year demand resulting from growth in employment to 2026.

## **3 Main issues**

- 3.1 On 18 January 2012, Council requested a report to Executive Board on options for park and ride. This report which is appended is to be considered at the 11 April meeting of Executive Board.
- 3.2 The Executive Board report provides extensive coverage of the matters to be covered in Session 3 of the inquiry. It is therefore presented with this report as the basis for Members' information and further consideration of park and ride.
- 3.3 The key points from the Executive Board report can be summarised as:-
- 3.3.1 Park and ride is supported by local policy and City Region strategy. Since the early development of plans for a rapid transit system, Leeds has adopted the concept of a ring of park and ride sites for intercepting city-bound traffic.
- 3.3.2 Park and ride schemes have significant cost both for construction and operation and the majority require an ongoing subsidy.
- 3.3.3 The key sites in the park and ride strategy have been identified as Stourton, Bodington, Elland Road and within Aire Valley Leeds. Between them, these sites could deliver the required number of park and ride spaces for the strategy.
- 3.3.4 The development of these sites will assist in the further establishment of the case and options for other potential sites previously identified – such as Grimes Dyke to support the proposed East Leeds Extension and at Alwoodley Gates – and guide the future development of the park and ride strategy.

3.3.5 The report to Executive Board has recommended the continued development of the park and ride strategy and proposals currently being progressed including further feasibility work for the Elland Road option.

## **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 and individual park and ride schemes will be supported by a suitable engagement and consultation strategy.

4.1.2 In terms of engagement, it is worth noting that, as a bus park and ride scheme requires a bus service, any consultation will be likely to need preceding by engagement with bus operators to test affordability and viability. There is therefore a need for initial early engagement with ward members to brief them and received their views on the proposals being considered.

4.1.3 As the only extant bus park and ride scheme in Leeds on King Lane was introduced in the 1990's there is little recent local experience of consultation other than that gained during the ongoing development of the NGT proposals. However, it is anticipated that as with all significant transport schemes a structured process of consultation and engagement will be developed, which where relevant would draw on the experience of other authorities with successful such schemes.

### **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 and with respect to park and ride schemes as detailed in the Executive Board report.

### **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

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

4.4.1 This report has no specific resource and value for money implications. The Executive Board report addresses the wider issues concerning park and ride schemes.

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

4.5.1 This report has no specific legal or access to information implications. The details as related to park and ride schemes would be addressed in the course of detailed project development.

#### **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 and these would be applied to the further development of park and ride schemes.

### **5 Conclusions**

5.1 This report has presented information on the role and development of park and ride in the city. It is considered that park and ride has a key role to play in the future development of the transport strategy, especially with regard to managing city centre bound journeys and traffic and taking a holistic approach to parking provision within in the city. The options and strategy are set out in the park and ride strategy report to the April meeting of the Executive Board.

### **6 Recommendations**

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

### **7 Background documents<sup>1</sup>**

7.1 The following background documents relate to this report.

- i) Executive Board Report "Park and Ride Strategy for Leeds," April 2011 and associated EDCI screening.
- ii) Scrutiny Board (Sustainable Economy and Culture), Transport Planning Inquiry Session 1, January 2012
- iii) Scrutiny Board (Sustainable Economy and Culture), Transport Planning Inquiry Session 2, March 2012

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<sup>1</sup> 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.



## APPENDIX

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**Report of Director, City Development**

**Report to Executive Board**

**Date: 11 April 2012**

**Subject: Park and Ride Strategy for Leeds**

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. At their 18 January meeting the Council passed a resolution requesting that a report on options for park and ride be presented to Executive Board.
2. Leeds is key to the economy of the Leeds City Region. An efficient transport system with sufficient capacity is vital to accommodate predicted growth and to make Leeds an attractive place to work, live and visit. It is proposed to help cater for the predicted growth in demand for travel to Leeds city centre by enhancements to the transport network, including additional rail capacity and provision of park and ride for longer distance trips.
3. Park and ride is supported by local policy and City Region strategy. Since the early development of plans for a rapid transit system, Leeds has adopted the concept of a ring of park and ride sites for intercepting city-bound traffic. Sites were identified within the Unitary Development Plan for this purpose, within which the key locations include those that are now included within the NGT scheme being considered by the Department for Transport.
4. Park and ride schemes have significant cost both for construction and operation. Experience around the UK is that each new Greenfield park and ride scheme can cost £5 million to £10 million to build, and the majority require an ongoing subsidy. A robust well developed business case is therefore critical.

5. The key sites in the park and ride strategy have been identified as Stourton, Bodington, Elland Road and within Aire Valley Leeds. Between them, these sites could deliver the required number of park and ride spaces for the strategy.
6. The sites at Stourton and Bodington form an integral part of the NGT package for serving the North West and South East sectors of the city. The option for the early achievement of the site at Elland Road, which would serve the key M62 south west approach to the City, has been identified. This site would support redevelopment aspirations for the South Bank and Holbeck Urban Village and further scheme development is proposed, including the seeking expressions of interest from operators in partnering with the Council and Metro to deliver a service.
7. A second park and ride scheme in the Aire Valley Leeds is a key part of the emerging Enterprise Zone (EZ) transport strategy for the area. This site would have a dual purpose in providing park and ride whilst also 'anchoring' future commercial bus services into the area. A preferred site has been identified adjacent to the East Leeds Link Road and it is proposed to develop further a programme and funding package as part of the development of the Enterprise Zone.
8. The development of these sites will assist in the further establishment of the case and options for other sites previously identified and guide the future development of the park and ride strategy.

## **Recommendations**

9. Executive Board is requested to:-
  - i) Note the contents of this report and the issues which it raises; and
  - ii) Endorse the continued development of the park and ride strategy and proposals currently being progressed including further feasibility work for the Elland Road site towards the selection of a partner for the operation of the service.

## **1 Purpose of this report**

1.1 The purpose of this report is to brief Executive Board on:-

- The continued relevance of park and ride for Leeds, in terms of policy justification;
- The need to maintain park and ride as an integral part of the City's transport strategy; and
- The current opportunities for delivering park and ride.

## **2 Background information**

2.1 This report has been prepared in response to a resolution at the Full Council meeting on 18 January 2012 for a report be submitted to Executive Board on options for delivering park and ride to serve Leeds city centre.

2.2 Leeds has a key role to play in driving the Leeds City Region economy. An efficient and capable transport system is vital to accommodate predicted growth and to make Leeds an attractive place to work, live and visit.

2.3 The transport strategy to accommodate the growth seeks to develop a range of transport options and choices which are aligned towards the nature and distance of journeys. Measures to encourage walking and cycling therefore assist in widening mode choice for shorter trips, whilst bus and NGT offer extra options for middle distance trips originating within the city itself, and rail and park and ride provide for longer distance trips. A park and ride strategy therefore extends the range of options for drivers travelling into the City Centre.

2.4 Park and ride can take several forms and is well established in the UK. It is typically promoted to achieve one or more of the following aims:-

- To maintain or increase the number of trips to key centres, which are desirable for the economy;
- To avoid using valuable and scarce land in key centres for car parking and access roads; and
- To reduce congestion and pollution.

2.5 To support the ongoing development of the strategy and the identification of deliverable schemes, a review has been undertaken of various park and ride schemes around the UK. Appendix A contains a table listing some of the UK schemes. This shows that the majority require an annual subsidy, although there are notable examples which run successfully on a commercial basis. There are a large number of factors which need to be right to deliver a successful commercial park and ride scheme. York has one the most successful park and ride programmes in the UK and they have recently gained Major Scheme approval for two new park and ride sites and associated bus priority, costing on average about £10 million each and providing a total of 1,700 spaces. Many of the examples of

solely bus based schemes are drawn from county towns and cities where bus journey lengths are shorter and central area parking is tightly constrained, and there are fewer examples or models for schemes in large metropolitan cities.

