



SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

Meeting to be held in Civic Hall on
Thursday, 22nd November, 2012 at 10.00 am

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

MEMBERSHIP

Councillors

M Rafique (Chair) - Chapel Allerton;
J Akhtar - Hyde Park and Woodhouse;
D Cohen - Alwoodley;
M Lyons - Temple Newsam;
P Wadsworth - Guiseley and Rawdon;
R Harington - Gipton and Harehills;
M Ingham - Burmantofts and Richmond Hill;
J McKenna - Armley;
B Urry - Roundhay;
J Chapman - Weetwood;
J Marjoram - Calverley and Farsley;

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

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A G E N D A

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

3

LATE ITEMS

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

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

4

DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 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 - 18TH OCTOBER AND 1ST NOVEMBER 2012

1 - 10

To confirm as a correct record, the minutes of the meeting held on the 18th October and 1st November 2012.

7

SCRUTINY INQUIRY - BUS SERVICES IN LEEDS

11 - 28

To receive a report of the Head of Scrutiny and Member Development which introduces the first formal session of the inquiry into bus services in Leeds. A report from the Director of City Development is attached which provides evidence for this session of the inquiry.

8

**DRAFT TERMS OF REFERENCE - SCRUTINY
BOARD INQUIRY ON FLOOD RISK
MANAGEMENT**

29 -
34

To receive a report of the Head of Scrutiny and Member Development presenting the draft terms of reference for the inquiry on flood risk management for the Board's approval.

9

WORK PROGRAMME

35 -
72

To receive a report of the Head of Scrutiny and Member Development which presents the current work schedule and the Executive Board minutes for October and November and the Council's current Forward Plan relating to this Board's portfolio.

10

DATE AND TIME OF NEXT MEETING

Thursday, 10am 20th December 2012, Civic Hall, Leeds.

Agenda Item 6

SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 18TH OCTOBER, 2012

PRESENT: Councillor M Rafique in the Chair

Councillors J Akhtar, D Cohen, M Lyons,
P Wadsworth, R Harington, M Ingham,
J McKenna, J Chapman and M Harland

45 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

46 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

47 Late Items

There were no formal late items added to the agenda. However the following supplementary information was circulated at the meeting:

- Agenda Item 7. 'Scrutiny of Flood Risk Management' The draft Local Flood Risk Management Strategy 2012 was circulated for Members information (Minute 51 refers).
- Agenda Item 10. 'Draft Terms of Reference – Scrutiny Board Inquiry on the Role of Leisure and Culture in Promoting Public Health.' The draft terms of reference were circulated (Minute 54 refers).
- Agenda Item 11. 'Work Programme'. Draft terms of reference were circulated for the inquiry on marketing and promotion of the City, in order that the inquiry could commence at the next Board meeting (Minute 55 refers).

48 Declaration of Disclosable Pecuniary and Other Interests

There were no declarations made.

The Board noted that Councillor J McKenna abstained from declaring an interest in light of him receiving training in this area in the near future.

49 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor B Urry with Councillor M Harland in attendance as substitute.

50 Minutes - 20th September 2012

The minutes of the meeting held on 20th September 2012 were approved as a correct record.

51 Scrutiny of Flood Risk Management

The Flood Risk Manager presented a report which provided background for the work of scrutinising Flood Risk Management Authorities on their work on flooding issues. The report also provided information to the Board to help it decide on the level of scrutiny required regarding such issues.

Members discussed the report in detail challenging the Flood Risk Manager on the following points:

The causes of flooding were discussed and the possible actions to reduce the risks of properties flooding. Suggestions were made that care needs to be taken in the planning process to ensure that buildings are not erected on flood plains.

In discussion with the Flood Risk Manager Members identified some issues which they wished to scrutinise in more depth, these being:

- how well the relevant council services perform their respective roles;
- the role of Yorkshire Water; and
- the role of the Environment Agency.

It was noted that the Board would also be formally consulted on the draft Flood Risk Management Strategy as part of the council's budget and policy framework.

Members suggested options for reducing flooding risks including the infrastructure which could be constructed to help with this. In addition to this Members considered the existing infrastructure and emphasised the importance of ensuring this is maintained.

The Flood Risk Manager was also asked to provide information to Members on door replacements for properties at risk of flooding and the cost of these doors.

RESOLVED –

(a) that further scrutiny be undertaken in this area focusing on:

- how well the relevant council services perform their respective roles;
- the role of Yorkshire Water; and
- the role of the Environment Agency .

that information requested by Members in relation to provision for door replacements at flood affected properties and the costs of these be provided.

52 Proposals For New Council Approach to Environmental Issues in Procurement

The Chief Officer (Public Private Partnerships and Procurement Units) submitted a report which acknowledged Member interest in the environmental credentials and performance of Council suppliers. The report also updated the Board on proposed changes to the Council's approach to such issues, which will be brought about as part of the transforming procurement programme.

Philippa Toner (Senior Executive Manager) and Peter Leighton-Jones (Project Officer) were in attendance to answer Members' questions.

Members discussed the report in detail. They requested further information on the consideration given to the cumulative impact on local people's health of the procurement of an incineration plant in East Leeds, given other facilities in the area .

Members considered that it was important that policies and processes used in the procurement process were made publicly available to ensure that bidding for Council contracts was open to all and that appropriate standards for each type of procurement be adopted. Following on from this Members thought it important that value for money was achieved by the Council within an overall objective of saving money.

The Board asked officers present to explain in more detail Appendix 1 (attached to the report) specifically in relation to the type of contracts that might produce a 'quick win'.

Members also discussed with officers what opportunities there were for influencing others outside the Council to adopt similar approaches to improve the environmental performance of the City.

RESOLVED –

That the Scrutiny Board notes the report and offers its support and commitment to the proposals detailed.

53 Recommendation Tracking - The engagement of young people in culture, sporting and recreational activities

The Chief Libraries, Arts and Heritage Officer and Director of Children's Services submitted a report which reported on the actions taken to deliver the recommendations of the 2011/12 Board.

Draft minutes to be approved at the meeting
to be held on Thursday, 1st November, 2012

The Chief Libraries, Arts and Heritage Officer (Catherine Blanshard) and the Head of Service for Young People and Skills (Ken Morton) were in attendance.

Councillor Chapman reported on the work of the Scrutiny Board (Children and Families) in relation to the Youth Service review.

Members voiced concerns that all children in Leeds had still not been issued a Breeze Card despite this being something that was requested by Members last year. Members considered that officers should devise a system to establish which children have not received a Breeze Card and then follow this up by issuing them with one.

Members considered it important that in terms of providing youth services in the City that there is no duplication of effort by differing services and that responsible departments co-ordinate their resources.

Members thought it important that various sports be offered to children in the City in order to encourage participation.

RESOLVED – that the following actions be taken with regards to the Recommendations detailed within the report:

- Recommendation 1 – that this recommendation be signed off;
- Recommendation 2 – that a further report on the universal issue of Breeze Cards to young people be submitted prior to budget decisions being taken; and
- Recommendation 6 – that the Board continues to monitor progress against this recommendation.

54 Draft Terms of Reference - Scrutiny Board inquiry on the role of leisure and culture in promoting public health

The Principal Scrutiny Advisor presented a report of the Head of Scrutiny and Member Development which asked Members to comment on and agree the terms of reference for the inquiry.

RESOLVED – That the Board agrees the terms of reference for the inquiry subject to any comments received between the close of the meeting and Friday 26th October 2012.

55 Work Programme

The Board received a report of the Head of Scrutiny and Member Development which considered the Board's work schedule for the forthcoming municipal year.

Members discussed the scheduling of the further work that the Board agreed to take on in relation to Flood Risk Management (Minute 51 refers). It was

Draft minutes to be approved at the meeting
to be held on Thursday, 1st November, 2012

agreed that the Chair and the Principal Scrutiny Adviser would bring back a proposal to the Board.

RESOLVED –

- (a) that the work schedule be noted; and
- (b) that the draft terms of reference for the inquiry on marketing and promotion of the City be approved, subject to any comments received between the close of the meeting and Friday 26th October 2012, in order that the inquiry can commence at the next Board meeting.

56 Date and time of next meeting

10am, Thursday 22nd November 2012 (a pre – meeting will commence at 09:30am for Board Members).

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SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 1ST NOVEMBER, 2012

PRESENT: Councillor M Rafique in the Chair

Councillors J Akhtar, D Cohen, M Lyons,
R Harington, M Ingham, J McKenna,
B Urry, J Procter, B Anderson and
S Bentley

57 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

58 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

59 Late Items

There were no formal late items submitted to the agenda. However supplementary information relating to Agenda Item 6 – ‘Leeds Local Development Framework Core Strategy – Appendix 2 maps’ had been previously circulated and published.

Also circulated at the meeting were summarised comments from the Scrutiny Board (Health and Wellbeing and Adult Social Care) on Leeds’ draft Local Development Framework Core Strategy. It was noted that this document was only received immediately prior to the meeting and as such had not been fully considered by Members present.

60 Declaration of Disclosable Pecuniary and Other Interests

There were no declarations made.

61 Apologies for Absence and Notification of Substitutes

Apologies were received from Councillors P Wadsworth (J Procter substituting), J Chapman (S Bentley substituting) and J Marjoram (B Anderson substituting).

62 Leeds Local Development Framework Core Strategy

The Head of Scrutiny and Member Development submitted a report which presented the Leeds Local Development Framework Core Strategy (Core Strategy) to the Board. The Core Strategy forms part of the Council’s budget and policy framework and the Board was invited to make formal comments

before the final draft is considered by the Executive Board for recommendation to full Council.

Present to discuss the Leeds Local Development Framework Core Strategy with Members were:

Cllr P Gruen – Executive Member for Neighbourhoods, Planning and Support Services;
Cllr N Taggart – Chair of Development Plan Panel;
Cllr J Illingworth – Chair of Scrutiny Board (Health & Wellbeing and Adult Social Care); and
Steve Speak – Deputy Chief Planning Officer.

Councillor Gruen introduced the Leeds Local Development Framework Core Strategy to the Board. He highlighted the challenges faced by the Council both currently and in the future. He highlighted that new homes will be built across Leeds but that the Council had an opportunity to make sure that these properties are built in the right places.

Steve Speak went on to take Members of the Board through the chronology of the development of the Leeds Local Development Framework Core Strategy from its inception in 2006. Further to this Councillor Taggart confirmed that this Strategy has been scrutinised throughout its development through the work of the Development Plan Panel.

Councillor Illingworth addressed the Board and voiced his concerns about the importance of the links between spatial planning and public health. It was highlighted to the Board that deprivation is a serious issue in Leeds which is often masked by the affluence of outer suburbs.

Members went on discuss the report in detail firstly welcoming the Core Strategy and highlighting the importance of the Strategy being approved and adopted as soon as possible, and given a chance to succeed.

The Board expressed concern about the potential for confusion and future dispute arising from the current format of the key diagram, particularly in relation to the indicative depiction of potential new housing locations.

Having been informed that the diagram was a required element of the strategy, Members welcomed the support of the Executive Member and officer present to the proposal to add an appropriate note to the diagram and to emphasise the overriding importance of policy SP7 (Distribution of Housing Land and Allocations).

