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## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Tuesday, 18th February, 2014 at 10.00 am

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

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### MEMBERSHIP

#### Councillors

- M Rafique (Chair) - Chapel Allerton;  
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;  
J Chapman - Weetwood;  
A Castle - Harewood;  
D Coupar - Cross Gates and Whinmoor;  
A Khan - Burmantofts and Richmond Hill;  
J Marjoram - Calverley and Farsley;

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

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</b></p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p><b>MINUTES - 21 JANUARY AND 4 FEBRUARY 2014</b></p> <p>To confirm as a correct record, the minutes of the meeting held on 21 January 2014 and the joint meeting held on 4 February 2014</p> <p>(Minutes of 4 February to follow)</p>	1 - 4
7			<p><b>SCRUTINY INQUIRY - CULTURAL ORGANISATIONS' ENGAGEMENT WITH COMMUNITIES</b></p> <p>To consider evidence as Session One of the Board's inquiry into cultural organisations' engagement with communities</p>	5 - 22
8			<p><b>TOUR DE FRANCE PROGRESS REPORT</b></p> <p>To consider a progress update on preparations for the Tour de France 2014</p>	23 - 28

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p><b>WORK SCHEDULE</b></p> <p>To consider the Board's work schedule for the remainder of the municipal year</p>	29 - 48
10			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Tuesday 18 March 2014 at 10.00am (pre-meeting for all Board Members at 9.30am)</p>	

# Agenda Item 6

## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

TUESDAY, 21ST JANUARY, 2014

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

Councillors D Cohen, M Lyons,  
P Wadsworth, R Harington, M Ingham,  
J McKenna, J Chapman, A Castle,  
D Coupar, A Khan and J Marjoram

**67 Late Items**

There were no late items.

**68 Declaration of Disclosable Pecuniary Interests**

There were no disclosable pecuniary interests declared at the meeting.

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

There were no apologies for absence.

**70 Minutes - 17 December 2013**

**RESOLVED** – That the minutes of the meeting held on 17 December 2013 be confirmed as a correct record.

**71 Scrutiny Inquiry - Apprenticeships**

The Board conducted the second session of its inquiry on apprenticeships in Leeds. In attendance to address the Board and answer Members' questions were:

- Councillor Lucinda Yeadon, Executive Member, Leisure and Skills
- Councillor Judith Blake, Executive Member for Children's Services
- Councillor Jane Dowson, Deputy Executive Member for Children's Services
- Sue Wynne, Chief Officer, Employment and Skills
- Gary Milner, Lead Officer, Skills for Learning and Life
- Nick Hart, Apprenticeship Hub
- Lynne McLaughlin, igen

The Board was shown a short video promoting apprenticeships in Leeds. The following issues were raised in introducing the report and discussion:

- The wide range of provision that could be termed as 'pre-apprenticeship' and the varied routes of funding even for those programmes that are publicly funded
- Further analysis of apprenticeship numbers based on participation rates, which gave a more encouraging picture than previous figures. It was thought that this may be related to the longer minimum length of apprenticeship programmes
- Analysis of the factors that may influence the number of applications different apprenticeship adverts attract

Draft minutes to be approved at the meeting  
to be held on Tuesday, 18<sup>th</sup> February, 2014

- Information on the qualifications requirements for local vacancies
- The respective roles of the various partners in providing careers advice to young people
- Background information on the role and caseload of igen as part of the targeted support provision

The following issues were raised in discussion:

- Members who had attended an evening session at the Connexions Centre in Eastgate the previous week reported on how useful the session had been to enable them to hear first hand from young people about their experiences in relation to apprenticeships.
- The key issues of accessibility and information
- Better engagement with young people from an early age as they make choices and decisions about their futures
- The feedback and support that is or could be provided to unsuccessful applicants and those who drop out during their apprenticeship
- The need to keep working with employers and exploring ways to get young people 'job ready' while they are still at school
- The need to change parental perceptions about apprenticeships
- The changing attitudes of schools towards pupils' destinations, and the role of destinations teams
- The need to ensure school staff are aware of the full range of options that are available
- Work being undertaken to look at opportunities for Looked After Children
- Examples of good practice from employers
- Concern about reductions in funding for Level 1 provision
- The future role of the Leeds City College Apprenticeship Academy and university technical colleges
- Support available to those who are NEET but for whom an apprenticeship is not the right answer
- The importance of finding the right channels of communication to get the message about apprenticeships more widely understood by young people
- Travel as a potential barrier and the support recently offered by Metro
- The 'careers advice - tips from young people' document prepared by Leeds Youth Council for schools
- The Apprenticeship Hub's school engagement programme and local apprenticeship events
- An offer from councillors to support the service where schools may be reluctant to engage
- Support provided by Children's Services for schools to self-assess their careers advice provision, and a proposal to ask schools to buy into additional resources
- The importance of working together better

The Board agreed to hold a further session of the inquiry on 1 April 2014, to include input from representatives of the National Apprenticeship Service, Apprenticeship Training Agency, learning providers and employers.

