

SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 25th June, 2012 at 10.00 am

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

MEMBERSHIP

Councillors

- S Bentley - Weetwood;
J L Carter - Adel and Wharfedale;
N Dawson - Morley South;
P Grahame (Chair) - Cross Gates and Whinmoor;
R Grahame - Burmantofts and Richmond Hill;
J Hardy - Farnley and Wortley;
A Lowe - Armley;
C Macniven - Roundhay;
R Wood - Calverley and Farsley;

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

Agenda compiled by:
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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 Chief Democratic Services Officer at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:- No exempt items on this agenda.</p>	

3

LATE ITEMS

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

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

4

DECLARATIONS OF INTEREST

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

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notifications of substitutes.

6

MINUTES OF THE PREVIOUS MEETING

1 - 4

To confirm as a correct record, the minutes of the meeting held on 2nd April 2012

(Copy attached)

7

CHANGES TO THE COUNCIL'S CONSTITUTION IN RELATION TO SCRUTINY

5 - 8

To consider a report by the Head of Scrutiny and Member Development which summarises the amendments made to the Council's Constitution, as agreed by Council on 21st May 2012, which directly relate to and/or impact on the work of Scrutiny Boards.

(Report attached)

CO-OPTED MEMBERS

To consider a report by the Head of Scrutiny and Member Development seeking this Scrutiny Board's formal consideration for the appointment of co-opted members to the Board.

The report provides guidance when seeking to appoint co-opted members and refers to some legislative arrangements in place for the appointment of specific co-opted members. Such cases are set out in Article 6 of the Council's Constitution and are also summarised within this report.

(Report attached)

PEOPLE PLAN - QUARTER 4 2011/12

To consider a report by the Chief Officer (HR) which provides details of the Quarter 4 results for the People Plan in 2011/12. The report also covers the out-turn position on appraisals as requested by the Board at an earlier meeting.

(Report attached)

STAFF ENGAGEMENT

To consider a report by the Chief Officer HR outlining the work that has been undertaken to date to measure and improve levels of staff engagement across the Council, and to allow the Board to consider and comment on the methods that are being used to improve, measure and report on engagement levels in the future.

(Report attached)

11

EQUALITY IMPROVEMENT PRIORITIES 2011-2015

45 -
64

To consider a report by Assistant Chief Executive (Customer Access and Performance) which provides details of the new Equality Improvement Priorities and the revised Equality and Diversity Policy.

The report sets out the council's continued commitment to equality. It outlines the council's equality objectives, identifies how progress will be measured and how continued improvement and development of the equality agenda will be achieved.

(Report attached)

12

2011/12 Q4 PERFORMANCE REPORT AND REFRESH OF THE COUNCIL BUSINESS PLAN 2011-15

65 -
96

To consider a report the Assistant Chief Executive (Customer Access and Performance) / Director of Resources which provides a summary of the quarter four (year end) performance data for 2011-12 and sets out an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15.

(Report attached)

13		<p>FINANCIAL PERFORMANCE - OUTTURN FINANCIAL YEAR ENDED 31ST MARCH 2012</p> <p>To consider a report by the of the Head of Scrutiny and Member Development which sets out the Council's financial performance for the year ending 31st March 2012 (Financial Performance Outturn 2011/12).</p> <p>(Report attached)</p>	97 - 110
14		<p>SOURCES OF WORK FOR THE SCRUTINY BOARD</p> <p>To consider a report by the of Head of Scrutiny and Member Development which provides information and guidance on potential sources of work and areas of priority within the Board's terms of reference.</p> <p>(Report attached)</p>	111 - 118
15		<p>WORK SCHEDULE</p> <p>To consider a report of the Head of Scrutiny and Member Development which request consideration of the Board's work schedule for the forthcoming municipal year.</p> <p>(Report attached)</p>	119 - 124

DATE AND TIME OF FUTURE MEETINGS

To note the arrangement for future meetings of the Board:

Monday 23rd July 2012

Monday 3rd September 2012

Monday 15th October 2012

Monday 19th November 2012

Monday 17th December 2012

Monday 21st January 2013

Monday 18th February 2013

Monday 18th March 2013

Monday 22nd April 2013

(All meetings to take place in the Civic Hall, Leeds commencing at 10.00am)