Members considered it important that the Core Strategy should be able to stand up to legal challenges and appeals that might occur in the future. The Board were informed of the engagement that had taken place with Counsel in the preparation of the strategy.

Members also commented that there were a number of drafting issues with the Core Strategy and thought it important that such documents are proof read before they are published.

Members debated the meaning of sustainable development and how this can be achieved economically, environmentally and in terms of education. At this point Members also highlighted the importance of maintaining allotments as green spaces and suggested that the Core Strategy should make more significant references to this issue. It was also suggested that specific reference to Leeds as a Child Friendly City needed to be included.

Public health was discussed by the Board, specifically that of the inner city, and it was agreed that the comments from the Scrutiny Board (Health and Wellbeing and Adult Social Care) should be included with the comments sent to the Executive Board.

Members also discussed the Site Specific Allocation process which is currently being progressed, and stressed that Member views needed to be taken into account.

The Chair sought reassurance that the core strategy reflected the Board's previous recommendation to include employment and skills obligations in planning applications over a certain threshold.

Discussions concluded with the Chair summarising the meeting stating that Members welcomed the Core Strategy and accepted the need for it to move forward.

RESOLVED –

(a) that the Board's comments be drafted by the Principal Scrutiny Adviser and agreed by email correspondence.

(b) that the comments of the Board be submitted to the Executive Board alongside the comments of the Scrutiny Board (Health and Wellbeing and Adult Social Care) in their entirety.

63 Date and time of next meeting

10 am, Thursday 22nd November 2012, Civic Hall, Leeds. (A pre-meeting will take place for Members at 09:30am.)

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 22 November 2012

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

Summary of main issues

1. The Board decided at its first meeting that it wished to carry out an inquiry on bus services this year. A working group meeting was held on 2 August to meet with representatives from City Development and Metro to scope the inquiry, resulting in the attached terms of reference for the inquiry being agreed by the Board (Appendix 1).
2. The first formal session of the inquiry was scheduled for November. A report from the Director of City Development is attached providing evidence for this session of the inquiry (Appendix 2). Officers from City Development and Metro will be at the meeting to respond to members' questions and comments.
3. The next session of the inquiry is scheduled for the Board's next meeting on 20 December 2012, as set out in the terms of reference.

Recommendation

4. The board is requested to consider the issues raised by this session of the inquiry.

Background documents¹

None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Scrutiny Board (Sustainable Economy and Culture)

Bus Services in Leeds

Terms of reference

1.0 Introduction

- 1.1 One of the priorities in the City Priority Plan for Leeds under the banner of 'best city for business' is to "improve journey times and the reliability of public transport".
- 1.2 Following on from the Board's inquiry in 2011/12 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, Members agreed that they wished to carry out an inquiry this year looking specifically at how to encourage increased bus patronage in Leeds.
- 1.3 A working group meeting was held on 2 August with representation from City Development directorate and Metro, to scope the proposed inquiry. At the working group we were made aware of 2 major consultations being carried out by the West Yorkshire Integrated Transport Authority, which are scheduled to take place in late 2012 and will affect the future of bus services in Leeds.
- 1.4 The first of these is the Area Bus Network Review Programme, which is a review of services across West Yorkshire. The review is being carried out on a phased basis and will be taking place in Leeds over the coming months, for implementation in the second half of 2013.
- 1.5 The second is the proposal to introduce a Bus Quality Contract Scheme in West Yorkshire. The proposals will be subject to a formal statutory public consultation process.
- 1.6 It is proposed that the Scrutiny Board times its work in order to include participation in these consultations as one strand of the inquiry.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is:
 - To make an assessment of and, where appropriate, make recommendations on what can be done to encourage more people to use buses in Leeds;
 - To participate in the consultations on proposed changes to bus services in Leeds arising from the Area Bus Network Review Programme, and the proposed bus quality contract scheme for West Yorkshire.

- 2.2 The Board hopes that its findings will provide a timely and positive contribution to achieving the city priority to “improve journey times and the reliability of public transport”.

3.0 Comments of the relevant director and executive member

- 3.1 Scrutiny Board procedure rules require that the Board consults with the relevant Executive Member and Director on the terms of reference for its inquiries. Any views will be communicated to the Board. Officers from City Development Directorate and Metro contributed directly to the scoping of the inquiry.

4.0 Timetable for the inquiry

- 4.1 The inquiry will take place in November and December 2012.
- 4.2 The inquiry will conclude with the publication of a formal report setting out the board’s conclusions and recommendations. The Board may also make specific submissions as part of the two consultation processes.

5.0 Submission of evidence

5.1 Scrutiny Board meetings – 22 November 2012 and 20 December 2012

The evidence for this inquiry will include:

- Background and context to deregulation of bus services
- Information on the role of the West Yorkshire Integrated Transport Authority in relation to bus services
- Update on current key issues, eg ticketing, fares, journey times, reliability, routes
- Opportunities and barriers in relation to increasing bus usage
- Issues of local accountability and governance for Leeds in relation to the provision of bus services
- The role of the Highway Authority
- Background and context to the Area Bus Network Review programme, information on the consultation process and details of the proposals for Leeds
- Overview of Bus Quality Contract schemes and details of the proposals for the West Yorkshire Bus Quality Contract Scheme

The board will then consider emerging conclusions and recommendations to inform the production of the final inquiry report.

- 5.2 The inquiry will be supported by officers from Metro and the City Development Directorate. Other witnesses will be invited as appropriate, including bus service providers and passenger representatives.

6.0 Equality, Diversity and Cohesion and Integration Issues

- 6.1 Where appropriate, all terms of reference for work undertaken by the Scrutiny Boards will include
To review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the council's Equality and Diversity scheme, and on the council's Cohesion and Integration Priorities and Delivery Plan.
- 6.2 The objectives of this inquiry particularly reflect the following theme from the council's Equality and Diversity scheme:
Service Delivery – Leeds City Council provides fair access to services which meet the needs of our diverse communities and individuals. However it is recognised that Leeds City Council does not directly provide bus services.

7.0 Monitoring Arrangements

- 7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of recommendations.

8.0 Measures of success

- 8.1 It is important to consider how the Board will deem whether its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.
- 8.2 The Board will look to publish practical recommendations.

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Report of Director of City Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 22 November 2012

Subject: BUS SERVICES IN 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 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 September 2012 meeting the Board considered Terms of Reference for an inquiry into "bus services in Leeds".
2. This report provides initial information on:
 - Background and context to deregulation of bus services
 - Information on the role of the West Yorkshire Integrated Transport Authority in relation to bus services
 - The role of the Highway Authority
 - Opportunities and barriers in relation to increasing bus usage
3. A further session of the inquiry will focus on future strategy and delivery:
 - Update on current key issues, eg ticketing, fares, journey times, reliability, routes
 - Issues of local accountability and governance for Leeds in relation to the provision of bus services
 - Background and context to the Area Bus Network Review programme, information on the consultation process and details of the proposals for Leeds
 - Overview of Bus Quality Contract schemes and details of the proposals for the West Yorkshire Bus Quality Contract Scheme

Recommendations

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

1 Purpose of this report

- 1.1 This report provides Members with initial background information on bus services in Leeds.

2 Background information

- 2.1 As Members will be aware the Council does not have a statutory responsibility for the co-ordination, provision or financial support of bus services, which in West Yorkshire lies with the West Yorkshire Integrated Transport Authority (Metro). As a Highway Authority the Council works with Metro to develop and implement a Local Transport Plan in line with the requirements of the Local Transport Act 2008. Through this the Council has an input to Metro's public transport policies but does not have any powers in relation to the provision of services.
- 2.2 Leeds City Council, as the Local Highway Authority have the following duties with regard to buses in accordance with the acts of parliament outlined below;
- The Highway Act (1980), which sets out the main duties of highway authorities in England and Wales, with regard to the management and operation of the road network. This legislation relates to the creation, maintenance and improvement of the highway. In terms of provision for buses, this act gives the Highway Authority the responsibility for the creation, maintenance and improvement of bus infrastructure, for example bus lanes and traffic light priority measures.
 - The Traffic Management Act (2004), which establishes a new duty for local traffic authorities to secure 'the expeditious movement of traffic on the authority's road network' to tackle congestion and disruption on the road network, includes the movement of buses.
 - Under the provisions of the Road Traffic Regulation Act (1984), local authorities can implement 'Traffic Regulation Orders'. A traffic regulation order (TRO) is the legal instrument by which traffic authorities implement most traffic management controls on their roads. TROs are designed to regulate, restrict or prohibit the use of a road, or any part of the width of a road by vehicular traffic or pedestrians.
 - The Transport Act 2000 made a number of reforms to local transport planning and delivery, including the requirement on all local transport authorities in England outside of London to produce a Local Transport Plan, and new powers for local authorities to enter into Quality Partnerships with bus operators and to introduce Road User Charging Schemes and Workplace Parking Levies.
 - In November 2005, new regulations enabled local authorities outside London to carry out camera enforcement of bus lanes provided that their area had been designated as a permitted/ special parking area under the provisions of Schedule 3 of the Road Traffic Act 1991 undertaking enforcement by way of the Decriminalised Parking Enforcement (DPE) provisions. A number of local authorities have adopted these powers to enforce bus lanes.

- 2.3 The Local Transport Plan (LTP3), is a 15-year plan setting out West Yorkshire's transport needs and ambitions until 2026, under the themes of Asset Management, Travel Choices, Connectivity and Enhancement to the transport system. There are a number of LTP3 proposals that relate to increasing bus patronage, one of the key proposals is for a new approach to working with bus operators in order to address the sustained decline of bus patronage, a summary of the LTP3 proposals relevant to this report is given in Appendix 1.

3 Main issues

- 3.1 The Transport Act (1985) radically changed the bus industry by deregulating bus services and the subsequent privatisation of many of the publicly owned municipal bus companies. Deregulation replaced the existing licensing system with a system of registration, removing the duties of Local Authorities to co-ordinate public passenger transport. Bus companies could therefore choose to operate any services on a commercial basis. In conjunction with this deregulation, Public Transport Authorities were given powers to secure, using subsidies, socially necessary services.
- 3.2 Most bus services throughout West Yorkshire are provided by commercial operators such as First and Arriva without subsidy from Metro. Metro fund the operation of socially necessary bus services which do not generate enough passengers to be self funding or profit making. Whilst Metro works closely with bus operators in the design and operation of the network, it can only act in an advisory capacity for those services for which it does not directly pay for. Metro will work with operators to address issues concerning commercial services. Whilst they can encourage them to consider service issues they cannot direct them to do so.
- 3.3 Nationally there has been a long standing concern regarding bus industry domination by a small number of large companies, rival operator behaviour, and the absence of a regulatory framework. Bus patronage has been declining in West Yorkshire from 235 million journeys in 1995/1996 to an estimated 180 million in 2011/12. This has been accompanied by a reduction in service levels and sustained above inflation fare increases. These are significant issues for the Authority because the consequences include reduced productivity, increased CO2 emissions and reduced quality of life through increased congestion and reduced accessibility.
- 3.4 The current legislative position with regards to bus provision is set out in the Local Transport Act (2008), which seeks to give local authorities and Integrated Transport Authority the right mix of powers to improve the quality of local bus services, strengthening the powers to regulate bus services. Local authorities were granted the power to review and propose their own arrangements for local transport governance to support more coherent planning and delivery of local transport, this includes the options for quality bus partnership schemes and quality bus contract schemes.