**RESOLVED** – That the issues raised by this session of the inquiry be noted.

Draft minutes to be approved at the meeting  
to be held on Tuesday, 18<sup>th</sup> February, 2014

## 72 Local Flood Risk Management Strategy

The Board considered the Draft Local Flood Risk Management Strategy, prior to its submission to the Executive Board and full Council for adoption. In attendance to address the Board and answer Members' questions were:

- Councillor Richard Lewis, Executive Member for Development and the Economy
- Peter Davis, Flood Risk Manager
- Roy Coello, Head of Engineering Services

The following issues were raised in discussion:

- Members of the Board broadly welcomed the document. They stressed the importance of maximising the combined resources available to address flood risk, in order to progress action on the priority measures listed in the strategy.
- Members welcomed the support that had been received from other local authorities for the Leeds Flood Alleviation Scheme bid.
- The Board was concerned about the ongoing issue of insurance costs for homeowners at risk of flooding.
- Members stressed the importance of considering flood risk issues in relation to planning and development. Whilst it was acknowledged that developer contributions for new building could sometimes be key to funding improvements that would also benefit the existing local community, Members were also concerned about the potential impact of the number of planning applications in areas at risk of flooding.
- The Board discussed the work of the gully cleansing team and the prioritisation of hotspots for more regular maintenance.

In accordance with scrutiny's specific statutory role in relation to flood risk management, the Scrutiny Board decided it would undertake an annual review of progress against the strategy, based on the Schemes and policies included in the List of Measures at Appendix C to the report and the eight key monitoring indicators listed in Section 7 of the strategy.

**RESOLVED** – That the Principal Scrutiny Adviser produce a summary of the Board's comments, to be presented alongside the draft Local Flood Risk Management Strategy when it is considered by the Executive Board.

(Councillors Marjoram, Coupar and Chapman left the meeting during the discussion of this item at 11.50, 11.55 and 12.05 respectively.)

## 73 Scrutiny of Strategic Partnerships - Formal response

The Board considered a formal response to the recommendations contained in its report on the Strategic Partnership Board. Members agreed to sign off the response to recommendation 1, and requested a further progress report on the second recommendation when the Board undertakes its next annual review of the strategic partnership.

**RESOLVED** – That the responses to the recommendations be noted, that recommendation 1 be signed off as achieved and that a further progress report on recommendation 2 be provided when the Board carries out its annual review of the Strategic Partnership.

(Councillor Wadsworth left the meeting at 12.10pm at the conclusion of this item.)

#### **74 Work Schedule**

The Board received a report of the Head of Scrutiny and Member Development which set out the latest version of the Board's work schedule.

The Board confirmed the inclusion of an extra meeting on 1 April 2014 to accommodate a third session of the apprenticeship inquiry. It was also agreed to reschedule the annual review of the strategic partnership board to this additional meeting.

It was further agreed to defer the recommendation tracking report on maximising powers to promote, influence and create local employment and skills opportunities, from February to March and to add the quarter 3 performance monitoring report to the March schedule.

The Board also considered a request for scrutiny from the Leader of Council, and agreed in principle to carry out an inquiry next year into asset management.

**RESOLVED** – That the changes to the work schedule set out above be agreed.

#### **75 Date and Time of Next Meeting**

Joint meeting with Scrutiny Board (Housing and Regeneration) Tuesday 4 February 2014 at 10am (pre-meeting for Board members at 9.30am)

Scrutiny Board (Sustainable Economy and Culture) Tuesday 18 February 2014 at 10am (pre-meeting for Board members at 9.30am)

(The meeting finished at 12.15pm)



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

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

**Date: 18 February 2014**

**Subject: Scrutiny Inquiry – Cultural Organisations’ engagement with Communities**

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 in June that it wished to carry out an inquiry this year on how cultural organisations engage with communities. The attached terms of reference for the inquiry were agreed by the Board in November 2013 (Appendix 1).
2. The first formal session of the inquiry was scheduled for February. A report from the Director of City Development is attached providing evidence for this session of the inquiry (Appendix 2). The Executive Member for Leisure and Skills and officers from City Development will be at the meeting to respond to members’ questions and comments.
3. In addition a representative from the Arts Council will attend the Board and present evidence in line with the terms of reference.
4. The next session of the inquiry is scheduled for the Board’s meeting on 15 April 2014, as set out in the terms of reference. A number of cultural organisations will be invited to participate in the April session.