- 2.6 There is currently only one formal bus park and ride site serving Leeds, which is the small 157 space site on King Lane that is served by regular service buses using the guideway into the city centre. It is not well used, with only around 60 cars parking there per day, because it is not in an optimal location and the service pattern and journey time is not competitive with driving to Leeds City Centre.
- 2.7 Rail park and ride is, however, significant in West Yorkshire, with around 3,000 spaces being provided at suburban rail stations. Many of these provide parking for people travelling to Leeds. Two of the larger facilities are at Garforth and New Pudsey stations, which have around 270 spaces each.
- 2.8 Many rail station car parks are full before the end of the morning peak and so rail park and ride is predominantly commuter use. The scope for expanding park and ride at existing stations is constrained by factors such as train capacity and local site conditions. However, there are opportunities, for example at New Pudsey, where the rail operator is seeking DfT funding to extend the existing car park. If successful, the extension would provide a useful increase in capacity. Opportunities for other localised increases in parking capacity are also being investigated and although these would not add significant extra capacity they may be targeted at reducing parking problems in surrounding streets with worthwhile local benefits.
- 2.9 Park and ride was originally identified in the 1991 Leeds' transport strategy which identified the role for sites at strategic locations around Leeds to intercept city-bound traffic. This included sites at Stourton and Tingley to the south, Bodington to the north west and Grimes Dyke to the east which were reserved for park and ride use in the 2001 Unitary Development Plan (UDP) and formed part of the earliest rapid transit plans for the city, now superseded by the New Generation Transport (NGT) scheme. which forms a key element of the present strategy.
- 2.10 Park and ride also has another potentially key role in facilitating the regeneration of the city centre, especially in the medium term. It is anticipated that existing temporary 'cleared site' low-cost long stay car parks would close as new capacity on the public transport system is provided and new fit for purpose sustainably located parking facilities come on stream as further development proceeds in the city. Park and ride provides an alternative cost-effective solution for the displaced motorists whilst maintaining or increasing transport capacity into the City Centre. The Council's interim provisions for commuter parking seek to strike a balance which retains sufficient cleared site parking in the short term and reflects that implementation of the full park and ride strategy is still several years away.
- 2.11 The NGT proposals include delivery of two of the most significant strategic park and ride sites for Leeds, at Stourton and Bodington. These sites have the capacity to eventually provide up to 3,000 spaces between them. A government decision on NGT is expected by the end of May 2012. Extensive dialogue has taken place with the DfT in preparation for the final submission of the revised business case documents.

- 2.12 In addition, the Leeds Rail Growth Package major scheme includes parking for a total of 450 cars at the proposed Kirkstall Forge and Apperley Bridge stations. Both these stations received approval from the DfT in late 2011. The City Region Transport Strategy has also identified an opportunity for a Parkway station to the east of Leeds, which includes the provision of around 500 parking spaces, which is subject to more detailed development work in the medium term. The proposal is not currently funded and will also be contingent on rail industry proposals.
- 2.13 Park and ride for Leeds has been the subject of several detailed studies, particularly since 2005. The most comprehensive study was undertaken by Halcrow in 2009 which considered an extended list of possibilities across Leeds. The sites identified as having the greatest potential for further development and appraisal are listed below:-
- North: A61 Harrogate Rd
  - North East: A64 Grimes Dyke
  - East: A63 Aire Valley
  - South: A653 Tingley
  - South West: M62/A62 Gildersome
  - West: A647 New Pudsey Station (rail)
- 2.14 The location of these sites is shown on a plan in Appendix B together with Elland Road, the NGT sites at Stourton and Bodington (which were assumed to go ahead in the study) and key sites proposed for rail park and ride.
- 2.15 Delays to delivery of park and ride schemes to date have been due to a complex set of factors including cancellation and delays to DfT-funded major schemes, lack of revenue for service support, lack of site ownership, green belt and other planning restrictions and site development costs.

### **3 Main issues**

- 3.1 The upper range of currently predicted jobs growth for the City Centre, of 23,000 jobs by 2026 (Regional Econometric Model), would generate about an estimated 10,000 additional morning peak commuting trips into Leeds. Current estimates are that additional rail capacity could provide about half of this and park and ride about one-third, i.e. around an estimated 3,300 trips. To provide capacity for off-peak trips, which are necessary to support park and ride bus services commercially, around an estimated 4,100 park and ride parking spaces are required.
- 3.2 With the present delays to the NGT project, there have been suggestions that proposals could be brought forward for the earlier delivery of park and ride at the Stourton and Bodington sites. In addition, the recent focus on the role of managing the level of cleared site parking, together with progress on major present developments such as the Arena and Trinity Leeds and anticipated

developments such as Eastgate, has brought the city's park and ride aspirations into focus.

- 3.3 The following paragraphs give an overview of the issues surrounding the delivery of the identified park and ride sites described above and shown on the plan in Appendix B, and propose a preferred approach to progressing the strategy. The sites identified have been identified in the course of a number of extensive reviews of options for the city. The options are listed in terms of prospective timetables for their delivery.

### **Short term**

#### 3.4 South / South West – Elland Road

- 3.4.1 The study reviewing options in 2009 suggested that Tingley and Gildersome would be appropriate to serve these sectors of the City's approaches. These sites are not currently considered feasible commercially as they would both require sizeable ongoing revenue subsidy, possibly in excess of £1 million per annum which is due largely to their distance from the city centre whilst the availability and deliverability of suitable sites are also an issue. However, a single site at the LCC-owned car parks adjacent to Elland Road stadium does have the potential to intercept most of the same traffic, and it is an established Brownfield site already used for parking.
- 3.4.2 Furthermore, such a development at Elland Road could assist the redevelopment aspirations of the South Bank and Holbeck Urban Village, by providing a bus service which serves these areas. It would also serve to ease congestion on the M621 and other routes leading into the city centre.
- 3.4.3 Investigations have been made to identify if there is a 'quick win' park and ride scheme for Leeds to help deliver new capacity which could be opened in 2013 subject to funding and due processes. An assessment reviewed nearly 100 potential sites and the work is summarised in Appendix D. The work showed that Elland Road is currently the only feasible location.
- 3.4.4 Feasibility work has shown that a modest scheme at Elland Road could be delivered for around £2 million. Given the desire to not prejudice major development opportunities, a balance would need to be struck to achieve the right level of quality to satisfy planning requirements and attractiveness to users. Whilst the whole site has parking for nearly 3,000 cars, a park and ride service would be expected to operate with between 500 and 1,000 spaces which, with appropriate management, is considered compatible with the specific parking requirements for the stadium.
- 3.4.5 The Elland Road site has the potential to run commercially because it is relatively close to the city centre, which will allow the use of an optimal number of buses to provide a service. Although it is likely to require revenue support in the first year or two, initial indications suggest that with a 5 year contract it could be a viable commercial proposition.



- 3.4.6 Before the scheme can progress further it is necessary to explore procurement and commercial viability issues. This will need to be done by discussion with potential delivery partners (through the proposed issuing by Metro of an OJEU Prior Information Notice (PIN) notice). This process does not commit the authority to any further procurement activity but allows an understanding of the opportunities for partnering before proceeding to the later stages of project development.
- 3.5 East – Aire Valley
- 3.5.1 The planning of the Aire Valley Leeds area, now designated as an Enterprise Zone (EZ), has recognised the need for an effective public transport service to provide accessibility for the proposed developments. Specifically, an attractive bus service is required to connect the Aire Valley with the City Centre and this forms a key part of the emerging EZ transport strategy. Provision of a park and ride site could generate enough additional demand to make a service fully commercially viable and of a higher frequency than may otherwise be possible.
- 3.5.2 Several sites have been considered for park and ride including the LCC-owned former Wholesale Markets and the area in private ownership formerly proposed for a Motorway Service Area site at M1 Junction 45. The currently favoured location is a plot within the Temple Green development adjacent to the East Leeds Link / Bell Wood roundabout, with capacity for 600 to 1000 spaces.
- 3.5.3 Subject to further development and agreement it is anticipated the delivery of the site would be progressed as part of a package, in negotiation with the site developer. A bus service would need initial revenue funding but it is estimated that after 2 years the bus service could generate a surplus (less any site lease costs).
- 3.5.4 This is a significant opportunity to provide a well sited park and ride facility and it is proposed to pursue the scheme for the earliest implementation consistent with the development of the EZ. The ability to both meet park and ride needs and simultaneously serve development within the area is a major benefit to this option.