4 Opportunities and Barriers to Increasing the Level of Bus Patronage

- 4.1 The section below outlines the opportunities and barriers in relation to the following five key issues

- 1) Integration of Bus Services
- 2) Bus Ticketing
- 3) Bus Reliability and Punctuality
- 4) Bus User Satisfaction
- 5) Journey Speed and Congestion

1) Integration of Bus Services

- 4.2 A high quality integrated bus network for Leeds and West Yorkshire is key to achieving Local Transport Plan objectives. Reconciling the goal of achieving a highly integrated approach to service planning and delivery, and the present deregulated framework for local bus services is a major challenge.
- 4.3 Proposal 16 of LTP3 outlines aspirations for a 'new framework for local bus services as part of an integrated transport system', through the implementation of a Quality Bus Contract Scheme (QBCS) to help deliver improved local bus services in West Yorkshire, replacing the existing deregulated market with a system of contracts, as currently operates in London.
- 4.4 Under a QBCS, the Integrated Transport Authority (or local authority) specifies the bus services that are to be provided in the area of the scheme, and invites tenders from operators to provide those services under contract. The ITA has approved a further period of consultation on the preferred approach, which will involve further discussion with District Councils, bus operators, neighbouring authorities, the public and other interested parties. The discussions with the District Councils will provide an opportunity to explore risk and risk management, accountability and complementary highway measures.

2) Bus Ticketing

- 4.5 LTP3 consultation found that high fares and concern about value for money are discouraging bus users. The average adult peak fare for all operators in West Yorkshire increased from £1.08 to £1.66 between 2004 and 2010, an increase of 54%, while RPI has increased by 20% in comparison. In addition to cost, ticket type inflexibility and lack of integration are key issues for bus users.
- 4.6 There is also a high cost associated with some of Metro's products compared to other Transport Authorities in the country, and single operator products,. Current ticketing prices are set by the West Yorkshire Ticketing Company (which includes bus operators), and for some time Metro has expressed concern that the operators' own tickets are being sold at a more competitive price.
- 4.7 The implementation of smartcard ticketing offers the potential for speeding up boarding times and reducing queuing, and ultimately improving journey times, allowing passengers to load tickets or credit in advance of travel. Proposal 15 of LTP3 outlines the aspiration to for West Yorkshire to 'develop and use integrated ticketing and smart card technology to facilitate seamless travel across modes'. Discussions with operators regarding the implementation of smartcard ticketing are ongoing. The roll-out of the project will be implemented through a partnership arrangement with some activities being managed through the West Yorkshire Ticketing Company under the deregulated bus framework. Opportunities to

implement integrated ticketing also exist through proposal 16 of LTP3 QBCS outlined in 4.3 above.

3) Bus Reliability and Punctuality

4.8 Bus Reliability and Punctuality are both key concerns for bus users that directly affect customer satisfaction levels and the perception of bus service quality. Bus reliability is the proportion of scheduled commercial services operated, while bus punctuality measures punctuality of bus performance against the operation timetable. The average reliability performance in 2010/11 was 99.04% which, whilst an improvement on 2009/10 (98.73%), fell short of the target of 99.5% of all bus services operating.

4.9 Bus punctuality is measured using data obtained from the “yournextbus” real time system. The major influencing factors in punctuality include traffic congestion, passenger boarding and alighting times, setting realistic operational timetables and drivers ability to keep to time. Bus punctuality has improved but it is still a key concern for users.

4) Bus User Satisfaction;

4.10 Customer satisfaction levels are used as a key Indicator for LTP3. Surveys from Metro’s Tracker survey tell us what people think of different aspects of West Yorkshire’s transport network. They are a key measure of the quality of services being provided and can help identify areas where improvement is needed. Bus service satisfaction is lower than recent phone survey but close to the mean since Metro Tracker inception in 2004 See Appendix 2 for details.

5) Bus Journey Speed and Congestion;

4.11 The time taken to make a journey can vary significantly throughout the day and from day to day according to traffic conditions. This makes it hard to plan journeys and can add costs to businesses in terms of time and resource required to deliver goods and services.

4.12 Journey time variability is one of the Key LTP3 Indicators and targets, The indicator reports the proportion (length) of the WY core bus network where journey time variability in the weekday morning peak period is equivalent to inter-peak conditions. The target is to increase this proportion from the current baseline position of 33% in 2010 to 50% by 2026.

4.13 A map of Leeds District Bus Lanes can be found in appendix 3. There is a total of 20.5km (12.8 miles) of buses lanes within the Leeds District. 4.1 km (2.6 miles) of Bus Guideway and 5.5 KM (3.4 miles) of High Occupancy Vehicle Lanes.

4.14 As outlined in paragraph 2.2, the Council as the Highway Authority has a responsibility for the creation, maintenance and improvement of bus lanes and associated bus infrastructure, which can have a direct impact on improving journey speed and reducing congestion for bus users. Within the Draft Leeds Local Implementation Plan, the Council has set out our short term LTP3 implementation proposals. The Council will continue to deliver a programme of improvements to bus priority on radial routes into Leeds, including

enhancements to the existing guided bus ways. The current documents and workstreams will feed into the three year review of the LTP and the preparation of an updated West Yorkshire implementation plan for the period 2014-17.

4.15 The main bus priority interventions in the first three years of the LTP3 are:

- A65 Quality Bus Corridor [Complete].
- A647 Canal Street outbound bus lane [Complete].
- Harrogate Road, Chapel Allerton bus priority scheme.
- Commence delivery of a series of transport hubs across the city at key locations.
- Bus priority measures associated with a bus Park & Ride [Elland Road, Leeds, under consideration].
- Continued development of the Bus Lane Enforcement (BLE) project [Roll out to all bus lanes in Leeds approved].
- Traffic Light Priority [62 out of 66 junctions are now operational].

4.16 The locations for bus priority treatment, such as traffic signal priority for buses and additional bus/HOV lanes, have previously been identified based on reported and observed problems with delays and reliability along particular routes. More recently, new schemes have started to be identified through the use of information from the Automatic Vehicle Location detection system to identify more precisely delays and verify the other data sources. This system provides Real Time Information on the running times of bus services across West Yorkshire, and the information from this system can be used to highlight where services are experiencing delays and where improvements are required.

4.17 The West Yorkshire Integrated Transport Authority (Metro) and the bus operators have reported the use of bus lanes by other vehicles as a major issue affecting service punctuality and encouraged the Council to adopt bus lane enforcement as a solution. Leeds utilised the new powers available under the road traffic act, to develop a pilot scheme enforcing city centre bus lane locations using cameras. The enforcement cameras are automated and then all recorded events are independently reviewed by two Parking Services personnel before a ticket is issued.

4.18 The pilot phase 1 scheme implemented in July 2011, has seen offences at 5 city centre sites reduce by 82%. Phase 2 of the scheme will extend the camera enforcement of bus lanes and bus gates to the remaining sites across Leeds and extend the benefits gained from the pilot to other bus lanes. Buses travelling through key city centre locations where enforcement is being carried out have seen bus journey times improve by up to 1 minute, compared to the same time period last year (before enforcement)

5 Corporate Considerations

5.1 Consultation and Engagement

5.1.1 Transport cannot be planned effectively in isolation because it has a wider role to play in the achievement of a range of social, environmental and economic objectives. The Local Transport Plan was developed through partnership working,

engagement and consultation with a range of partners and stakeholders. The engagement and consultation involved three rounds of formal public consultation.

5.1.2 Highways and Transportation schemes are subject to the following four stage consultation process;

- Stage 1 – Internal Scheme Development Consultation List (Technical).
- Stage 2 – External Scheme Development Consultation List (Key Stakeholders).
- Stage 3 – Public Engagement Consultation List.
- Stage 4 – Review Feedback, Report Back Findings & Recommendations.

5.2 **Equality and Diversity / Cohesion and Integration**

5.2.1 The development of bus strategy and transport interventions is being accompanied by full Equality Impact Assessments as appropriate by the LTP partners, Metro and the five district councils in line with their respective procedures for such assessments.

5.3 **Council Policies and City Priorities**

5.3.1 The provision and future development of high quality bus services in the city contributes is a priority within the Local Transport Plan and transport strategy and 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.

5.4 **Resources and Value for Money**

5.4.1 This report has no specific resource and value for money implications.

5.5 **Legal Implications, Access to Information and Call In**

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

5.6 **Risk Management**

5.6.1 This report has no risk management implications. Processes for risk and project management form part of the various projects related to the bus strategy being progressed by the City Council and Metro.

6 **Conclusions**

6.1 This report has presented an initial overview of the background position to the provision of bus services in Leeds, in the context of the history of the deregulation and privatisation of the bus industry. The report outlines the current legislative position of the Council as the Local Highway Authority.

6.2 A further session of the inquiry will focus on future strategy and delivery governance for Leeds in relation to the provision of bus services; Background and context to the Area Bus Network Review programme, information on the consultation process and details of the proposals for Leeds, Overview of Bus

Quality Contract schemes and details of the proposals for the West Yorkshire Bus Quality Contract Scheme.

7 Recommendations

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

8 Background documents ¹

None

Appendix 1; West Yorkshire Local Transport Plan 3, Proposals relating to buses

Proposal Number	Page	Summary of details
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¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

1	49	Prioritise asset management and maintenance standards according to a hierarchy of key transport route networks and users that best supports the Plan.
2	50	Work with partners to ensure that all assets are maintained and managed to a standard that is suitable and sufficient for their desired use .
4	51	Use new network management practices to minimise congestion and ensure efficient recovery from disruption .
7	55	Implement a targeted programme of travel behaviour change including marketing, information, education and support activities .
8	56	Develop and provide tailored, interactive, readily available information and support that encourages and incentivises more sustainable travel choices on a regular basis.
11	58	Strengthen demand management and enforcement to gain maximum benefit from measures to enable more sustainable choices.
13	62	Define and develop a core, high-quality, financially sustainable network of transport services that will provide attractive alternatives to car travel .
14	63	Improve interchange and integration including the development of transport hubs .
15	64	Develop and use integrated ticketing and smartcard technology to facilitate seamless travel across modes .
16	65	Introduce a new framework for local bus services as part of an integrated transport system .
17	66	Develop a new model for transport planning at a community level to enhance local accessibility .
20	4	Address barriers to travel , including the use of concessionary fares schemes .
24	27	Get better use from the existing network including investing in additional capacity to address congestion and overcrowding at key locations.