**Recommendation**

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

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

None used

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<sup>1</sup> 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)**  
**INQUIRY INTO CULTURAL ORGANISATIONS' ENGAGEMENT WITH**  
**COMMUNITIES**

**TERMS OF REFERENCE**

**1.0 Introduction**

- 1.1 During 2012/13, the Scrutiny Board carried out a piece of work looking at the marketing of Leeds. As part of that inquiry, representatives from a number of the larger arts organisations in the city came to talk to the Board about their role and contribution to raising the profile of the city.
- 1.2 Members of the Scrutiny Board raised a number of questions about how arts organisations were also reaching out to local communities, particularly more deprived communities, to enable and encourage more people to engage with cultural activities, whether as audience or participants.
- 1.3 It was acknowledged that these questions fell outside the remit of the work being undertaken at the time and the Scrutiny Board agreed to carry out a separate piece of work to follow up its interest in this topic. This decision was confirmed when the Board considered and prioritised items for its 2013/14 work programme in June 2013.

**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 following areas:
- The ways in which cultural organisations in Leeds engage with local communities, particularly in more deprived areas, to enable and encourage more people to enjoy cultural activities;
  - The extent to which grant funding is, or could be, targeted to increase such community engagement; and
  - Good practice from elsewhere that could be applied in Leeds.

**3.0 Desired Outcomes and Measures of Success**

- 3.1 The decision to undertake this Inquiry has been based on the Board's belief that access to culture is an important element of a good quality of life, and can help to enhance people's sense of wellbeing, whether it be through participation or as audience.
- 3.2 It is important to consider how the Scrutiny Board will deem if 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.

3.3 Some potential initial measures of success are:

- Increased targeting of grant funding towards community engagement activity
- Increase in arts engagement evidenced through DCMS Taking Part survey
- An increase in the number of opportunities for local people to become involved with the arts
- An increase in the proportion of local people attending Leeds major cultural venues
- More young people taking part in cultural activities
- The extent to which cultural organisations involve views of local communities in developing their programmes of activity

#### **4.0 Comments of the relevant Director and Executive Member**

4.1 In line with Scrutiny Board Procedure Rule 12.1 where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference. Any comments will be reflected in the final terms of reference.

#### **5.0 Timetable for the inquiry**

5.1 The Inquiry will take place over two formal Scrutiny Board sessions.

#### **6.0 Submission of evidence**

##### **6.1 Session one – 18 February 2014**

- To hear from Arts Council England about baseline statistical information on engagement levels by different demographic/social groups in museums, libraries and different art forms.
- To hear from City Development and Arts Council England in their roles as funders and commissioners about current practice and future ideas to support more engagement of cultural organisations with local communities, especially in deprived areas of the city

##### **6.2 Session two – 15 April 2014**

- To hear from cultural organisations in Leeds about what they are currently doing and what they plan to do to engage with local communities, especially in deprived areas of the city

#### **7.0 Witnesses**

7.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Executive Member for Leisure and Skills
- City Development
- Arts Council for England
- Cultural organisations

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

- 8.1 The Equality Improvement Priorities 2011 to 2015 have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities will help the council to achieve its ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.
- 8.2 Equality and diversity will be a consideration throughout the Scrutiny Inquiry and due regard will be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.
- 8.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to inform recommendations.
- 8.4 Where an impact has been identified this will be reflected in the final inquiry report, post inquiry. Where a Scrutiny Board recommendation is agreed the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, conducting impact assessments where it is deemed appropriate.

## **9.0 Post inquiry report monitoring arrangements**

- 9.1 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.
- 9.2 The monitoring will be undertaken by the Board. This will be done at regular intervals appropriate to the content of the recommendation.

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**Report of The Director of City Development**

**Report to the Sustainable Economy and Culture Scrutiny Board**

**Date: 18<sup>th</sup> February 2014**

**Subject: Inquiry into cultural organisations' engagement with communities**

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

**Summary of Main Issues**

- 1 During 2012/13, the Scrutiny Board carried out a piece of work looking at the marketing carried out by cultural organisation in Leeds. As part of that inquiry, representatives from a number of the larger arts organisations in the city came to talk to the Board about their role and contribution to raising the profile of the city.
- 2 Members of the Scrutiny Board raised a number of questions about how arts organisations were also reaching out to local communities, particularly more deprived communities, to enable and encourage more people to engage with cultural activities, whether as audience or participants.
- 3 It was acknowledged that these questions fell outside the remit of the work being undertaken at the time and the Scrutiny Board agreed to carry out a separate piece of work to follow up its interest in this topic. This report sets out to highlight the main contributions that are made and also to outline to the board the future opportunities that exist in delivering opportunities for cultural engagement to the various communities in Leeds.