### **Medium Term**

- 3.6 NGT - Stourton and Bodington
- 3.6.1 Subject to the DfT's decision in May, these sites are expected to open as NGT park and ride sites in 2018 or 2019 and provide capacity for a total of 2,300 cars initially with the potential to expand Stourton by a further 750 spaces. Stourton would in particular provide for northbound M1 traffic whilst Bodington would intercept traffic from the Otley area, which has no convenient access to a rail service.
- 3.6.2 The NGT programme is a comprehensive package including significant bus priority and segregation together with an attractive rapid transit service which should enable provision of park and ride without the need for any subsidy. Without NGT, these schemes would be major projects in their own right, but as stand alone schemes the business case would be on a different footing compared with the integrated service option that NGT provides.

### 3.7 North East – Grimes Dyke

- 3.7.1 Grimes Dyke is a Greenfield site which is currently unfunded. The case for this site is closely linked with the future development plans for the East Leeds Extension and the associated transport infrastructure and access package. Aligning with future development allows the development of mutually beneficial service patterns for both park and ride and local access. Therefore, this site is not currently recommended for early development.

#### Longer Term

### 3.8 North - A61 Alwoodley Gates (opposite Leeds Grammar School)

- 3.8.1 Being some way outside of the Outer Ring Road, this site will predominantly serve the A61 from Harrogate. It's main competitors would be the Harrogate Line and the existing express bus services which operate from Harrogate.
- 3.8.2 This site is identified in the UDP for park and ride. However, the Council is currently considering options for provision of long term burial space for the City and the LCC-owned land available in this location is one of the options under consideration.
- 3.8.3 Forecasts suggest that around 550 spaces could be justified. However the business case has not been firmly established for this site. Because of its distance from the centre of Leeds, even a demand of 550-600 cars per day would require significant revenue support for a dedicated park and ride service. There is some potential for it to be served by semi-fast regular buses but to date there has been no significant operator interest in reconfiguring their services to serve the site.
- 3.8.4 The estimated construction cost in 2009 was £6.1m for a 550 space car park plus land and bus priority so the out-turn cost would be likely to be in the region of £8 million to £9 million. Given the prospect of more commercially viable schemes elsewhere in Leeds, it is proposed that this site continues to be identified for future consideration, to be informed by the experience gained from developing the most promising short term options.

### 3.9 Proposed Strategy

- 3.9.1 To move park and ride provision forward for the city, the following strategy is proposed for consideration.
- 3.9.2 The outcome of the DfT's decision is awaited on NGT. Should the decision not be in favour of the promoters, then a review will be required to establish the best way to implement these sites. They will, however, need to be progressed as major projects in their own right because their value exceeds what is presently available within the Local Transport Plan. However, because of the work needed to develop the NGT scheme there is already a detailed understanding about the development and delivery issues of these sites.
- 3.9.3 Given its relatively modest cost and ability to be delivered quickly, it is proposed that further development of a scheme at Elland Road should be pursued with the potential for implementing a scheme in 2013 (subject to consultation and due

processes including planning). Delivery of a scheme will need to take on board concerns about such a proposal within the local communities and completion of a sustainable funding package.

- 3.9.4 In tandem with development of the Elland Road proposals, it is proposed to continue technical evaluations and negotiations with the landowner to achieve an appropriate funding and delivery package for a site in Aire Valley Leeds. This will allow a firmer timetable to be attached to the delivery of this scheme.
- 3.9.5 The site at Grimes Dyke should be investigated for delivery as part of the East Leeds Extension and therefore the scheme development cannot be substantially progressed at this point in time.
- 3.9.6 It is proposed that the site at Alwoodley be retained as park and ride status in land use planning, but at the present time the business case is considered to be insubstantial. Therefore, although it is believed that the site has potential, it would be premature to develop it further at this time. In this context, there would also be advantages in learning from the delivery of the strongest sites to reduce the risks in developing further sites, particularly in understanding service revenue risk, in regard to the Leeds market specifically. Any decision also has to be made in the context of the current review of options for long term burial space.
- 3.9.7 The estimated park and ride capacity of 4,100 spaces to service Leeds' continued development therefore has the potential to be met from the identified key sites.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The consultation for NGT in 2008 and 2009 specifically included the park and ride sites at Stourton and Bodington. The results showed strong support for park and ride amongst respondents.
- 4.1.2 There has been no further recent consultation on wider park and ride strategy other than that which identified the sites included within planning policies. With regard to the proposed site at Elland Road, at this stage of the decision making process it is not appropriate to undertake full consultation. However, a Ward Member briefing was held in January 2012. Ward members have concerns about traffic impacts on local roads and these have also been reflected in concerns raised by a local community group. A full consultation exercise will be undertaken in due course.
- 4.1.3 The Highways Agency have been engaged in previous discussions about park and ride options in the city and are fully involved in the NGT proposals. The Elland Road option has been discussed informally and they have no objection in principle, subject to agreeing any detailed proposition and traffic modelling.
- 4.1.4 The Aire Valley park and ride scheme would be consulted upon as part of the engagement with stakeholders for the development of the Enterprise Zone as the proposals are developed further.

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

4.2.1 An equality impact assessment screening has been completed. The screening suggests that, in general, the park and ride strategy has no adverse impact on protected characteristics. More detailed screenings and assessments will be required when schemes and their funding have been developed in more detail.

## **4.3 Council policies and City Priorities**

4.3.1 A park and ride strategy aligns with the West Yorkshire Local Transport Plan and with the objectives of the Leeds City Region Transport Strategy with themes such as 'developing a strategic framework for demand management' and 'improving strategic connectivity to tackle congestion'.

4.3.2 The Leeds City Region Transport Strategy also includes interventions to provide new and expanded park and ride sites in the short term as well as new park and ride facilities located adjacent to the motorway and other priority corridors.

4.3.3 Park and ride has the potential to contribute to several City Priorities, notably making Leeds the best city for business.

4.3.4 More details of how park and ride specifically meets these policies and the Priority Plan is contained in Appendix C.

## **4.4 Resources and value for money**

4.4.1 This report is not seeking approval for any capital or revenue expenditure at this time. However, given the high capital cost of delivering P&R schemes (typically £5 million to £10 million each), it will be important to identify in due course an appropriate funding strategy. This will in turn depend on the current consultation being held by the DfT on devolving major scheme funding to the local level and future developments regarding a proposition for a West Yorkshire Transport Fund.

4.4.2 At present the possible funding sources for the viable schemes identified above could be:-

- Elland Road – as a 'quick win' site this would be funded through a funding package being developed with Metro which would incorporate Local Transport Plan capital and developer contributions.
- Aire Valley – a funding package has not yet been established for this proposal. Various options are being investigated in terms of the site and the establishment of a viable service option, but these are not yet firm.
- Stourton and Bodington – positive announcement in May would see these funded by the DfT and the agreed local contribution. If the announcement is not favourable, the options and funding route would need to be reconsidered and this can be informed by work already undertaken in connection with NGT.

4.4.3 Any package of park and ride schemes carries the possibility that revenue support (subsidy) will be required in the early years of operation and potentially into the future if the patronage forecasts are not realised. More detailed work is required

to understand risk and uncertainty, which forms part of every scheme development process. More detailed work is also required in the development of bespoke funding packages and delivery models, in which the selection of operational partners is an essential element.

4.4.4 With regard to associated charges, Park and Ride must be offered as a competitive alternative to driving and parking in the city centre, but it must also be established on a sustainable financial basis. There will also be a need to ring-fence funds for site maintenance and future improvements. The cost of the bus fares and/or parking charges will emerge in due course and further reports will be submitted as appropriate.

4.4.5 The value for money of park and ride schemes will be assessed during the development work.

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

4.5.1 There are no specific legal implications arising from this report. Clearly each scheme will have a range of legal implications relating to funding agreements, land, traffic and parking orders, and contractual and procurement issues. These will be addressed in the reporting and approval requests as projects are progressed.

4.5.2 The report is eligible for Call-In.

#### **4.6 Risk Management**

4.6.1 Each individual park and ride scheme will have associated risks with its delivery and operation. These risks will be evaluated as and when it is proposed to progress each scheme.

4.6.2 The two key risks associated with the proposed park and ride strategy are inability to provide capital funding and the requirement for revenue support.