Appendix 2; Metro Tracker 2011

Bus Service – Satisfaction Ratings (WYITE Tracker Survey 2011)

Table 6.6	User	Non User
Frequency of the service	7.45	7.12
Whether the service arrives on time	7.35	7.20
Quality and cleanliness	7.18	6.61
Amount of over-crowding	6.87	6.72
Helpfulness of driver/conductor	6.95	6.69
Personal safety while traveling	8.06	7.80
Personal safety while waiting at the stop	8.05	7.61
How easy it is to get on/off	8.75	8.97
State of the bus stop/station	7.69	7.43

Key: Ratings scored on scale of 1 (very dissatisfied) to 10 (very satisfied)

Bus Service Satisfaction (WYITE Tracker Survey 2011)

Table 6.17	Wave 1	Wave 2	Wave 3	Wave 4	Wave 5	Wave 6	Wave 7	Wave 8	Wave 9	Wave 11
Bus service overall users	6.95	6.98	7.07	7.10	7.00	7.45	7.63	7.69	8.03	7.2
Bus service overall non users	5.88	6.35	6.53	6.22	6.29	6.63	7.11	7.11	7.30	6.4

Wave 1 (2004), Wave 11 (2011)

Key: Ratings scored on scale of 1 (very dissatisfied) to 10 (very satisfied)

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 22 November 2012

Subject: Draft terms of reference – Scrutiny Board inquiry on flood risk management

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

- At the Board's meeting in October, Members received a briefing on flood risk management in Leeds, and agreed that they wished to carry out further scrutiny of this topic focused on the following areas:
 - how well the relevant council services perform their respective roles;
 - the role of Yorkshire Water; and
 - the role of the Environment Agency
 It was noted that the Board would also be formally consulted on the draft Flood Risk Management Strategy as part of the council's budget and policy framework.
- Draft terms of reference for the inquiry are attached for the Board's approval.

Views of the director and executive member

- The Scrutiny Board Procedure Rules also require that, where a Scrutiny Board undertakes an Inquiry, the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference. These views will need to be taken into account in finalising the terms of reference. Any comments received on the draft terms of reference will be reported to the Board at the meeting.

Recommendation

- The Board is requested to agree the terms of reference for the inquiry.

Background papers¹

None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Scrutiny Board (Sustainable Economy and Culture)

Flood Risk Management

Draft terms of reference

1.0 Introduction

- 1.1 The Flood and Water Management Act 2010 requires all lead Local Flood Authorities to review and scrutinise the actions of Flood Risk Management Authorities that may affect their local area.
- 1.2 The Scrutiny Board (Sustainable Economy and Culture) has been designated as the relevant Scrutiny Board to undertake this statutory scrutiny function for Leeds.
- 1.3 The Scrutiny Board received briefings on the flood risk management function in March and October 2012. Arising from these briefings the Board decided to carry out some further in depth inquiry work with council services and partners.
- 1.4 It was agreed that this further work should focus on the following areas:
 - How well the relevant council services perform their respective roles;
 - The role of Yorkshire Water; and
 - The role of the Environment Agency
- 1.5 The authority is required to prepare a Local Flood Risk Management Strategy, which forms part of the council's budget and policy framework. If the draft strategy is at an appropriate stage of development, it will be considered by the Board as part of the inquiry in line with the budget and policy framework procedure rules.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the work of the council and its partners to address flood risks in Leeds.
- 2.2 The Board hopes that its findings will provide a timely and positive contribution to the development of the city's flood risk management approach.

3.0 Comments of the relevant director and executive member

- 3.1 Scrutiny Board procedure rules require that the Board consults with the relevant Executive Member and Director on the terms of reference for its inquiries. Any views will be communicated to the Board.

4.0 Timetable for the inquiry

- 4.1 The inquiry will take place in spring 2013.
- 4.2 The inquiry will conclude with the publication of a formal report setting out the board's conclusions and recommendations.

5.0 Submission of evidence

5.1 Session One – Scrutiny Board meeting 21 March 2013

The evidence for this session will cover the role and contribution of the various relevant council services including the Flood Risk Management team, Highways and Planning to managing flood risk in Leeds.

5.2 Session 2 – Scrutiny Board meeting 18 April 2013

The evidence for this session will cover the role and contribution of Yorkshire Water and the Environment Agency to managing flood risk in Leeds.

- 5.3 If the draft Local Flood Risk Management Strategy is at an appropriate stage of development, it will be considered by the Board as part of the inquiry.
- 5.4 The inquiry will be supported by officers from City Development Directorate. Yorkshire Water and the Environment Agency will also be invited to participate.

6.0 Equality, Diversity and Cohesion and Integration Issues

- 6.1 Where appropriate, all terms of reference for work undertaken by the Scrutiny Boards will include
To review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the council's Equality and Diversity scheme, and on the council's Cohesion and Integration Priorities and Delivery Plan.
- 6.2 This inquiry is not specifically related to any of the council's Equality Improvement Priorities.

7.0 Monitoring Arrangements

- 7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of recommendations.

8.0 Measures of success

- 8.1 It is important to consider how the Board will deem whether its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.
- 8.2 The Board will look to publish practical recommendations.

DRAFT

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 22 November 2012

Subject: Work Schedule

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

Summary of main issues

1. The Board's current work schedule is attached as appendix 1. The work schedule reflects decisions made at the Board's meeting in October. It will be subject to change throughout the municipal year.
2. Also attached as appendix 2, 3 and 4 are the Executive Board minutes for October and November and the Council's current Forward Plan relating to this Board's portfolio.

Recommendations

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

Background documents¹

None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	June	July	August
Marketing and promotion of the City			
Bus services in Leeds			Draft terms of reference WG 2/8/12
The role of Leisure and Culture in promoting public Health			Draft terms of reference WG 30/8/12
Transport			
Annual review of Partnership			
Requests for Scrutiny		Call In (Hackney Carriages in bus lanes) SB 12/7/12	
Briefings	Equality Indicators SB 28/6/12		
Budget & Policy Framework Plans			
Flood Risk Management			
Recommendation Tracking		<ul style="list-style-type: none"> • Young People's engagement in cultural, sporting and recreational activities • Maximising Powers to Promote, Influence and create Local Employment and Skills Opportunities SB 12/7/12	
Performance Monitoring	Quarter 4 performance report SB 28/6/12		

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Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	September	October	November
Marketing and promotion of the City	Introduction from Marketing Leads SB 20/9/12	Draft terms of reference WG 11/10/12	
Bus services in Leeds	Agree terms of reference SB 20/9/12		Session 1 SB 22/11/12
The role of Leisure and Culture in promoting public Health		Agree terms of reference SB 18/10/12	
Transport	Evidence gathering (Continuation of work commenced in 2011/12) SB 20/9/12		
Annual review of Partnership			
Requests for Scrutiny			
Briefings		Visit to Arena 16/10/12 Report requested by Board April 2012 with regard to ensuring our contractors are set CO ₂ targets which are monitored SB 18/10/12	
Budget & Policy Framework Plans			Core Strategy SB 1/11/12
Flood Risk Management		Report on current position SB 18/10/12	Agree terms of reference SB 22/11/12
Recommendation Tracking		Young People's engagement in cultural, sporting and recreational activities SB 18/10/12	
Performance Monitoring	Quarter 1 performance report SB 20/9/12		

Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	December	January	February
Marketing and promotion of the City	Session 1 SB 20/12/12	Session 2 SB 24/1/13	
Bus services in Leeds	Session 2 SB 20/12/12		
The role of Leisure and Culture in promoting public Health			Session 1 SB 21/2/13
Annual review of Partnership			
Requests for Scrutiny			
Briefings			To consider how S106 obligations are monitored and tracked, the current position with outstanding/overdue obligations and the arrears of S106 funding SB 21/2/13
Budget & Policy Framework Plans		To receive Executive Board's initial budget proposals SB 24/1/13	
Flood Risk Management			
Recommendation Tracking		Maximising Powers to Promote Influence and Create Local Employment and Skills Opportunities SB 24/1/13 Young People's engagement in cultural, sporting and recreational activities Further report on recommendation 2 SB 24/1/13	
Performance Monitoring	Quarter 2 performance report SB 20/12/12		

Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	March	April	May
Marketing and promotion of the City			
Bus services in Leeds			
The role of Leisure and Culture in promoting public Health	Local case study WG 3/13 Date TBC	Session 2 SB 18/4/13	
Annual review of Partnership	To undertake "critical friend" challenge SB 21/3/13		
Requests for Scrutiny			
Briefings			
Budget & Policy Framework Plans			
Flood Risk Management	Session 1 SB 21/3/13	Session 2 SB 18/4/13	
Recommendation Tracking		Young People's engagement in cultural, sporting and recreational activities SB 18/4/13	
Performance Monitoring	Quarter 3 performance report SB 21/3/13		

EXECUTIVE BOARD

WEDNESDAY, 17TH OCTOBER, 2012

PRESENT: Councillor K Wakefield in the Chair

Councillors J Blake, M Dobson, P Gruen,
R Lewis, L Mulherin and A Ogilvie

Councillor R Downes – Substitute Member
Councillor C MacNiven – Substitute Member
Councillor J Procter – Substitute Member

79 **Substitute Members**

Under the terms of Executive and Decision Making Procedure Rule 2.3, Councillors J Procter, R Downes and C MacNiven were invited to attend the meeting on behalf of Councillors A Carter, S Golton and L Yeadon respectively, who had all submitted their apologies for absence from the meeting.

80 **Exempt Information - Possible Exclusion of the Press and Public**

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

- (a) Appendix 1 to the report referred to in Minute No. 84 under the terms of Access to Information Procedure Rule 10.4(3) and Appendix 2 to the same report under the terms of Access to Information Procedure Rule 10.4(5) on the grounds that the information contained within the Appendices relates to the financial or business affairs of any particular person (including the authority holding that information). Specifically, Appendix 1 relates to costs which are confidential due to the competition to attract the Tour, whilst Appendix 2 includes details of the Heads of Terms of any contract between Welcome to Yorkshire and Leeds City Council. It is therefore considered that the public interest in maintaining the content of Appendix 1 and 2 as exempt outweighs the public interest in disclosing the information.
- (b) Appendix B to the report referred to in Minute No. 92 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains information relating to the financial and business affairs of GMV –Twelve and the Council. The public interest in maintaining the exemption in relation to Appendix B outweighs the public interest in disclosing the information by reason of the fact that it contains information and financial details which, if disclosed, would adversely affect the business of the Council and GMV – Twelve.

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

81 Declaration of Disclosable Pecuniary and Other Interests

Councillor Gruen declared an 'Other Significant Interest' in respect of the matters contained within agenda item 21, 'Basic Need Programme – Outcome of Competitions to Create Two New Primary Schools', as a member of LEAF Academy Trust (Minute No. 98 refers).

Councillors J Procter and Downes both declared 'Other Significant Interests' in respect of the matters contained within agenda items 13 'Review of Governance Arrangements in West Yorkshire', 14 'West Yorkshire Plus Transport Fund', 15 'Support to the Leeds Rail Growth Package' and 16 'New Generation Transport (NGT) Scheme', due to their respective positions on the West Yorkshire Integrated Transport Authority (Minute Nos. 90, 91, 92 and 93 refer respectively).

A further declaration was made at a later point in the meeting (Minute No. 92 refers).

82 Minutes

RESOLVED – That the minutes of the meeting held on 5th September 2012, be approved as a correct record.