**Recommendations**

- 4 That board members recognise the valuable contribution that the cultural services play in providing opportunities for residents to engage in artistic activity whether as audiences and or participants.

## 1. Background

- 1.1 Cultural activity funded by the City Council for Leeds residents is delivered through a number of different mechanisms: grant support, commissioned activity or directly produced and delivered events.

Grant support is provided to Leeds arts organisations via the **arts@leeds** grant scheme for core business funding, and the Leeds Inspired funding programme designed to support project work. Whichever scheme organisations apply to, they must demonstrate the way in which they realise aspects of the City's cultural ambitions as articulated in the City Vision:

- spot nurture and retain talent
- remove barriers to enable all to participate in cultural activity
- contribute to the distinctiveness of the cultural offer in the city
- inspire the communities of Leeds and to be inspired by them

Secondly activity is commissioned, for instance the recent Momentous installation for Light Night. Finally Activity is directly produced such as that delivered via events such as the Leeds International Film Festival, the Leeds International Concert Season and Light Night. Engagement opportunities are also provided through the programme at the Carriageworks Theatre and the Town Hall and via the Events programme such as Opera and Party in the Park and Classical Fantasia. Although these venues and events are specific to one geographical location, postcode analysis of attenders at these various events demonstrates that they are enjoyed by residents city-wide.

- 1.2 Leeds residents also access cultural activities through a range of commercial and voluntary organisations that do not receive direct public funding, but what that funding does is allow for a greater diversity of events and opportunities.
- 1.3 The social impact of participating in arts activities within the local community can add to a sense of neighbourliness, and foster feelings of pride about where they live. For communities that are bound together by a shared experience rather than a locality (eg people with mental health needs) participating in arts activities can play an active role in building confidence, sense of identity and wellbeing. Leeds has a rich history of arts organisations working in partnership with communities and the authority is committed to supporting the valuable work that they deliver.
- 1.4 In July 2011, Executive Board agreed to revise the **arts@leeds** grant scheme process and introduce a three-year scheme to provide greater stability to cultural organisations that demonstrate commitment to the City through their programming, educational activity, community work and support to the local economy. Significant change to the Arts Council funding arrangements was a further driver, as these changes impacted the city's arts organisations in different ways. All grants are assessed against the same criteria which included reach; target audiences; performance against the four cultural objectives; financial stability; realism of costing; alternative funding sources and opportunities; equality; diversity and safeguarding policies; programme and commitment to the city. The current three year scheme will end in 2014/15. Analysis and appraisal of the scheme is underway and a new programme will be announced this summer.



- 1.5 The arts@leeds funding programme offers financial and developmental support to arts organisations working with communities in Leeds. This includes flagship organisations with national and international reputations such as Opera North, West Yorkshire Playhouse, Northern Ballet, Phoenix Dance and Yorkshire Dance, as well as well-respected smaller companies such as DAZL, East Street Arts and Pavilion. Funded organisations work across a huge variety of artforms including visual arts, theatre, music, dance, opera, festivals, literature, film, photography, radio and animation.
- 1.6 In 12/13 arts@leeds funded 51 organisations who hosted 18,289 sessions of participatory activity, including workshops, exhibitions, talks and demonstrations, to 95,283 residents of Leeds, with opportunities for participation happening in every ward of the city. Attracted 1,374,881 audience members to cultural performances and events happening in Leeds, employing around 3484 freelance Leeds-based artists.
- 1.7 At the same time, and to bring coherence and improve access to cultural activity, Executive Board introduced **Leeds Inspired** using funds reclaimed from the cessation of the West Yorkshire Grants scheme, to support and broaden the city's cultural offer. Leeds Inspired provides funding and promotional support for arts projects across the city through its grants schemes and events website.
- 1.8 The Leeds Inspired what's on website launched in March 2012 to provide a much needed space that brought together the huge range of arts events taking place across the city. Arts organisations from communities across Leeds have made great use of [www.leedsinspired.co.uk](http://www.leedsinspired.co.uk) and, since going live, more than 5,500 arts events have been added to the website by event organisers in Leeds.
- 1.9 As stated, the City Vision defines the four cultural ambitions of the city. To be successful for either grant scheme applicants must demonstrate how they will deliver against these, ie how they will:
- spot nurture and retain talent in Leeds
  - remove barriers to enable all to participate in cultural activity
  - contribute to the distinctiveness of the cultural offer in the city
  - inspire the communities of Leeds and to be inspired by them
- 1.9.1 Spotting, nurturing and retaining talent in Leeds – organisations need to demonstrate how they are working with the City's potential and existing talent as well as bringing established talent to the City. This is across the wide range of skills from backstage to front of house, from creator to exhibitor. They would need to demonstrate engagement of apprenticeships, volunteers, coaching/mentoring and training.
- 1.9.2 Removing barriers – organisations need to demonstrate how everyone will have a chance to experience cultural activity, not limited by ability, ethnicity, heritage, economic or social position.
- 1.9.3 Demonstrating Leeds' distinctiveness and tell the City's story – individuals and companies in receipt of a grant need to demonstrate how they act as advocates for