### **5 Conclusions**

5.1 As the report explains, the prospects for park and ride have been extensively studied for Leeds. Whilst the case for rail and rapid transit based measures has become well established, for bus based systems it is clear that site location, availability and affordability criteria are key determinants to the prospects for development.

5.2 It is proposed to continue with the development of bus or rapid transit park and ride as part of the wider integrated transport strategy for the city and specifically to undertake more detailed development work for the following schemes, subject to the local development context, funding and due processes:-

5.2.1 Elland Road: is feasible and could potentially be delivered in the short term using local funding sources although local community concerns about the scheme will need to be considered. Further feasibility work is required to understand procurement issues and the scheme's commercial performance.

- 5.2.2 Aire Valley: a park and ride scheme is a key part of the Enterprise Zone (EZ) transport strategy. A preferred site has been identified adjacent to the East Leeds Link Road. The programme and funding is tied into the development of the EZ.
- 5.2.3 Stourton and Bodington: the outcome of the DfT's decision on NGT sites is awaited. However, if delivered as stand-alone schemes, they would probably need to be funded as major schemes.
- 5.3 It is suggested that the remaining identified sites at Grimes Dyke and on the A61 at Alwoodley Gates should remain available for medium to longer term implementation. The Council will need to consider the potential for park and ride at Alwoodley Gates during consideration of options for long term burial space.

## **6 Recommendations**

6.1 Executive Board is requested to:-

- i) Note the contents of this report and the issues which it raises; and
- ii) Endorse the continued development of the park and ride strategy and proposals currently being progressed including further feasibility work for the Elland Road site moving towards the selection of a partner for the operation of a service.

## **7 Background documents<sup>1</sup>**

7.1 The following background documents relate to this report:

- 7.1.1 Council minutes, 18 January 2012 (Item 84)
- 7.1.2 Equality Impact Assessment screening, Park and Ride Strategy, March 2012
- 7.1.3 Elland Road Masterplan update, June 2011
- 7.1.4 Core Strategy, Leeds Local Development Framework, Development Plan Document, Publication Draft, February 2012 (from [www.leeds.gov.uk](http://www.leeds.gov.uk))
- 7.1.5 Leeds New Generation Transport – Final Consultation Results, Report, October 2009, SDG for Metro/LCC (from [www.ngtmetro.com](http://www.ngtmetro.com))
- 7.1.6 'Access York' Best and Final Funding Bid to DfT, York City Council, 2011 ([http://www.york.gov.uk/transport/Parking/Park\\_and\\_Ride/new/2011-09-09/](http://www.york.gov.uk/transport/Parking/Park_and_Ride/new/2011-09-09/) )

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<sup>1</sup> 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.

## Appendix A The Performance of Park and Ride Schemes Around the UK

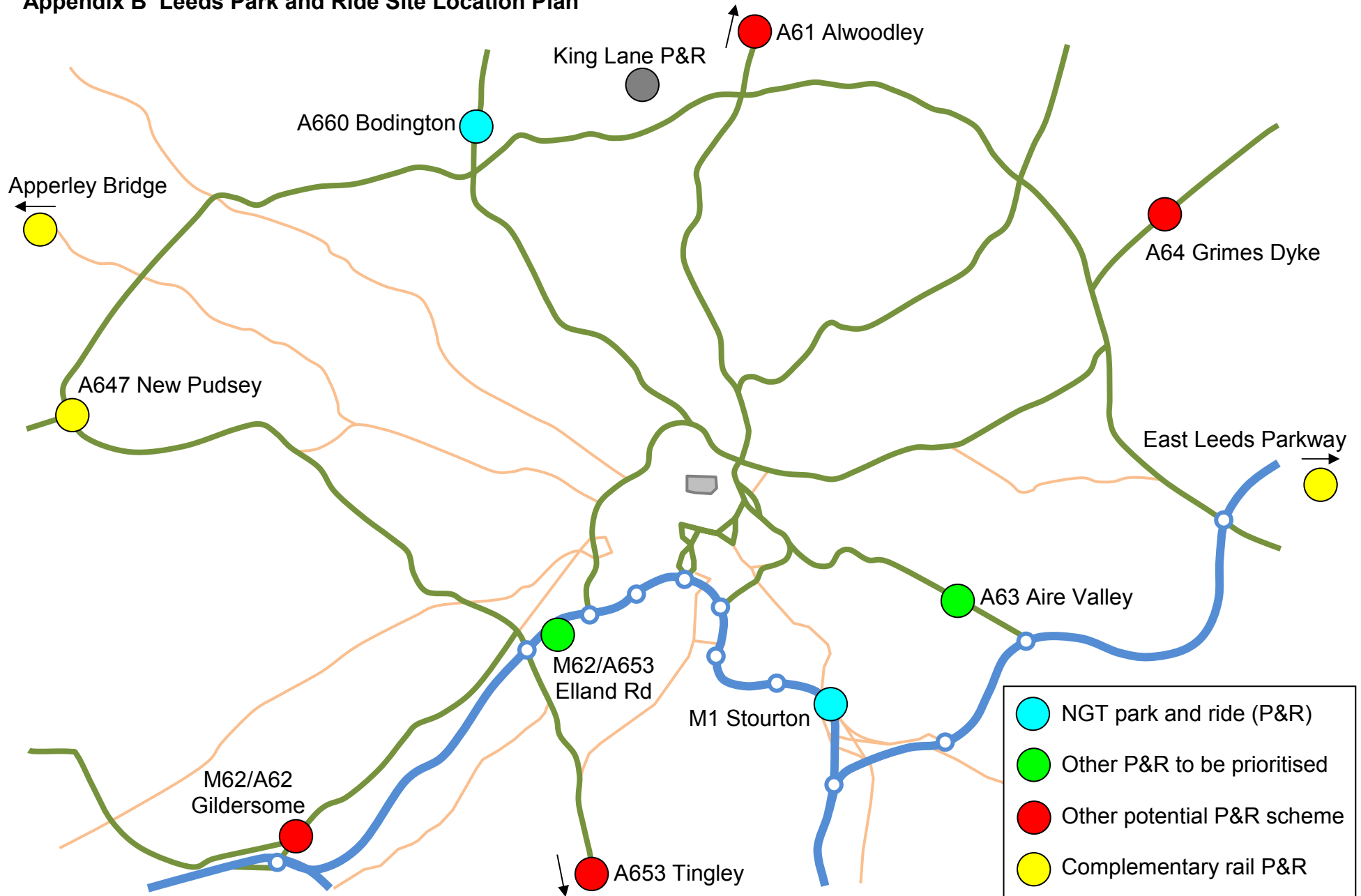
**Table A1 Details of Selected UK P&R Operations at 2008**

P&R Site	City Population	Est. Date	No. of Sites	Total P&R Spaces	Bus Service Type	Subsidy for Bus service	Peak Frequency (min)	Off-Peak Frequency (min)	Return Fare	Fare as % of 8 hours Parking	Patronage Growth (Avge Ann'l)
Aberdeen City	209,260	1994	2	1,550	Dedicated	Commercial	7.5 and 15	15	£2.00	26.7%	+5.3%
Aberdeenshire	236,260	2000	1	250	Conventional	Commercial	10-15	20	£3.50	46.7%	+12.6%
Coventry	300,848	1991	2	565	Dedicated	£227,900 /a £1.41 per user	12 and 15	12 and 15	£2.00	23.5%	
Derby	237,000	1994	2	1,600	Dedicated /Ordinary	Commercial	10 -15	15	£2.20	29.7%	Unknown
Durham	85,113	2005	3	1,168	Dedicated	£164,000 /a £0.37 per user	10	10	£1.70	20.8%	+21.1%
Edinburgh	445,026	2005	5	1,807	Dedicated /Ordinary	Commercial	4	15	£2.40	35.3%	
Exeter	122,400	1987	4	2,160	Dedicated (2 sites sub)	£390,000 /a £0.67 per user	10-12	10-12	£1.70	35.7%	+6.8%
Ipswich	117,069	1997	3	1,700	Dedicated	£632,000 /a £1.70 per user	10 and 12	10 and 12	£2.90	43.7%	
Norwich	367,065	1991	6	4,912	Dedicated	£140,000 /a £0.08 per user	7-10	10-20	£3.30	38.8%	
Perth	43,450	2002	3	576	Dedicated /Ordinary,	£150,000 /a £2.15 per user	10	15	£1.00	55.3%	
Winchester	107,222	1994	2	780	Dedicated		8	15	£2.70	50.0%	-4.3%
Worcester	95,927	2001	1	450	Dedicated	£170,000 /a £0.59 per user	10	10	£2.20	58.7%	+6.7%
York	191,800	1991	5	3,610	Dedicated	Commercial	10	15	£2.30	30.46	

Fare figures in blue represent where the charge is for parking a car, rather than per person.