LEISURE AND SKILLS

83 Garforth Leisure Centre

Further to Minute No. 205, 30th March 2011, the Director of City Development submitted a report regarding the current position in respect of the Executive Board resolution to explore the possible Community Asset Transfer (CAT) of Garforth Leisure Centre to the Schools Partnership Trust. In addition, the report also outlined new proposals relating to the status of the CAT process and details regarding the operational performance of Garforth Leisure Centre.

Prior to the meeting, Board Members had received correspondence clarifying the content of the Equality, Diversity, Cohesion and Integration Screening Document, which was appended to the report, in order to ensure that Members had all relevant information before them when considering the matter.

The Board paid tribute to the work which had been undertaken to successfully improve the operating performance of the centre, and it was suggested that a similar approach could be taken when looking to improve the performance of other centres, where appropriate.

Members highlighted the need to ensure that a collaborative and robust approach was taken when considering potential Community Asset Transfers in the future.

RESOLVED –

- (a) That the proposal to explore the potential of a community asset transfer of Garforth Leisure Centre to the School Partnership Trust be discontinued.
- (b) That Garforth Leisure Centre be retained under Council management on 58.5 hours per week.
- (c) That the Council seeks to enter into partnership with the School Partnership Trust (and other interested parties) with the aim of seeking to extend the opening hours beyond 58.5 hours per week.

84 Tour de France: The Grand Départ in Yorkshire

The Director of City Development submitted a report outlining a proposal to host the “The Grand Départ” of The Tour de France in Yorkshire. The report detailed the associated opportunities and implications and sought approval to enter into agreement with ‘Welcome to Yorkshire’ in order to bring the Tour to Leeds and to contribute towards the associated costs.

The Board highlighted the significant opportunities that the hosting of “The Grand Départ” would present for the both the city and the region. Members then discussed the potential financial implications associated with holding the event and it was agreed that Board Members and Group Leaders would receive regular updates in respect of such matters. In addition, when details of any potential routes were known, it was requested that relevant Ward Members were kept informed, as appropriate.

Following consideration of Appendices 1 and 2 to the submitted report, designated as exempt under Access to Information Procedure Rules 10.4(3) and 10.4(5) respectively, which were considered in private at the conclusion of the meeting, it was

RESOLVED – That with the concurrence of the Leader of the Council, delegated authority be provided to the Chief Executive, to enter into an agreement with ‘Welcome to Yorkshire’ in order to enable Leeds City Council to confirm its commitment to staging the Grand Départ within the parameters, as outlined within the exempt appendices to the submitted report.

ADULT SOCIAL CARE

85 Strategy for Governance in Integrated Working with Health

The Director of Adult Services submitted a report regarding the means by which more integrated commissioning and service provision between NHS commissioners and service providers and their Local Authority counterparts could be encouraged and supported in the future. In addition, the report set out the intention to use the powers contained within the 2006 Health Act, in order to utilise legal flexibilities to ensure good governance and accountability for the use of public funds in the pursuit of joint improvement. Also, the report detailed the intention to have one overall Section 75 Agreement to cover all joint commissioning arrangements between Leeds City Council Adult Social

Care and NHS Leeds or its successors and outlined how other dedicated Section 75 agreements would be used to ensure good governance and accountability between providers of NHS care for specific services and their Local Authority counterparts.

RESOLVED –

- (a) That the approach to Section 75, Section 76 and Section 256 agreements for the governance and pooling of Health and Social Care resources be endorsed.
- (b) That the process for the Director of Adult Social Services to approve future agreements under the delegations afforded to her within the Council's Constitution, Officer Delegation Scheme (Executive Functions), be noted.
- (c) That it be noted that the agreements will be subject to formal review every 3 years, but monitored annually during this time in order to assure their continuing relevance and effectiveness.

RESOURCES AND CORPORATE FUNCTIONS

86 Financial Health Monitoring 2012/13 - Month 5 Report

The Director of Resources submitted a report setting out the Council's projected financial health position for 2012/2013 after five months of the financial year.

RESOLVED – That the projected financial position of the authority after five months of the financial year be noted.

87 Financial Strategy 2013 to 2017

The Director of Resources submitted a report regarding the development of a medium to long term financial strategy for the Council, providing information on the Government's technical consultation exercise upon Business Rates Retention and highlighting the potential implications for the Council's financial strategy.

Concerns were raised in respect of the funding of the Government's New Homes Bonus initiative, and the significant implications it potentially had for Local Authorities such as Leeds. Members also highlighted the important role to be played by brownfield development in respect of housing provision in Leeds. In response, it was agreed that cross-party representations were made to Government in relation to the issues which had been raised.

Responding to an enquiry, the Board was provided with assurances regarding departmental spending levels, and it was highlighted that such spending levels had not increased in real terms.

RESOLVED –

- (a) That the contents of the submitted report, together with the response to the Technical Consultation, as detailed within Appendix 2, be noted.

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

- (b) That it be noted that a further report on the development of the Council's financial strategy will be submitted to the December 2012 meeting of the Board as part of the Council's Initial Budget proposals for 2013/2014.
- (c) That an all-party letter be submitted to Government regarding the issues which had been raised during the meeting in relation to the New Homes Bonus initiative.

88 Leeds City Region Business Rates Pool

The Director of Resources submitted a report regarding the development of the proposed Leeds City Region (LCR) business rates pool, outlining the benefits of pooling and seeking approval for Leeds to act as the "lead authority" for the LCR pool.

Prior to the meeting, Board Members had received correspondence clarifying the content of the Equality, Diversity, Cohesion and Integration Screening Document, which was appended to the report, in order to ensure that Members had all relevant information before them when considering the matter.

RESOLVED –

- (a) That the inclusion of Leeds within the final pooling proposal, to be submitted on behalf of the Leeds City Region, be approved.
- (b) That the governance arrangements, as appended to the submitted report be approved in principle, and that the responsibility for finalising detailed matters be delegated to the Director of Resources.
- (c) That it be agreed that Leeds should act as the "lead authority" for the proposed pool.
- (d) That a further report be presented to the December 2012 Board meeting, once the 2013/2014 funding details are known, so that a final decision on whether to go ahead can be taken.

89 Community Right to Challenge

Further to Minute No. 221(C), 7th March 2012, the Director of Resources submitted a report providing an update on the Community Right to Challenge initiative, whilst also facilitating an opportunity for the Board to consider how the Council would implement the legislation within the Localism Act 2011.

Members highlighted the need to ensure that community organisations were fully engaged in the proposed process, and that, in progressing this matter, it was requested that a further report be submitted to the Board on how the Council was engaging more proactively with community organisations in respect of service provision.

RESOLVED –

- (a) That the publication of the Localism Act 2011 regulations, be noted.
- (b) That the following proposed approach to decisions upon Community Right to Challenge expressions of interest be endorsed:-
 - (i) PPPU/PU and directorates jointly consider any expression;
 - (ii) Relevant Members are consulted and the Executive Board Member who is responsible for the service area that is being considered in the expression of interest may refer the expression to Executive Board for a decision;
 - (iii) Liaison is undertaken with Area Leadership;
 - (iv) A report is provided jointly by the PPPU/PU lead and the directorate, taking account of feedback;
 - (v) The Chief Officer PPPU and Procurement approves the report
 - (vi) The relevant Director makes a decision on an expression, except where referred to Executive Board.
- (c) That it be noted that the relevant schemes of delegation will need to be amended to reflect the proposals detailed within resolution (b) above.
- (d) That the proposed approach towards engagement, as referred to within paragraph 3.3 of the submitted report, be supported.
- (e) That a further report be submitted to the Board on how the Council was engaging more proactively with community organisations in respect of service provision.

90 Review of Governance Arrangements in West Yorkshire

The Assistant Chief Executive (Customer Access and Performance) and the Director of City Development submitted a joint report seeking authority for a statutory review of specified functions to be undertaken with the intention of a further report being prepared in due course to include a draft Scheme of Governance for a Combined Authority, should the Review conclude that this was the most beneficial option for the area, and that it satisfied the statutory tests.

By way of an introduction to the report, the Chief Executive advised that although the primary focus of the proposals was upon transport provision, potentially it could also relate to wider arrangements aimed at the promotion of economic development and regeneration in West Yorkshire. The Board was also informed that York City Council had expressed an interest in being more formally involved in the potential establishment of a Combined Authority for the area.

The suggestion was welcomed that a cross-party approach would be taken in respect of the further work to be carried out on the potential establishment of a Combined Authority.

RESOLVED –

- (a) That it be agreed that the Council should be party, together with other West Yorkshire Authorities (including the ITA), to a Review of governance arrangements relating to transport, economic development and regeneration in West Yorkshire, pursuant to Section 108 of the Local Democracy, Economic Development and Construction Act 2009 and Section 82 of the Local Transport Act 2008.
- (b) That the Chief Executive in consultation with the Leader be authorised to commission the preparation of the Review, in consultation with the other West Yorkshire Authorities.
- (c) That the Chief Executive in consultation with the Leader be authorised to commission the preparation (in consultation with the other West Yorkshire Authorities) of a draft Scheme for a Combined Authority for consideration by Executive Board and Council, if the Review recommends that a Combined Authority would be the most beneficial option for West Yorkshire.
- (d) That the provisional timetable and next steps on the governance review process be noted, including, if appropriate, the submission of a draft Scheme to Executive Board and Council by January 2013 and a final scheme which takes account of consultation and submitted to the Secretary of State by July 2013, in order to be in a position by April 2014 to receive significant devolved powers and funding via the City Deal.

DEVELOPMENT AND THE ECONOMY

91 West Yorkshire Plus Transport Fund

The Director of City Development submitted a report providing an update upon the progress made to date in developing a West Yorkshire Transport Fund and which sought approval to continue the development work, which would enable authorities to confirm the setting up of the Fund and the associated 10 year programme later this year.

Responding to an enquiry, assurances were provided regarding the timescales in place for the fund to reach £1billion and the primary funding sources involved.

RESOLVED –

- (a) That the contents of the submitted report and appendix be noted.
- (b) That the further development and progression of the work on the West Yorkshire Plus Transport Fund be agreed.

92 Support to the Leeds Rail Growth Package

The Director of Resources and the Director of City Development submitted a joint report seeking in principle agreement to the Council providing financial assistance to support the delivery of the Leeds Rail Growth Package.

The Board was informed by the City Solicitor that the relevant legal powers detailed within the report under which the financial assistance was being proposed was Section 3 of the Local Authorities (Land) Act 1963. However, Members noted that those powers only covered loans where the person to whom the money was advanced undertook the work. In this instance it would be Metro who built the rail infrastructure, rather than the owner/developer involved. Therefore, the powers in Section 3 would only be appropriate where the recipient of the loan undertook the works, and insofar as this was not the case, then the appropriate power was the new general power of competence within the Localism Act 2011.

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

RESOLVED – That in principle agreement be given to the Council providing financial assistance to support the delivery of the Leeds Rail Growth Package, but that this be subject to the finalisation of the agreement of terms and conditions which ensure that the Council's position is as secure as possible, and that final agreement be sought from Executive Board.