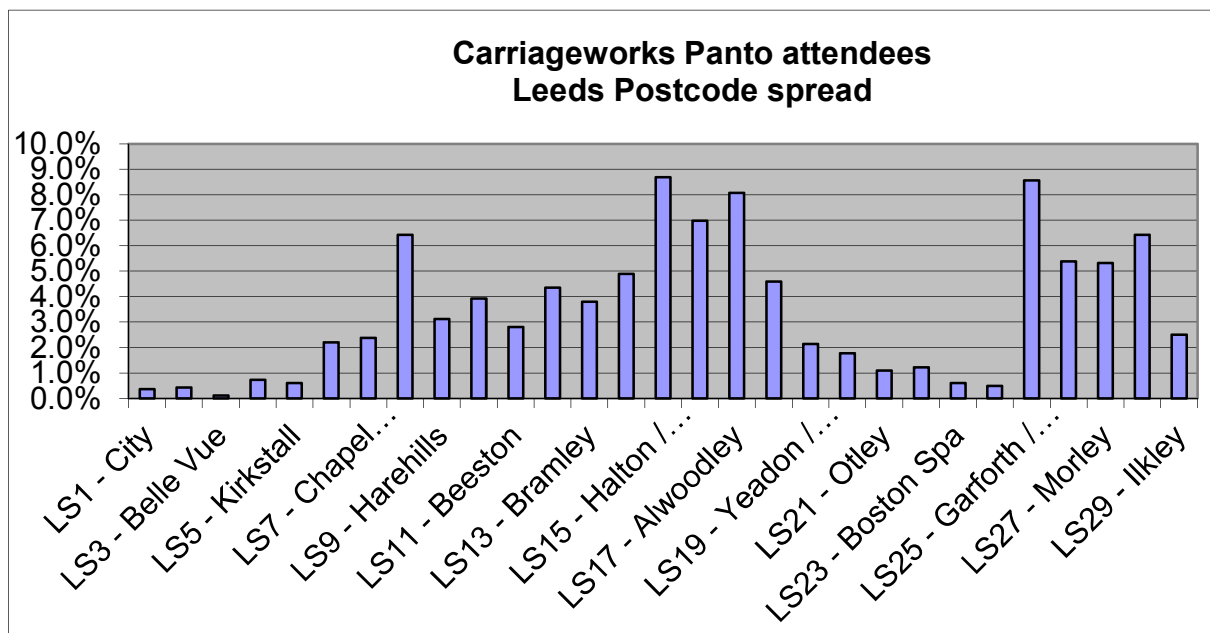
the City, both within Leeds and across the UK, helping define its distinctive nature through innovative programming and demonstrating how it underpins the economy.

1.9.4 Community inspired – all organisations have to demonstrate not just their work with community groups, particularly in the most challenging wards, to enable them to engage in culture, but also the impact of their work.

1.10 City Development’s Culture service oversees the running and directly programmes the **Carriageworks Theatre** and the **Town Hall**.

1.10.1 At the Carriageworks the programming vision focuses on well-known literature and family friendly work, local professional work and performances by local amateur and community groups. Shows for families and young people are proving particularly popular, especially for the ages 3-7 and they frequently sell out. For the under 10s pre-show activities include crafts, yoga and treasure hunts.

1.10.2 The Carriageworks pantomime has tremendous reputation and is the only traditional panto in Leeds City Centre. The 2013/14 Panto reached 90% beating all previous records and putting the Leeds show first out of all Paul Holman Associate’s 14 pantos across the UK. 15,341 people from across Leeds experienced the show:

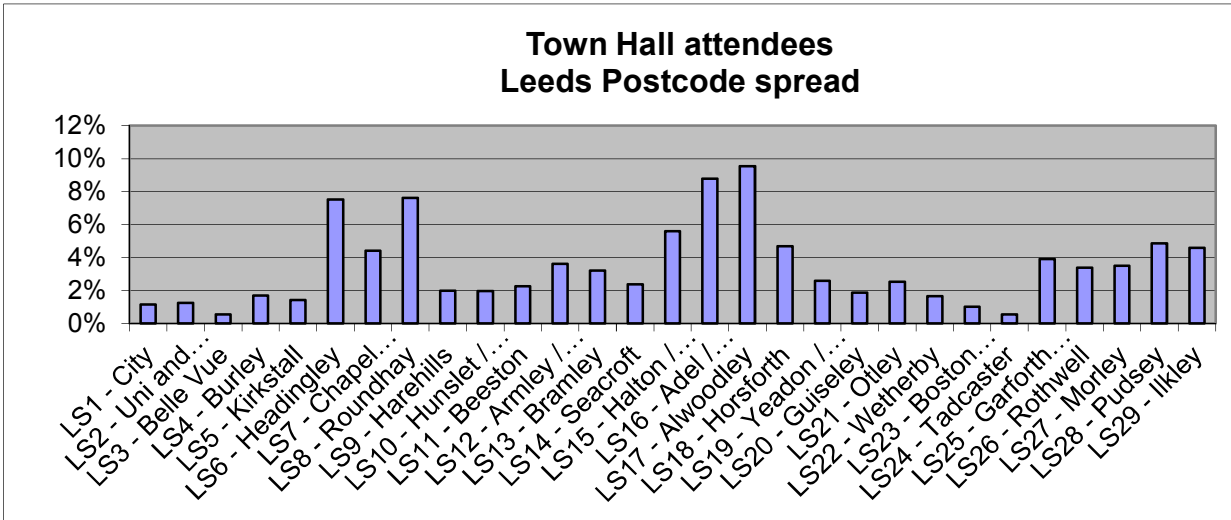


1.10.3 The Leeds Civic Arts Guild is an umbrella organisation of community amateur dramatic societies with hundreds of members of all ages. Most societies perform regularly at the theatre and use the space for weekly rehearsals and committee meetings. They also have a set workshop in the building where they create scenery and props. The Guild’s usage of the venue is vast with 815 hours performance hours and 1925.75 rehearsal hours over the 2013/2014 financial year.

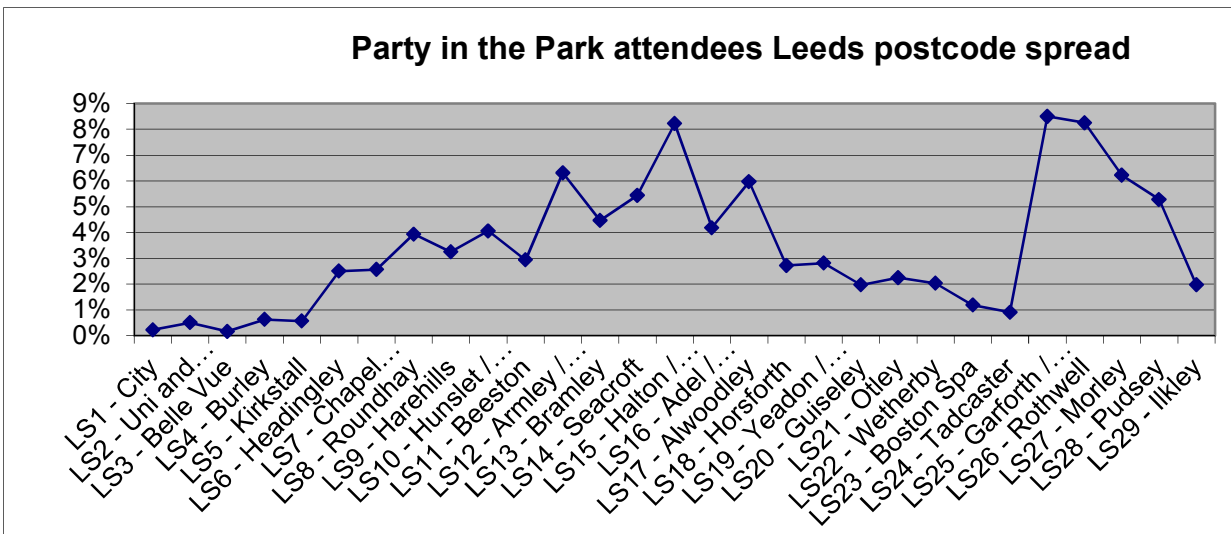
1.11 The programming team in the **Town Hall** promotes the summer Bands in Parks series. This series of free concerts on Sunday afternoons totals nearly 100 concerts in 21 parks around the city and reaches to the very heart of communities

including Harehills, Burley, Wortley, Farsley, Pudsey, Morley, Middleton, Rothwell, Guiseley and Yeadon as well as Oltey, Wetherby, Shadwell, Roundhay, Temple Newsom and Garforth etc.