Source: Nestrans Park and Ride Operations Study, Final Report, May 2008, Atkins (Table 3.2) ([www.nestrans.org.uk](http://www.nestrans.org.uk))

# Appendix B Leeds Park and Ride Site Location Plan





## Appendix C Relevant Policies

The development and implementation of park and ride sites is proposed to serve Leeds City Centre. These are designed to meet future parking demands anticipated from major developments and supports the city centre transport and parking strategies.

### Regional Policy

The proposals align with the objective of the Leeds City Region Transport Strategy which sets out the following relevant priority themes:

- Strengthening the contribution of the bus;
- Developing a strategic framework for demand management; and
- Improving strategic connectivity to tackle congestion.

The LCR Transport Strategy also includes interventions to:

- To provide new and expanded park and ride sites (short term);
- To expand the capacity of park and ride to encourage more traffic to transfer to other modes close to intended destinations (short/medium term);
- To development new park and ride facilities located adjacent to the motorway and other priority corridors (short term); and
- To enhance the availability of park and ride served by express bus and rail to offer alternatives to motorists (medium term).

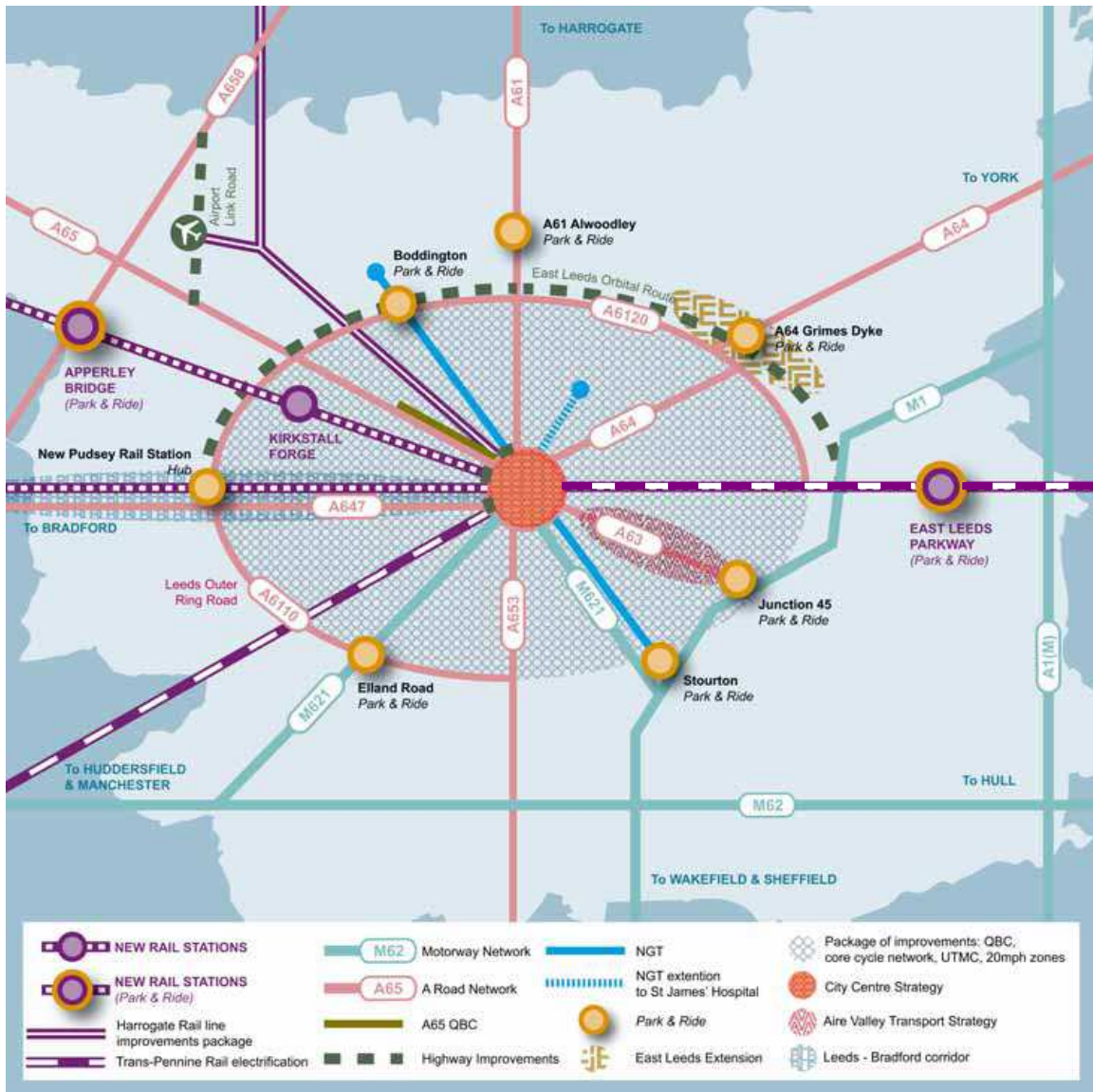
### Local Policy – Core Strategy

Park and ride is promoted with the draft Core Strategy as a possible solution to the City's transport problems. Para 4.9.9 states:-

*“There is little road capacity for increased car commuting into the centre of Leeds and limited spare capacity for rail commuting until extra capacity is provided on both the trains and at Leeds City Station. If the city is to grow as forecasts suggest is possible, ways needs to be found of getting more people into the City Centre without adding to traffic congestion or the capacity problems of the rail network. This may include making better use of the city's bus network, increasing rail capacity, providing park and ride sites, encouraging increased car occupancies and converting shorter distance car journeys to cycle and walking.”*

Spatial Policy 11 of the draft Core Strategy includes investment in the provision of park and ride facilities. The network diagram in the draft Core Strategy is shown in Figure C1.

**Figure C1 Key Elements of Leeds Transport Strategy (Map 9 of the draft Core Strategy)**



Local Policy – Local Transport Plan

Proposals for park and ride also align with the West Yorkshire Local Transport Plan 3 which sets out proposals to:

- Define and develop a core, high-quality, financially sustainable network of transport services that will provide attractive alternatives to car travel (proposal 13). The core bus network would consist of Green Routes (key network of bus routes that carry most of the bus passengers and have the highest frequencies) and will include the development of express (limited stop), high frequency and park and ride services with associated branding and marketing strategies.
- Improve interchange and integration including the development of transport hubs (proposal 14). This covers the scope to develop bus 'Park-and-Ride' for trips to Leeds in particular.

- Investment to support strategic economic objectives through delivery of the City Region Transport Strategy (proposal 23). This provides support for the proposed Northern Hub and supporting measures including the development of strategic Park and Ride (e.g. linked to main rail lines or the motorway network).
- Investment in low carbon modes of travel (Implementation Priority). This means making a strong case to government and others for substantial investment in carbon-efficient methods of travel (including more capacity on trains and more park and ride facilities).

The emerging Local Implementation Plan and Transport Strategy for Leeds 2011-2026 sets out the proposal for a new, bus-based park and ride site, with up to a 1000 spaces for delivery within the next two years with a further site in the early stages of planning. This would complement the Park & Ride proposals associated with New Generation Transport (NGT). In the longer term it is envisaged that a series of sites will be brought forward at locations around the outer ring road so that longer distance travellers to the city centre, who are unable to make use of rail, have an alternative to the private car. This ring of park and ride sites will enable people to travel swiftly to the city centre by dedicated bus or NGT.

#### City Priority Plan 2011-2015

The Council's City Priority Plan includes a priority to improve journey times and the reliability of public transport to contribute towards making Leeds the best city for business. Park and ride can contribute to this through:-

- Reducing traffic congestion in and near the City Centre which could assist the reallocation of roadspace towards buses, walking and cycling;
- Providing a new public transport travel choice, including for those people who live within walking and cycling distance of the park and ride site.