(Prior to the consideration of the exempt appendix to this item and the subsequent resolutions made by the Board, Councillor Wakefield vacated his position of Chair and left the meeting room for the remainder of the discussion. This was due to Councillor Wakefield's potential decision making role with respect to the Growing Places Fund, and wanted to avoid any perception of bias or predetermination on this matter. Councillor Blake assumed the position of Chair for the duration of the discussion upon the exempt appendix and the subsequent making of the resolutions).

93 New Generation Transport (NGT) Scheme

Further to Minute No. 220, 18th May 2011, the Director of City Development submitted a report providing an update on the New Generation Transport (NGT) scheme following the Department for Transport's confirmation of Programme Entry Approval. In addition, the report sought approval to a capital programme injection and spend which would enable a Transport and Works Order to be submitted to the Secretary of State for Transport for powers to construct and operate the scheme.

It was requested that when appropriate, political groups received briefings in respect of the proposals regarding route alignments.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That authority be given to spend £1,200,000 from within the existing Capital Programme in order to progress the scheme which would enable a Transport and Works Order to be submitted to the Secretary of State for Transport for powers to construct and operate the scheme.

94 Planning Applications Highways issues (White Paper 16)

Further to Minute No. 235, 11th April 2012, the Director of City Development submitted a report providing an update on the further four month trial period undertaken in relation to Ward Member notification of planning applications on which Highways had been consulted. The report included Member feedback received on the success and value of the process and sought agreement to the continuation of the current notification process without further modification.

RESOLVED –

- (a) That the issues raised during the further four month Member consultation trial period and the views raised from the Member feedback exercise, be noted.
- (b) That it be agreed that the current process be adopted in its current format.
- (c) That it be noted that amended processes to improve public engagement at the pre-application stage have been proposed by the Chief Planning Officer with support from the Executive Member for Neighbourhoods, Planning and Support Services and that such proposals were noted at Full Council on 12 September 2012.

ENVIRONMENT

95 Green Deal Go Early

The Director of Environment and Neighbourhoods submitted a report providing an update on a recently announced grant opportunity for energy efficiency improvements, linked to the City Deal. In addition, the report sought authority to spend a capital grant of £1,280,000 on energy efficiency grants and loans in 2012-2013 and to make a contingency budget of £10,000 available in 2013-14. The report also sought approval for the proposed approach towards the targeting and marketing of the grants and loans.

RESOLVED –

- (a) That the proposed delivery approach, as described within section 3 of the submitted report, be approved.
- (b) That approval be given to use the outcome of the current Leeds City Region Domestic Energy Efficiency Programme (LCR DEEP) tender process to award contract(s) to the highest scoring bidder(s) to manage and deliver each of the lots that make up the different elements of this project.
- (c) That approval be given to the injection of, and the authority to spend the Department of Energy, Climate and Change grant of £1,278,400 on a mixture of grants and loans for energy efficiency measures, together with associated administration costs.

- (d) That approval be given to move £10,000 of the existing 'Wrap Up Leeds' budget from 2012-2013 to 2013-2014, as contingency for up to 20 small grants.
- (e) That the necessary authority be delegated to the Director of Environment and Neighbourhoods to take operational decisions in order to ensure that the grant is fully disbursed.
- (f) That approval be given to ring-fence the loan repayments in an account to be spent on future domestic energy efficiency projects, particularly preparing for the Green Deal and tackling fuel poverty.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

96 Gambling Act 2005 Statement of Licensing Policy

The Head of Licensing and Registration submitted a report advising of the progress made in respect of the triennial review of the Gambling Act 2005 Statement of Licensing Policy and which sought approval for the matter to be referred to full Council for approval in accordance with the Budget and Policy Framework.

RESOLVED – That the contents of the submitted report be noted and that the matter be referred to the 14th November 2012 full Council meeting for approval, in line with the Budget and Policy Framework.

(The resolutions referred to within this minute were not eligible for Call In, as the ultimate determination of such matters are reserved to Council, in line with the Council's Budget and Policy Framework)

97 Review of ALMO Arrangements

Further to Minute No. 111, 3rd November 2010, the Assistant Chief Executive (Customer Access and Performance) submitted a report setting out the background to the review of housing management services in Leeds and the proposal to extend the Management Agreements with the ALMOs for up to an additional year.

Responding to an enquiry, the Board was provided with assurances regarding the inclusive approach towards communication and consultation which would be undertaken with tenants and Elected Members in respect of any proposals regarding future ALMO arrangements.

RESOLVED –

- (a) That a report be submitted to the December 2012 Executive Board meeting, in order to consider the option(s) for the future governance and delivery arrangements for the management of council housing in Leeds, prior to wider consultation on the future direction.
- (b) That an extension in the term of contract for the ALMOs for a period of up to one year be agreed, in order to allow time for the review to be concluded and any current arrangements implemented.

CHILDREN'S SERVICES

98 Basic Need Programme - Outcome of competitions to Create two new Primary Schools

Further to Minute No. 181, 4th January 2012, the Director of Children's Services and the Director of Environment and Neighbourhoods submitted a joint report on the outcome of two competitions held to establish new primary schools in Harehills and South Leeds. The report outlined a recommendation relating to the preferred bidders to run the new schools, a final decision for which was required to be made by no later than 20th October 2012.

The Board noted that representations had been received from one organisation who had submitted a bid, but who had not been identified as one of the organisations recommended to run one of the schools. The representations were in relation to some perceived inaccuracies within the submitted Executive Board report. Prior to discussing the matter, the Board was provided with details of the perceived inaccuracies and also provided with the accompanying responses from Children's Services.

Members raised concerns regarding the increasing number of children starting school across the city and the pressures which as a result were being placed upon school places and education provision. In response it was suggested that Ward Members were invited to become further involved in the work which was ongoing to address this issue.

Responding to an enquiry, the Board was provided with assurances regarding the proposal to close of the Stanley Road Household Waste Sorting Site, specifically in respect of the alternative provision which would be available to service users in the area.

RESOLVED –

- (a) That approval be given for the Co-Operative to be the party to open the new 420 place primary school with 26 place FTE nursery at Florence Street, Harehills, to open in September 2013 and to serve families in that area.
- (b) That approval be given for the The Learning Trust South Leeds to be the party to open the new 420 place school with a 26 place nursery on land at the former South Leeds Sports Centre, and to open in September 2014 and serve families in that area.
- (c) That the closure of the Stanley Road Household Waste Sorting Site be approved, and that agreement be given to the site's incorporation into the Harehills school design (in accordance with section 3.10 of the submitted report).

(The matters referred to within this minute were not subject to Call In, as a decision was required within two months of the end of the 'summary of bids'

notice period, which was no later than 20th October 2012. Therefore, due to the timescales involved, this matter was not subject to Call In)

DATE OF PUBLICATION: 19TH OCTOBER 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 26TH OCTOBER 2012 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 29th October 2012)

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

EXECUTIVE BOARD

WEDNESDAY, 7TH NOVEMBER, 2012

PRESENT: Councillor K Wakefield in the Chair

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

Councillor J Procter – Substitute Member

99 Substitute Member

Under the terms of Executive and Decision Making Procedure Rule 2.3, Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter, who had submitted his apologies for absence from the meeting.

100 Exempt Information - Possible Exclusion of the Press and Public

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

- (a) Appendix 3 to the report referred to in Minute No. 111 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information contained within the Appendix relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the disposal of the property/land then it is not in the public interest to disclose this information at this point in time. Also it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (b) Appendix 1 to the report referred to in Minute No. 112 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information contained within the Appendix relates to the financial or business affairs of a particular company, and of the

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th December, 2012

Council. It is considered that since this information was obtained through one to one negotiations for the disposal of the property/land then it is not in the public interest to disclose this information at this point in time. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

- (c) Appendix 4 to the report referred to in Minute No. 113 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information contained within the Appendix relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the disposal of the property/land then it is not in the public interest to disclose this information at this point in time. Also it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure. Much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

101 Late Items

There were no formal late items, however, it was noted that prior to the meeting Executive Board Members had received copies of documents detailing the respective comments of Scrutiny Board (Sustainable Economy and Culture) and Scrutiny Board (Health and Wellbeing and Adult Social Care), following both Boards' consideration of the LDF Core Strategy, 3 appendices which detailed further proposed changes to the LDF Core Strategy Pre-Submission Draft and also an updated version of the associated Key Diagram. All such documentation was to be considered as part of agenda item 17, 'LDF Core Strategy: Pre-Submission Changes for Consultation' (Minute No. 115 refers).

102 Declaration of Disclosable Pecuniary and Other Interests

The Chief Executive declared an interest in respect of the matters relating to agenda item 14, entitled, 'Sovereign Street Development Proposals – Update', as a close personal friend was a partner of one of the organisations involved in the development proposals (Minute No. 112 refers).

103 Minutes

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

RESOURCES AND CORPORATE FUNCTIONS

104 State of the City Report 2012

The Assistant Chief Executive, Customer Access and Performance submitted a report which presented the second annual State of the City report for Leeds. In addition to highlighting the emerging issues arising from the State of the City document, the covering report proposed that Executive Board recommend to full Council that the State of the City document be received at its meeting on 28th November 2012.

RESOLVED –

- (a) That the issues emerging from the submitted State of the City Report 2012 be noted.
- (b) That Members of Full Council be recommended to receive the State of the City Report 2012 at its meeting on 28th November 2012.

105 Making Leeds a LGBT Friendly City

The Assistant Chief Executive (Customer Access & Performance) submitted a report detailing the work undertaken to date in response to the White Paper Motion considered by Full Council on 28th March 2012 regarding the Leeds lesbian, gay, bisexual and transgender (LGBT) community. In addition, the report outlined a range of proposals which would support the work being undertaken to make Leeds an LGBT Friendly City and which also recognised the contribution that the LGBT community made to the city's success.

Members welcomed the wide range of proposals within the submitted report which were aimed at promoting Leeds as an LGBT Friendly City and reiterated the importance of the city as a whole being inclusive and welcoming to all communities. However, in discussing the report, Members did emphasise that whilst they noted further work was being undertaken on the specific issue of a potential Gay Quarter in the city centre, they would not be supportive of any proposals which would create a sense of segregation for any part of the city centre.

RESOLVED – That the proposals identified within the submitted report, which will support work to make Leeds an LGBT Friendly City, be agreed in principle, subject to the comments made at the meeting regarding further work in regard to a potential Gay Quarter.

106 Social Fund Replacement Scheme

The Director of Resources submitted a report which sought approval for the development and implementation of a local scheme of welfare assistance using funding which would be devolved to local Councils by the Department of Work and Pensions in April 2013.

Responding to a specific request, officers assured the Board that every effort would be made to ensure that the administration associated with the delivery of the Social Fund was as efficient as possible, and that officers would

endeavour to administer the process for less than the administration funding levels which would be received from Government.

In conclusion, the Chair requested that a letter be forwarded on behalf of Executive Board to Government seeking clarity around the proposed funding arrangements in respect of the scheme for 2015/2016 onwards.