1.11.1 In 2012, approximately 215,000 people attended an event at Leeds Town Hall. The range of activity presented by the Town Hall is enormous, from the visits of highly regarded foreign orchestras to community fashion shows, Chinese New Year celebrations to Thai Boxing, from comedians to world music. An analysis of ticket purchased last year shows a spread of attendance from all postcode districts in the City:



1.12 The Culture Service’s **Events Team** is one of the biggest and most experienced local authority events units in the UK. It is responsible for taking commercial bookings of two city centre event spaces, as well as organising a dynamic and varied programme of annual events and activities across the city including; the Ice Cube with its temporary themed attractions, the Leeds Lights Switch-on, large scale outdoor concerts such as Opera, Party and Classical Fantasia, markets, food and drink festivals, charity runs, screenings of sporting and cultural events, and numerous community or religious celebrations/parades.



**Breeze on Tour** delivers activity for all young people aged 0 to 19 years and this year will be based at Temple Newsam, Roundhay Park and Kirkstall Abbey. Mini Breeze is a smaller version of Breeze on Tour but still with inflatables, arts and crafts and a media workshop- bus which are all free, plus refreshments stalls and some fairground rides: Mini Breeze visits Springhead Park Rothwell, Yeadon Tarn, Micklefield Primary School, East Ardsley Rec, Farnley Park, Scatchard Park, Hainsworth Park, Armley Moor, Swinnow Park, Holbeck Moor, Middleton Park and Hunslet Moor.

- 1.13 **Breeze International Youth Festival (BIYF)** – 22 May – 2 June 2013. This festival is an exciting festival of events for young people aged 13-19 in Leeds, celebrating the creativity of young people across the city. BIYF worked with 17 different project partners to deliver 32 events during the 12 days of the festival. In total there were 8 performances, 16 workshops and 8 author talks/tours/film screenings during the 12 days of the festival that reached 427 project participants. As well as the events that took place during the festival, several projects in different parts of Leeds took place leading up to the festival. From participant consent forms and evaluation forms, we can see that 20% of participants were from LS10, followed by 7% from LS7 and 6% from LS27.
- 1.14 In addition, the **Library Service** hosts arts activities in the community through libraries across the city. Each library works with the community to host a programme of reading and arts events for their attendees. The libraries play a key role in areas of deprivation offering opportunities for the public to use the facilities take part in workshops and learn about activities happening in other parts of the city.
- 1.15 Leeds City Council Area Committees support activity through their wellbeing fund and young people's programme. Across the city there are 10 area committees and the **Area Committee Well-being Fund Small Grants Programme** has been set up to provide funding to support projects that address the priorities of the area and to help local community activities flourish. These have included applications from voluntary and community groups that have set up community art festivals.

The Area Support Teams work within communities and the majority of their efforts go into our priority neighbourhoods, generally the 10% most deprived super output areas on the indices of deprivation.

The Area Committees Wellbeing budget is designed specifically to be spent on local priorities, many of which are in the priority neighbourhoods. In East North East, the Area Committee employs neighbourhood managers who work solely in deprived communities. They have staff in Seacroft, Chapeltown / Harehills and Richmond Hill. This additional resource is available as Leeds City Council allocates the Wellbeing funds based on a formula of 60% deprivation and 40% population. Below are examples of activities supported by the Wellbeing Fund:

Kirkstall Festival, Hyde Park Unity Day, Pudsey Carnival, I Love West Leeds, Aireborough funday, Farsley jubilee, Pudsey jubilee, Armley jubilee, Lark in the Park in East End Park', Killingbeck and Seacroft Gala, Cottingley Summer Fayre, Middleton Park Summer Programme, Garforth Arts Festival, Morley Literature

Festival, Rothwell Summer Carnival, Rothwell Competitive Music Festival, Belle Isle Gala, Beeston Festival

- 1.16 An open meeting was recently held at the Town Hall attended by members of the public, arts organisations, artists and community group organisers, who all engaged in a productive discussion regarding Leeds bidding to become **European Capital of Culture 2023**. This was followed by a paper being tabled at a recent meeting of the Executive Board. Conversations are being encouraged to take place in various community forums across the city to further the discussion.