The Plan also prioritises those measures which support the sustainable growth of the Leeds economy by enabling more development of brownfield land. Park and ride could contribute to this by relocating parking from the city centre to locations further afield and making the brownfield land available for development.

## **Appendix D Quick Win Park and Ride Site Selection**

### Introduction

This appendix sets out the most deliverable opportunities for one or more Quick Win P&R sites to serve Leeds City Centre as assessed during 2011.

### Site Long List and Appraisal

A 'long list' of nearly 100 potential P&R sites was assembled as follows:-

- 44 sites from the 2009 Halcrow study (11 new heavy rail stations, 31 bus, 2 heavy rail and/or bus);
- 4 sites on the A64 and one on the East Leeds Link Road, from the 2010 AECOM report, all bus-based;
- 1 third party proposal for bus-based P&R;
- 14 existing heavy rail stations in and around Leeds; and
- 30 'new' Quick Win sites identified during this study, generally comprising existing car parks or cleared sites.

Table D1 contains a list of the sites considered. Sites were rejected as being unsuitable if they did not meet one of the following criteria:-

- affordability – this ruled out Greenfield sites and those requiring substantial operating subsidy (those with longer journey times and lower patronage);
- ability to be delivered relatively quickly, i.e. in about 2-3 years – this ruled out new railway stations and locations in other Districts;
- acceptability, especially in terms of whether the site could be a viable alternative for drivers who currently use low cost long stay car parks in the City centre, with potential to provide enough capacity to accommodate them;
- deliverability, particularly in relation to obtaining land.

### Site Short List

The long list was reduced down to a short list of 7 sites which are shown below, in approximate order of merit against the above criteria:-

#### *Most promising (LCC-owned):-*

- Elland Road Stadium Car Parking (site ref: 28);
- Wholesale Markets Site, Cross Green (site ref: A11) [Note: this site has now been selected for the Leeds Waste Transfer Station so is not available for park and ride]

#### *Potential (third party owned):-*

- Leeds Valley Park (Site Ref: Q11);
- New Pudsey Station / Owlcotes Centre (site refs: 38 / Q21) – rail P&R;
- Corner of A6120 and A62 Gelderd Road (site ref: Q18);

#### *Lowest Priority:-*

- Tulip Retail Park (site ref: 20); and
- John Charles Centre for Sport (site ref: 19).

**Table D1 Long List of Sites (excluding existing railway stations)**

Ref	Name	Sector	Mode	Ref	Name	Sector	Mode
<b>HALCROW STUDY (2009)</b>				<b>AECOM STUDY: A64. A63. A61(N) (2010)</b>			
1	Arthington	N	Rail	A4	Harehill Lane Playing Fields	NE	Bus
2	Leeds Bradford Airport	N	Bus	A5	A64 Gpton Approach (Halton Dial)	NE	Bus
3	Horsforth Woodside	N	Rail/ Bus	A6	A64 Wykebeck Valley Road	NE	Bus
4	Bodington	N	NGT	A7	A64 Opposite Asda Killingbeck	NE	Bus
5	King Lane (expand existing)	N	Bus	A11	Wholesale Markets Ste, Cross Gn	E	Bus
6	A61 Harrogate Road	N	Bus	<b>MISCELLANEOUS</b>			
7	A58 Wetherby Road	NE	Bus	M1	Drighlington Developer Proposal	SW	Bus
8	A64 Grimes Dyke	NE	Bus	<b>NEW SITES IDENTIFIED FOR THE QUICKWIN EXERCISE</b>			
9	Moresdale Lane, York Road	NE	Bus	Q1	Northside Retail Park, Meanwood	N	Bus
10	Thorpe Park	NE	Rail	Q2	Marsh Lane E, Woodpecker	NE	Bus
11	A63 Halton	E	Bus	Q3	Thorpe Park new developments	NE	Bus
12	M1 J46 East	E	Bus	Q4	Bridgewater Road (IRR6)	E	Bus
13	M1 J46 West	E	Bus	Q5	Copperfields College, Cross Gn	E	Bus
14	East Leeds Parkway	E	Rail	Q6	Haigh Park Road	E	Bus
15	Thwaite Gate	E	Bus	Q7	Lord Halifax Land, Bell Wood	E	Bus
16	East Leeds Link (M1 J45)	E	Bus	Q8	M1 J44 N	E	Bus
17	Methley	E	Rail	Q9	Sainsbury's Colton (M1 J46)	E	Bus
18	Ferrybridge	E	Rail	Q10	Yam Street cleared site	E	Bus
19	South Leeds Stadium	SE	Bus	Q11	Leeds Valley Park (W of A61)	SE	Bus
20	Tulip Retail Park	SE	Bus	Q12	Morrisons, Penny Hill Centre	SE	Bus
21	Stourton	SE	NGT	Q13	Carcraft, Morley M62 J28	S	Bus
22	Wrenthorpe	SE	Rail	Q14	Birstall Shopping Park	SW	Bus
23	East Ardsley	SE	Rail	Q15	Ikea, Birstall	SW	Bus
24	Wooley Edge MSA (M1)	SE	Bus	Q16	Junction 1 Retail Park (M621)	SW	Bus
25	East of Dewsbury Road	S	Bus	Q17	Junction 27 Retail Park, Birstall	SW	Bus
26	White Rose Centre	S	Rail/ bus	Q18	N of Gelderd Road / Ring Road	SW	Bus
27	Tingley	S	Bus	Q19	Showcase Cinemas, Birstall	SW	Bus
28	Eliland Road (car parks)	SW	Bus	Q20	Bingo, Stonebridge Lane	W	Bus
29	Eliland Road (SW railway)	SW	Bus	Q21	M&S, Asda Pudsey	W	Rail/ Bus
30	Brighouse (M62 J25)	SW	Bus	Q22	Makro, Low Wortley	W	Bus
31	Gildersome	SW	Bus	Q23	Pudsey Civic Hall	W	Rail/ Bus
32	Hartshead Moor MSA M62	SW	Bus	Q24	A65 Kirkstall Road ex-First Depot	NW	Bus
33	Moorside, Bramley	W	Bus	Q25	loeland/ Netto, Kirkstall	NW	Bus
34	Stanningley Bypass	W	Bus	Q26	Kirkstall Forge	NW	Bus
35	Armley	W	Rail	Q27	Kirkstall Valley Park	NW	Bus
36	A58 Whitehall Road	W	Bus	Q28	Kirkstall Viaduct Retail Park???	NW	Bus
37	Rodley Lane	W	Bus	Q29	Morrisons, Kirkstall	NW	Bus
38	New Pudsey Station	W	Bus	Q30	Woodhouse Moor (Onder Moor)	NW	Bus
39	Apperley Bridge	NW	Rail				
40	Rodley/ Calverley Bridge	NW	Bus				
41	Horsforth West End	NW	Bus				
42	Kirkstall Sewage Works	NW	Bus				
43	Kirkstall Forge	NW	Rail				
44	Kirkstall Bridge	NW	Rail				

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Report author: Jon  
Andrews/Anne Chambers  
Tel: 2475014

**Report of the Director of City Development**

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

**Date: 19 April 2012**

**Subject: Reducing CO2 emissions in the Local Authority Estate**

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. Scrutiny Board, 1<sup>st</sup> December 2011 requested a further update in March 2012 on the Carbon and Water Management Delivery Plan 11/12 which was presented at that meeting. It also requested that up to date emission figures be presented along with information relating to sub contractor performance.
  
2. The date of this Scrutiny Board does not allow sufficient time to collate year end (2011/12) data of carbon emissions. That information is currently presented to Scrutiny Board as a percentage reduction within the Quarterly Performance Report. Q3 was presented on 22<sup>nd</sup> March, so it is proposed that the emissions information is presented in greater detail as an addendum to the Q4 Performance Report. Scrutiny Board can indicate at that meeting whether they wish to continue with just the percentage reduction figure or greater detail on carbon tonnage.
  
3. The performance of subcontractors and suppliers is an area with limited intelligence, the existing intelligence is presented in Appendix 1

**Recommendations**

4. Note and discuss the information within this report and Appendix 1

## **1 Purpose of this report**

- 1.0 The purpose of this report is to continue discussions with officers on the reduction of CO<sub>2</sub> emissions in the Local Authority Estate hence enabling Scrutiny Board to determine if any further scrutiny is required.