RESOLVED –

- (a) That the funding devolved to Councils be used to develop a local welfare assistance scheme.
- (b) That the proposed scheme, as outlined within the submitted report, be approved, with final scheme details being submitted following further consultation.
- (c) That a further report be submitted to the Board in January 2013 detailing the outcomes of the consultation exercise, outlining proposals on funding allocations to the various elements of the final scheme and providing an update of progress made in setting up the associated administrative arrangements.
- (d) That a letter be forwarded on behalf of Executive Board to Government seeking clarity around the proposed funding arrangements in respect of the scheme for 2015/2016 onwards.

107 Discretionary Housing Payment Policy

The Director of Resources submitted a report providing information on the impact of the Housing Benefit changes which were scheduled to come into effect from April 2013, together with details of the additional Government funding which would be introduced and was aimed at supporting certain groups to manage the change. In addition, the report considered the likely demand for additional funding support and included a proposed policy for the assessment and award of support for those groups affected by the changes.

The Board noted the liaison work which had been undertaken by the ALMOs in respect of tenants, highlighted the further liaison work which was to be undertaken and it was emphasised that every effort would be made to ensure that all of those affected would have access to an effective multi-agency support network.

Members highlighted the increased demand on the provision of support and advice which had already been experienced, and was further expected to be experienced by the Council and other agencies as a result of the reforms, and it was requested that further work be undertaken to monitor such demand levels against current resources. In addition, reference was made to the health and wellbeing implications arising from the reforms which were being experienced, both by those affected by the changes and also by the frontline staff supporting them.

With regard to the proposals regarding Elected Member involvement in the appeals process, it was requested that further discussion be had in respect of the political composition of the Elected Members involved.

RESOLVED –

- (a) That the expected impact of the benefit changes, coming into effect from April 2013, be noted.
- (b) That the policy for the award and assessment of Discretionary Housing Payments for 2013/14 be approved.
- (c) That further work be undertaken to monitor the demand levels for the provision of support and advice against current resources, which are experienced by the Council and other agencies as a result of the reforms.
- (d) That further discussion be had in respect of the political composition of the Elected Members who would be involved in the appeals process.

108 Treasury Management Strategy Update 2012/13

The Director of Resources submitted a report providing a review and update of the Treasury Management Strategy for 2012/2013, which was approved by Executive Board on 10th February 2012.

RESOLVED –That the update on the Treasury Management borrowing and investment strategy for 2012/2013 be noted.

109 Financial Health Monitoring 2012/13 - Month 6 Report

The Director of Resources submitted a report setting out the Council's projected financial health position for 2012/2013 at the half year stage.

Responding to a specific enquiry, the Board received further information regarding the current position in respect of income levels generated by planning and building fees.

RESOLVED – That the projected financial position of the authority after six months of the financial year be noted.

110 Capital Programme Update 2012-2015

The Director of Resources submitted a report providing an update on the financial position for 2012/2013. In addition, the report outlined the current position regarding capital resources, detailed a summary of schemes which had been upgraded from 'Amber' status to 'Green' since July 2012 and provided a summary of progress made on some major schemes within the programme. The report also included a specific recommendation regarding the 'Fulfilling Lives Investment Programme'.

Members welcomed the use of a Department of Health grant to support the Fulfilling Lives programme.

RESOLVED –

- (a) That the latest position on the General Fund and Housing Revenue Account capital programmes be noted.
- (b) That the transfer of schemes from the 'Amber' to the 'Green' programmes, as set out within section 3.3 of the submitted report be noted.
- (c) That the use of £765,000 of Department of Health grant in 2012/13 and 2013/14 be approved to support the 'Fulfilling Lives Programme', of which £185,000 will be injected into the capital programme when confirmed in December 2012.
- (d) That approval be given to the injection into the capital programme of £3,500,000 of S106 contributions in order to support the NGT scheme.
- (e) That approval be given to the allocation of £350,000 from the capital contingency scheme to provide for demolition and asbestos removal works on void properties.
- (f) That it be noted that funds allocated to the Lower Albion Street upgrade are no longer required and that approval be given to a scheme being developed for the upgrade of Commercial Street.
- (g) That approval be given to the allocation of £50,000 from the Economic Initiative scheme, which together with a £50,000 private sector contribution will provide for a £100,000 refurbishment of Bond Court.

DEVELOPMENT AND THE ECONOMY

111 Disposal of Richmond Court Hostel, LS9,' to Yorkshire Housing for affordable housing redevelopment.

The Director of City Development submitted a report setting out the options considered for the redevelopment of the Richmond Court site and which sought approval to dispose of the site in order to facilitate the redevelopment of the combined sites to provide 37 units of family accommodation, 18 of which would be provided on the Richmond Court site.

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

RESOLVED – That the sale of Richmond Court to Yorkshire Housing at a less than best consideration, as detailed within exempt appendix 3 to the submitted report, be approved in order to facilitate the redevelopment of a new affordable housing scheme of 37 units of family accommodation.

112 Sovereign Street Development Proposals - Update

Further to Minute No. 76, 5th September 2012, the Director of City Development submitted a report providing an update on the offers received in response to the marketing of development plots B and C, Sovereign Street, and which also sought approval to progress with the recommended preferred developer and occupier, as identified within the exempt appendix to the submitted report, for the development of Plot C.

Responding to a Member's enquiry, it was emphasised that the development of a public realm green space at Sovereign Street still remained a priority, whilst officers undertook to provide the Member in question with further information on the delivery of the green space development.

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

RESOLVED –

- (a) That the recommended negotiated Heads of Terms with the developer, as outlined within the exempt appendix to the submitted report, be approved.
- (b) That an exclusivity agreement for a period of six months on plot C, be granted to the occupier, in order to allow all parties sufficient time to conclude the legal documentation.
- (c) That authority be delegated to the Director of City Development in order to negotiate the final detailed Heads of Terms.

113 Disposal of Stratford Court, School Lane, Chapel Allerton to Unity Housing Association for Redevelopment.

The Director of City Development submitted a report setting out the options considered for the future of the Stratford Court sheltered housing scheme and which sought approval for the disposal of Stratford Court to Unity Housing Association in order to facilitate the development of a new affordable housing scheme on the site aimed at persons aged 55 and over.

Following consideration of Appendix 4 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the disposal of Stratford Court to Unity Housing Association, at a less than best consideration and on the terms outlined within the exempt appendix to the submitted report be approved, in order to facilitate the redevelopment of a new affordable housing scheme comprising of 30 x 2 bedroom apartments for persons aged 55 and over.

- (b) That it be noted, in light of resolution (a) above, the Director of Environment and Neighbourhoods will suspend lettings and agree decant of the Stratford Court sheltered housing scheme.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

114 Response to Deputation - 12th September 2012 Council Meeting - Leeds Youth Fight for Jobs

The Director of Environment and Neighbourhoods submitted a report in response to the deputation presented to Council on 12th September 2012 by the 'Leeds Youth Fight For Jobs' organisation, which was in relation to the housing situation faced by young people in the city.

By way of an introduction to the report, the Board received information regarding the actions being taken to improve affordable housing provision in the city, together with the actions being taken to stimulate the housing market.

RESOLVED – That the contents of the submitted report be noted.

115 LDF Core Strategy - Pre-submission Changes for Consultation

Further to Minute No. 197, 10th February 2012, the Director of City Development submitted a report presenting the proposed pre-submission changes to the Publication Draft of the Leeds Development Framework (LDF) Core Strategy and the accompanying Sustainability Report, which had arisen from the consultation exercise undertaken. In addition, the report sought the Board's agreement to submit the documents to full Council for the purposes of formal approval and submission to the Secretary of State for independent examination.

Prior to the meeting, Executive Board Members had received copies of documents detailing the respective comments of Scrutiny Board (Sustainable Economy and Culture) and Scrutiny Board (Health and Wellbeing and Adult Social Care), following both Boards' consideration of the LDF Core Strategy. In addition, Board Members had also received three appendices detailing further proposed changes to the LDF Core Strategy Pre-Submission Draft, together with an updated version of the associated Key Diagram.

In presenting the report, the Executive Member for Neighbourhoods, Planning and Support Services highlighted the further proposed changes which had been circulated to Board Members prior to the meeting and also proposed one further amendment, specifically that Colton was not categorised within the Pre-Submission Draft document as a 'Town Centre'.

Responding to a specific enquiry raised in respect of the term 'sustainability' and its relationship with the Strategy, emphasis was placed upon the importance of ensuring that future developments were sustainable. In addition, the Board was informed that a Sustainability Appraisal had been undertaken in respect of the Strategy, in order to ensure that any developments which were delivered as part of the Strategy were in line with the Council's sustainable principles.

Members discussed the levels of opportunity for Elected Member involvement during the Strategy's compilation, and it was highlighted that attempts had been made throughout the process to ensure that the correct balance was struck between ensuring that comprehensive consultation was undertaken, whilst also moving the Strategy forward.

Board Members thanked all of those officers involved for the work they had undertaken throughout the preparation of the LDF Core Strategy document, together with all Elected Members who had contributed to the process.

In conclusion, the Chief Executive emphasised the ambitious nature of the Core Strategy, and highlighted the need for the development community to work in partnership with the Council in moving forward with the principles of it. In addition, the Chief Executive echoed the comments which had been made regarding the importance of ensuring that future developments were sustainable, specifically highlighting the work being undertaken around the delivery of appropriate infrastructure.

RESOLVED –

- (a) That the pre-submission changes to the Publication Draft of the Core Strategy as detailed within the submitted report and appendices, the further appendices circulated prior to the meeting and via the specific proposal made at the meeting, namely that Colton is not categorised in the Pre-Submission Draft as a 'Town Centre', be approved, together with the sustainability report (addendum).
- (b) That Council be recommended to approve the Publication Draft Core Strategy and the sustainability report for the purposes of submission to the Secretary of State for independent examination pursuant to Section 20 of the Planning and Compulsory Purchase Act 2004.
- (c) That approval be given to a further period for representations to be provided on the pre-submission changes, and that any further representations received be submitted to the Secretary of State at the time the Publication Draft Core Strategy is submitted for independent examination.

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

(The resolutions referred to within this minute were not eligible for Call In, as the Development Plan Document which incorporates the LDF Core Strategy, is part of the Budgetary and Policy Framework. Therefore, the ultimate determination of such matters are reserved to Council, in line with the Council's Budget and Policy Framework Procedure Rules)

116 Scrutiny Inquiry into Affordable Housing by Private Developers

Further to Minute No. 38, 18th July 2012, the Director of City Development and the Director of Environment and Neighbourhoods submitted a joint report responding to the recommendations of the former Scrutiny Board (Regeneration), following the Inquiry undertaken by the Scrutiny Board into Affordable Housing by Private Developers.

Responding to a specific enquiry, officers provided the Member in question with further information on the process by which different types of affordable housing stock could be delivered in Leeds in order to meet demand.

RESOLVED – That the responses to the Scrutiny Board’s recommendations, as set out within section 3 of the submitted report, be agreed.

117 Leeds Supporting People Programme

The Director of Environment and Neighbourhoods submitted a report providing an update on the Leeds Supporting People Programme, focussing upon the recent key changes to the overall funding of the programme, the funding within each of the programme’s main sectors and the effect of such matters upon the design and delivery of the housing support services for a range of client groups.