## **2 Background information**

- 2.1 At Scrutiny Board, December 11<sup>th</sup>, a number of documents were presented for discussion namely the Carbon and Water Management Plan 2011 – 2021, its associated delivery plan for 2011/12 and the Statement from the Scrutiny Board (Environment and Neighbourhoods) the Council's CO<sub>2</sub> Emissions 2008, being the last time the subject was presented to Scrutiny.
- 2.2 The above plans cover most aspects of the council's non housing estate, there was however, some discussion around the indirect CO<sub>2</sub> emissions associated with contractors and suppliers when carrying out repairs on ALMO properties.

## **3 Main points**

- 3.1 The annual Delivery Plan for 2011/12, sets out, under a number of headline measures, the actions taken to date and the progress made against each action. Following is a summary of progress during the year;

### **1- Retrofitting energy savings measures into the existing estate of operational buildings;**

This is the area where most progress can be made relatively quickly. To achieve the energy efficiencies needed, a wide variety of measures are investigated and implemented depending on suitability of the building concerned; eg

- Boiler optimisation
- LED lighting
- Voltage optimisation
- Air handling units
- Pool covers
- Timer switches
- Building Energy Management Systems. Existing Building Energy Management Systems have been standardised to just 2 companies Trend and Priva making them easier and more cost effective to maintain and use.

The priority for carrying out any number of these measures is at buildings with a high energy use. This financial year these have included ;

- Major civic/concert buildings, Leeds Town Hall
- Leisure centres, John Charles Centre for Sport, Kirkstall, Aireborough, Wetherby, Pudsey.
- Office accommodation/data centres, Civic Hall, Middleton Park, Apex House, 2 Gt George St, Leonardo/Thoresby.
- Schools, Little London PS, Otley Prince Henry's



There are two main funding streams used by the Council to carry out these works ;

- SALIX Finance (who administer government funds on behalf of Carbon Trust)- utilising either an interest free loan to carry out energy efficiency retrofits or the Energy fund which is a reserve fund comprising SALIX funds and match funded by LCC to provide loans to directorates. Both schemes are paid back from savings in their energy budgets.
- RE:FIT a procurement framework used to appoint an Energy Services Co. (ESCo) £1m of capital funding was offered to the successful bidder in return for guaranteed energy savings of 27% using prudential borrowing for a loan of 7 years funded by savings generated from energy budgets..

**2 - 'Changing the Workplace', both in the city centre and across the rest of the city, to use offices more efficiently by introduction of new technology and changing workstyles hence reducing the amount of office space required;**

Phase 1: City Centre – 2 leased in buildings surrendered Canon House, Leeming House.  
Phase 2: Outside City Centre – 2 leased in buildings surrendered 31 Moor Rd, Kimberley House and 5 LCC office buildings vacated, Otley OSC, West Leeds Family Centre, Elmete, Headingley Annexe, Blenheim Centre.

**3 – Service rationalisation from unsuitable property and combining with other public services such as the NHS, West Yorkshire Police and other partners where efficiency gains by sharing buildings can be made;**

Over 60 buildings have been vacated during the year.

**4 & 9 - Generation of renewable electricity by both large and small-scale systems (e.g. wind turbines, photovoltaic arrays, hydro-power. Generation of renewable heat through biomass boilers, anaerobic digestion of waste, and large scale Combined Heat & Power (CHP);**

Whereas most progress has been made on retrofitting existing buildings to be more energy efficient, reducing the reliance on carbon based energy continues to be a priority for the Council. This however is a more medium to long term aim as further research and consultation is required. Progress to date is as follows;

- Continuing to explore the feasibility of a Civic Quarter CHP with Universities and Leeds Teaching Hospitals
- A wind turbine has been installed at JCCS but requires recommissioning following safety check by HSE. Exploring feasibility of other sites.
- Exploring the feasibility of use of hydro power at various sites along the River Aire.
- 6 buildings have had photo – voltaic systems installed on their roofs prior to end of March to take advantage of the existing Feed In Tariffs made available by the government. The Discovery Centre, Bramley Children's Centre, JCCS, Wetherby and John Smeaton Leisure Centres and Weetwood Primary School.
- A Biomass boiler strategy in preparation and CO2 Sense are undertaking surveys at Lotherton Hall, Temple Newsam and Herd Farm to assess feasibility of a biomass installation

## **5 - Change behaviour of staff and how they use energy in buildings eg heating, lighting, equipment etc;**

- Audits undertaken at top 12 office buildings to assess how staff operate in their office environment so that further action can be taken to encourage staff to use less energy.
- Further “Big Switch offs” carried out
- Consumption data provided to building managers and energy guardians
- 10 schools chosen to trial methods of encouraging schoolchildren and teaching staff to undertake behavioural change, utilising resources available from the Carbon Trust through the Low carbon schools service.

## **6, 7 & 10 - Travel and fleet initiatives, involving journey reductions, better journey planning, vehicle modernizing, and changes of vehicle fuelling;**

- Travel plans are carried out on LCC sites where there are 60 or more employees. To date 48 sites have been identified and 28 completed
- Continuing trial of alternative fuel vehicles

## **8 - Reduction of street lighting energy through changes to switch-off times, changes to more efficient light fittings, and changes to spacing of lamp standards;**

Consultation taking place on part – night switching.

3.2 The intelligence on supplier performance relating to CO<sub>2</sub> emissions, attached as Appendix 1, sets out the conclusions from 2 reports carried out in recent years. Namely:

- 1- Carbon Disclosure Project
- 2- CAESER – Corporate Assessment of Environmental, Social and Economic Responsibility

## **4 Options for Scrutiny**

4.1 When determining if further scrutiny is required, the Scrutiny Board (Sustainable Economy and Culture) may wish to consider:

- If there are matters identified of sufficient significance and there is the potential for scrutiny to produce realistic recommendations that could be implemented and lead to tangible improvements
- Whether the Scrutiny Board wish to monitor progress against objectives specified in the delivery plan.
- Whether additional information is required and a specific report is to be brought to the Scrutiny Board.

## **5 Recommendations**

5.1 Note and discuss the information within this report and Appendix 1

## **6 Background documents<sup>1</sup>**

### **6.1 Appendix 1**

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<sup>1</sup> 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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### Supplier performance – Carbon Dioxide Emissions

It has never been a statutory requirement to gather, analyse or report indirect CO<sub>2</sub> emissions, it is however best practice. Over recent years a number of studies have been conducted to establish the actual CO<sub>2</sub> impact associated with the Leeds City Council supply chain. Suppliers were requested to take part in these projects on a voluntary basis and has had limited success, extracts from the reports can be found below.

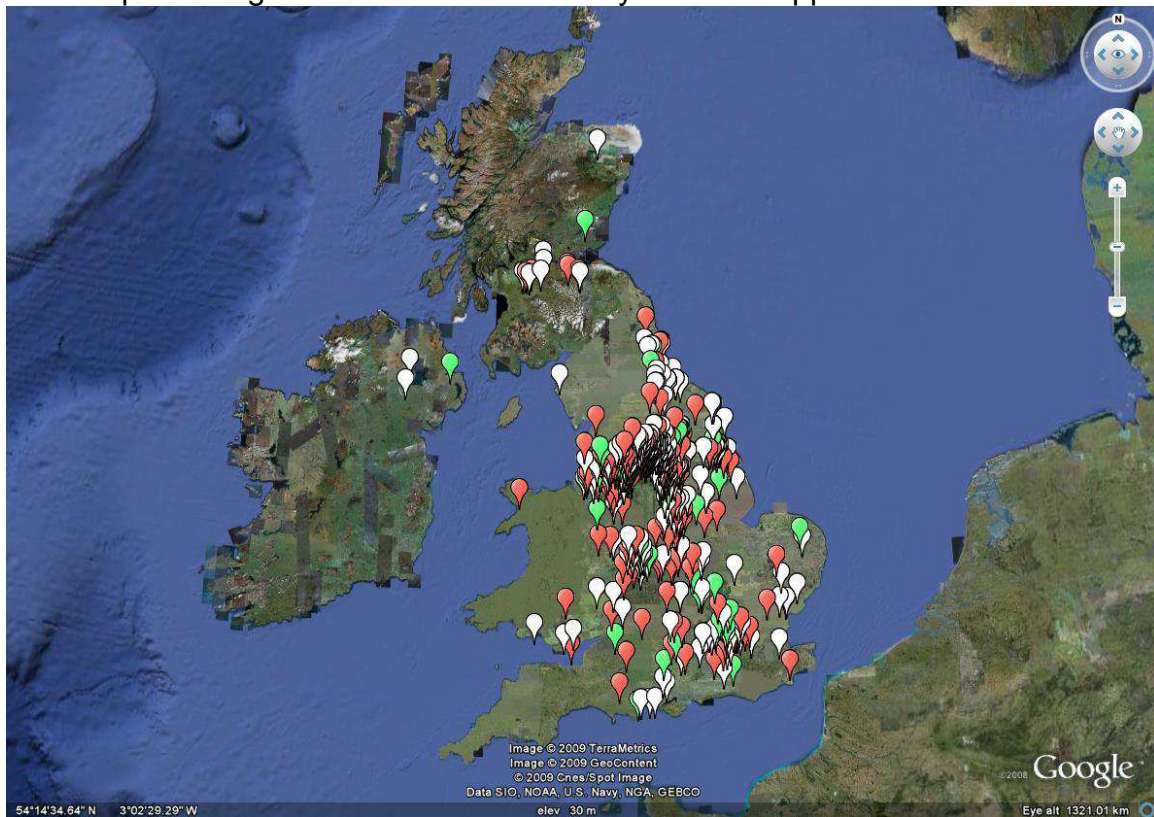
#### CAESER Supplier Assessment (2009 – 2010) Carbon Dioxide Emissions

In November 2008, Leeds City Council sent 1507 organisations a letter inviting them to register on CAESER and complete a sustainability questionnaire. The CAESER questionnaire asks organisations if they have set a target for reducing carbon dioxide emissions from business operations in the last 12 months. Only 30% of Leeds City Council suppliers responded positively. This is despite the UK Government having identified carbon dioxide emissions as a priority concern and having committed, via the Kyoto Protocol, to reduce greenhouse gas emissions by 15.5% below base year (1990) levels over the period 2008 -12 by 2012. The relatively low number of organisations setting targets is a real concern. Setting targets shows a serious commitment to addressing climate change and once these targets are made public; real pressure is placed on these organisations to perform. When compared to the FTSE companies, Leeds City Council suppliers perform significantly worse than the FTSE100, 81% of whom set targets on carbon dioxide emissions.

The map below shows the location of Leeds City Council suppliers. Those shown in white did not complete the CAESER questionnaire, those in red completed but scored below 50% and those in green completed and scored over 50%. The map shows that the majority of Leeds City Council suppliers are located around the Leeds area highlighting that the Council are using procurement to develop their local economy. This shows that the Council's aim of to increase the procurement of local goods and services is being achieved.

When analysing by postcode 200 suppliers have Leeds (LS) postcodes representing 25.38% of those who registered. Again this shows very strong results and success in procuring locally.

Map showing the location of Leeds City Council suppliers



**Recommendation H:** The fading commitment to CO2 reduction by suppliers represents a real area of concern in light of how highly this is prioritised by Leeds City Council. More work therefore needs to be done to educate suppliers as to the importance of setting targets and demonstrating practical ways that this can be achieved.

### **CARBON DISCLOSURE PROJECT (2008 – 2009)**

LCC nominated 20 suppliers to take part in this projects who returned a disappointingly low response rate of 25%. It is worth noting, however, that very few suppliers nominated by Leeds had responded to one of the other CDP programmes before which will have had an impact on this.

### **GHG Emissions Reduction Plan**

3 suppliers stated that they have emissions reduction plans in place (Connaught Baldwin, Igen and Kier Northern). While this is quite a high proportion of respondents (3 of 5), it is a low figure when the entire sample size is considered (3 of 20).

This suggests that LCC suppliers are not yet taking action on climate change with the necessary degree of urgency. Other members who have discovered through this process that their members do not have reduction plans have undertaken to write to those suppliers to encourage them to put one in place within a reasonable timeframe. Emissions reduction plans are a useful part of the gathered data as they can be used to measure suppliers over time to monitor whether they have achieved stated cuts. LCC could now monitor these 3 suppliers to discover whether they are succeeding in making the anticipated reductions.

### **Supplier Engagement**

The CDP Public Procurement and Supply Chain Programmes are most effective when they are passed up the supply chain, enabling assessments of emissions coming from different stages of production. As this is not yet occurring in many cases, this question gives an indication of how many suppliers are currently engaging more deeply in the supply chain to understand sources of emissions.

### **Conclusions and Recommendations**

Some LCC suppliers have made a good start in responding to the disclosure request although much remains to be done. The low response rate is disappointing and can be attributed to a variety of factors, including the lack of a dedicated SME questionnaire. Beyond this, the following points are of particular note:

1. Of the suppliers that responded, a reasonably high proportion were able to disclose emissions data and reduction plans. This provides a baseline for ECC to monitor the effectiveness of suppliers at achieving reductions. Other suppliers could also be encouraged to develop reduction plans.
2. Suppliers failed to apportion emissions by consistent factors. If this data is of particular importance to LCC (for submission as NI 185 data), it would be valuable to communicate this clearly. CDP will provide specific guidance to suppliers who have been asked to provide N1 185 relevant data in future in future iterations of the project.
3. The Risks and Opportunities section of the questionnaire was well answered by most of the respondents with detailed attention paid to it by companies who had not responded to CDP before.

### **Recommendations**

4. CDP has found that it is valuable for the members to make a gesture of appreciation to suppliers that have responded such as a letter of thanks or similar.
5. The CORE database provides LCC with the capacity to assess and compare responses easily. LCC could use this to form a league table of suppliers based on a variety of factors including quality of response and ambitiousness of reduction targets.
6. Ahead of participation in future iterations, supplier engagement programmes that include meetings between members, suppliers and CDP will improve response rates.
7. CDP encourages LCC to issue disclosure requests to the same suppliers again. and to a wider group. Suppliers appreciate consistency in the questions they are asked and the major benefits of the CDP programme are achieved by multi-year membership.

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## Report of Head of Scrutiny and Member Development

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

**Date: 19<sup>th</sup> April 2012**

Subject: Scrutiny Inquiry into Maximising Powers to Promote, Influence and Create Local Employment and Training Opportunities

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 year, the Scrutiny Board agreed to undertake an inquiry into Maximising Powers to Promote, Influence and Create Local Employment and Training Opportunities. This inquiry has now concluded and the Board is in a position to report on its findings and recommendations resulting from the evidence gathered. The Board's draft report will follow and be made available prior to the meeting for Members' consideration.
2. Scrutiny Board Procedure Rule 13.2 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the report is finalised".
3. Any advice received will be reported at the Board's meeting for consideration, before the Board finalises its report.
4. Once the Board publishes its final report, the appropriate Director(s) will be asked to formally respond to the Scrutiny Board's recommendations within three months.

**Recommendations**

5. Members are asked to consider and agree the Board's report following its inquiry into Maximising Powers to Promote, Influence and Create Local Employment and Training Opportunities.

**Background documents**

6. None used

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

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

**Date: 19<sup>th</sup> April 2012**

**Subject: Scrutiny Inquiry into The Engagement of Young People in Culture, Sporting and Recreational Activities.**

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 year, the Scrutiny Board agreed to undertake an inquiry into The Engagement of Young People in Culture, Sporting and Recreational Activities . This inquiry has now concluded and the Board is in a position to report on its findings and recommendations resulting from the evidence gathered. The Board’s draft report will follow and be made available prior to the meeting for Members’ consideration.
2. Scrutiny Board Procedure Rule 13.2 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the report is finalised”.
3. Any advice received will be reported at the Board’s meeting for consideration, before the Board finalises its report.
4. Once the Board publishes its final report, the appropriate Director(s) will be asked to formally respond to the Scrutiny Board’s recommendations within three months.

**Recommendations**

5. Members are asked to consider and agree the Board’s report following its inquiry into The Engagement of Young People in Culture, Sporting and Recreational Activities.

**Background documents**

6. None used