Members emphasised the importance of the work which continued to be undertaken as part of the Leeds Supporting People Programme, and the positive impact it had upon the quality of people’s lives.

RESOLVED – That the progress, challenges and key achievements of the Leeds Supporting People Programme, be noted.

CHILDREN'S SERVICES

118 Annual Admissions Round 2012

The Director of Children’s Services submitted a report providing statistical information on school admissions into Reception Year, Year 7 and also into Junior School for September 2012. In addition, the report considered the impact of the changes being made to the co-ordination of In-Year Transfers, which were scheduled to come into force from 2013, as a result of the new Admissions Code which came into effect in February 2012.

Responding to a specific enquiry raised, Members were provided with further information on the ways in which the pathfinder project, undertaken in preparation for the forthcoming introduction of new application arrangements, had been successful.

The Board also noted the current position regarding the recent establishment of an all party working group which had been tasked with considering issues in respect of basic need requirements.

RESOLVED – That the information on the annual admission round 2012, as detailed within the submitted report, be noted, including:-

- The percentage of applications for places in September 2012 where the first preference was offered was 84.1%, with 95.2% being offered one of their first three preferences;
- The reducing number of appeals for secondary school places and in year applications with an increase in the number of primary appeals; and
- The continuing success of the online application system.

119 Design and Cost Report for East Moor Secure Children's Home

Further to Minute No. 59, 22nd July 2009, the Director Children's Services submitted a report which sought approval in respect of the proposals associated with the development of the new East Moor Secure Children's Home.

Responding to a specific enquiry, officers undertook to provide the Member in question and the relevant Ward Members with a briefing in respect of the timescales involved around when the balance of the land, arising from the development, would become available.

RESOLVED –

- (a) That the capital proposals for the new East Moor Secure Children's Home, as outlined within the submitted report, be approved.
- (b) That £12,550,000 be injected into the capital programme.
- (c) That programme expenditure of £12,550,000 from capital scheme number 15629/000/000 be authorised.
- (d) That expenditure of £397,600 from capital scheme number 15629/COM/000 for previous design development work be authorised.

120 Leeds Safeguarding Children's Board - Annual Report on the Effectiveness of Safeguarding Arrangements for Children and Young People in Leeds

The Director of Children's Services submitted a report which highlighted the progress being made by, and through the Leeds Safeguarding Children Board (LSCB) to improve safeguarding children practice in Leeds.

Jane Held, Independent Chair of the Leeds Safeguarding Children Board was in attendance. She provided an introduction to the report, highlighted the key themes arising from it and responded to the subsequent questions raised by the Board.

Members thanked the Chair of the Leeds Safeguarding Children Board for the valuable work it continued to undertake, which had enabled positive progress to be achieved in respect of safeguarding practices in Leeds. The strong relationship which was developing between the Leeds Safeguarding Children Board and the Children's Trust Board was highlighted, however, despite the positive progress made, both Members and the Chief Executive emphasised

that there would be no complacency in this area and that the issue of safeguarding children would remain a key priority.

RESOLVED –

- (a) That the contents of the LSCB Annual Report for 2011/2012, together with the comments made during the meeting, be noted.
- (b) That the challenges for 2012/2013, as detailed within the submitted report, including those accepted by the Children's Trust Board, be noted.

LEISURE AND SKILLS

121 Delivering Employment and Business Opportunities through the Council's procurement

The Director of City Development and the Director of Resources submitted a joint report setting out proposals regarding the introduction of an explicit policy for the inclusion of employment and skills obligations within all Council contracts where the value of the contract is greater than £100,000, and where it could be shown to offer appropriate value for money.

Responding to Members' enquiries, the Board emphasised the need for the initiative to be monitored, in order to ensure that it was performing effectively and also to ensure that the proposed contract value of £100,000 was appropriate. As a result, it was requested that further reports were submitted to future meetings as and when appropriate, in order to provide Members with the opportunity to monitor the performance of the initiative.

RESOLVED –

- (a) That the Board's support be given to a policy for Employment and Skills obligations to be considered in contracts where the value of the contract is over £100,000, and where it is shown to offer appropriate value for money.
- (b) That further reports be submitted to future Board meetings as and when appropriate, in order to provide Members with the opportunity to monitor the performance of the initiative.

DATE OF PUBLICATION: 9TH NOVEMBER 2012

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 16TH NOVEMBER 2012

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

LIST OF FORTHCOMING KEY DECISIONS

(Extract relating to Sustainable Economy and Culture Scrutiny Board)

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Exercise of Option to Purchase Agreement - Land at Freely Lane, Bramham</p> <p>Approval is sought to:</p> <ul style="list-style-type: none">1) Trigger an option to purchase agreement to acquire third party owned land to support the sale and redevelopment of Bramham House, a Council owned property; and2) Give authority to incur expenditure of approx £270k in connection with the land purchase.	Director of City Development	1/10/12	Executive Member for Development and the Economy, Ward Members, and Bramham Parish Council have already been consulted.	Design and Cost Report	Martin Blackett, Senior Surveyor martin.blackett@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority for approval of the supporting document for Leeds setting out details of the strategy and implementation proposals for Leeds included in the West Yorkshire Local Transport Plan.</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/10/12</p>	<p>The document sets out issues and proposals that have been consulted on as part of the Local Transport Plan preparation process which has included Members and stakeholders</p>	<p>Delegated decision report</p>	<p>Andrew Hall, Acting Head of Transportation Services andrew.hall@leeds.gov.uk</p>
<p>Morley Conservation Area To amalgamate and extend the Morley Town Centre and Morley Dartmouth Park Conservation Area into the Morley Conservation Area and adopt the Morley Conservation Area Appraisal and Management Plan as non-statutory planning guidance.</p>	<p>Chief Planning Officer</p>	<p>1/10/12</p>	<p>Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and Other bodies</p>	<p>Report and Morley Conservation Area Appraisal and Management Plan</p>	<p>Philip Ward, Conservation Officer phil.ward@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
New Farnley Village Design Statement (VDS) Approval of the New Farnley Village Design statement so that it can be formally adopted as a Supplementary Planning Document (SPD) within the Leeds Development Framework.	Chief Planning Officer	1/10/12	The document has undergone significant local consultation which had shaped the aspirations within it. A representations statement and EIA will be published alongside the VDS.	New Farnley VDS	Gareth Read, Planning Assistant gareth.read@leeds.gov.uk
Reinstatement works following fire damage at Temple Newsam Farm Authority to spend from insurance fund.	Director of City Development	1/10/12	Corporate Procurement Unit, Insurance Section, Ward Members, Executive Member for Leisure	Design and Cost Report	Anne Chambers, Head of Corporate Property Management anne.chambers@leeds.gov.uk
Travel Plan SPD Approve Travel Plan Supplementary Planning Document as adopted part of the Local Development Framework.	Chief Planning Officer	1/10/12	The draft SPD has gone through significant internal consultation and a full statutory external consultation. Amendments have been made to the SPD as a result of these conditions.	The report to be issued to the decision maker with the agenda for the meeting	Nathan Huntley, Senior Highways Engineer nathan.huntley@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Highway Maintenance vehicle replacement programme To approve the replacement of 21 vehicles operated by the Highway Maintenance Operational DSO</p>	Director of City Development	17/10/12	Executive Member for Development and the Economy, Director of Resources	Design and Cost Report	<p>Russell Martin, Highway Maintenance Manager - Ring Road Middleton</p> <p>Russell.martin@leeds.gov.uk</p>
<p>Roundhay Road Highway Improvements Following extensive consultation in 2011, approval of TRO proposals and scheme to be implemented.</p>	Chief Officer (Highways and Transportation)	5/11/12	Gipton & Harehills Ward Members, members of the public, local businesses and residents whose frontages are impacted by the proposals.	Delegated Decision report	<p>Lisa Martin, Trainee Engineer</p> <p>Lisa.S.Martin@leeds.gov.uk</p>
<p>Rugby Union World Cup 2015 To approve the contract with Rugby Union World Cup 2015 to act as host city.</p>	Director of City Development	15/11/12	Executive Member for Leisure.	Delegated decision report	<p>Catherine Blanshard, Chief Libraries, Arts and Heritage Officer, Learning and Leisure</p> <p>catherine.blanshard@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Oulton and Woodlesford Design Statement (NDS) Approval of the Oulton and Woodlesford Design Statement (NDS) to enable it to be formally adopted as a Supplementary Planning Document (SPD) within the Leeds Development Framework.	Chief Planning Officer	19/11/12	The document has undergone significant local consultation which has shaped the aspirations within it. A representations statement and EIA will be published alongside the NDS.	Oulton and Woodlesford NDS	Steven Wilkinson, Senior Planner FPI steven.wilkinson@leeds.gov.uk tel: 0113 3978078
Proposed Changes to the Letting Board Code To approve the proposed changes to Letting Board Code.	Chief Planning Officer	30/11/12	Consultation period held from 19 September 2012 to 17 October 2012.	The Letting Board Code: Guidance for Landlords on the erection of residential letting boards in inner north west Leeds (Draft September 2012)	Ryan Platten, Community Planning Officer - Inner North West Area ryan.platten@leeds.gov.uk, 0113 247 8027

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Initial Budget Proposals / Medium Term Financial Plan</p> <p>Agreement to the proposals for the allocation of available resources to support the delivery of the council's spending priorities for 2013/14 and 2014/15, and agreement to the indicative position for the following two years. The final budget proposals will be presented to Full Council in February for approval.</p>	<p>Executive Board Portfolio: Leader of Council</p>	<p>12/12/12</p>	<p>In accordance with the Council's constitution, consultation will be undertaken with stakeholders.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Doug Meeson, Chief Officer (Financial Management)</p> <p>doug.meeson@leeds.gov.uk</p>
<p>East Leeds Extension and East Leeds Orbital Road</p> <p>To consider the Council's approach to infrastructure requirements of the East Leeds Extension.</p>	<p>Executive Board Portfolio: Development and the Economy</p>	<p>9/1/13</p>	<p>Executive Members for Development & the Economy and Neighbourhoods, Planning & Support Services; East Leeds Regeneration Board; and Ward Members.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Adam Brannen, Programme Manager</p> <p>adam.brannen@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval Required	Executive Board Portfolio: Development and the Economy	15/2/13	Equality Impact Assessment	The report to be issued to the decision maker with the agenda for the meeting	Colin Mawhinney, Head of Economic Policy and Programmes colin.mawhinney@leeds.gov.uk
City Centre Water Features Future management of water features in City Centre.	Executive Board portfolio: Development and the Economy	15/2/13	Local Ward Members (City & Hunslet) and businesses who may be effected by the decision taken.	The report to be issued to the decision maker with the agenda for the meeting	Roy Coello, Head Of Engineering Service roy.coello@leeds.gov.uk
Holt Park District Centre 1) Approval to the Draft Informal Planning Statement as a guide to future development proposals for this site. 2) Approval to commence public consultation on the draft Informal Planning Statement	Executive Board Portfolio: Development and the Economy	15/2/13	Executive Member for Development and the Economy and Ward Members	The report to be issued to the decision maker with the agenda for the meeting	Ben Middleton, Senior Surveyor ben.middleton@leeds.gov.uk