## **2 Main Issues**

### **2.1 Monitoring success and engagement**

- 2.2 Fundamental to each of the two specifically arts funding schemes (arts@leeds and Leeds Inspired) is the collection of data to evidence the social and economic value of culture for the city. All successful applicants commit to collect and submit core data throughout the year. Although the engagement of individuals within the grants scheme is impossible to track as arts organisations are unable to record the identity of every attendee, the annual returns made by each of the funded arts organisations do provide some detail of the type and breadth of their work.
- 2.3 Many of the larger arts organisations, Opera North, for example, although being based in the city centre, have firmly embedded outreach activity in many communities, in some very targeted areas of deprivation. For example the *In Harmony* project, taking place over a year in Belle Isle.
- 2.4 The delivery against commitments and clear evidence of value is used when assessing organisations as part of the grant process. All organisations receiving three-year grants are subject to annual review against their commitments. As a condition of funding the cultural organisations funded by the three year grant programme must provide an annual statement outlining their activities during the previous twelve months, similarly organisations funded through Leeds Inspired must provide a statement within eight weeks of the end of their project.
- 2.5 With 51 arts@leeds funded organisations and over 150 Leeds Inspired funded projects since the scheme began in 2012, it is clear that the work takes place in a range of localities and benefits many communities (not just based on locality) and meets the needs of residents in a variety of ways.

Below is a brief snapshot of some of the overall community engagement which has been enabled through the provision of the Council's two grants programmes. Data is taken either from the monitoring returns or from consultations with the Leeds Citizens' Panel:

### **2.6 Building our creative capital- spotting, nurturing and retaining talent**

- 2.7 3,176 training, coaching and mentoring sessions were provided by Grant Funded Organisations (GFOs ),590 new jobs, work placements and apprenticeships were provided by GFOs. 82,820 young people were attracted to 10,223 activities/ sessions organised by GFOs and 126,848 people participated in creative activity organised by GFOs

Case Study:

## **2.8 Passion4Fashion – September 2012**

2.9 Passion4Fashion was a design project that worked alongside 124 people to create unique catwalk outfits from second hand clothes. The design workshops took place in Kirkgate Market and brought people together from across the city. All the participants were unemployed and this presented a unique opportunity to develop creative skills through work with professional designers, photographers and artists. Their stunning creations were modelled to a delighted audience of 1200 people at Leeds Town Hall in September 2012. After P4F completed a new community group and enterprise were developed by participants as a direct outcome of the project. A Leeds Inspired grant of £5,000 levered in a further £13,500 from other sources. The project was managed by Leeds Federated Housing

## **2.10 Providing access to culture without barriers**

2.11 9,714 people living with a disability attended the specifically arranged 1,880 sessions or activities, 21,696 people living the most challenging lives attended the 5,918 events specifically designed for them. 5.9m visits were made to activities programmed by the GFOs.

Case Study:

## **2.12 Northern Ballet Theatre – Ugly Duckling**

2.13 There are many barriers to accessing culture such as physical, financial, geographical, educational attainment and perceptions. Cultural organisations across Leeds continue to tackle these.

2.14 One exciting project last year was Northern Ballet's Ugly Duckling production which was focused at introducing ballet to the under-fives. Ugly Duckling was performed at three community venues in areas where residents do not usually have access to the arts either through economic deprivation or social and cultural preferences: The Northern School of Contemporary Dance in Chapeltown, The Hunslet Club in Hunslet and Yeadon Town Hall.

In all areas NBT made connections with local community groups such as the Feel Good Factor, RJC Dance, DAZL and the Hunslet Club, offering a reduction in ticket price for those families they work with that are from low income households

At all venues ticket prices were set at an affordable rate of £5 for adults and £4 for children. By setting prices at an affordable rate, parents who had never been to the ballet before and weren't sure if they would enjoy it, were able to try it without risking too much, and if their child had to leave the auditorium during the performance, they were not wasting too much money.

NBT delivered engagement work at Breeze on Tour in Temple Newsam, John Charles Centre for Sport, Kirkstall Abbey and Roundhay Park, reaching new audiences and used a consultation group of Leeds families to feedback during the creative process to ensure the piece was child-friendly. The show toured

Chapelton, Hunslet and Yeadon as well as the city centre, was broadcast on CBBC on Boxing Day in 2013 and has been seen by over 300,000 people.

## **2.15 Being inspired by and inspiring the city to deliver a vibrant cultural offer**

2.16 5,259 volunteers worked with GFOs and together provided 7,612 days of support. This equates to £644,000 of investment by the community in culture in the city.

During the same period:

2.17 67% of residents indicated that they had tried a new cultural activity in the past year and 32% say that they have developed new skills

Case Study:

## **2.18 All Hands on Deck**

2.19 Last year two narrow boats sailed their way around the canals of Kirkstall, Bramley and Rodley. Captained by artists the boats became temporary community arts venues providing cultural inspiration for anyone who hopped on board. The project worked with residents groups, families, retired groups and young people which led to over 600 people took part in 15 arts workshops and performances on the boats. Activities included drawing, knitting, 3D modelling, singing and environmental talks.

The canal side in West Leeds is a stunning area and bringing people there to spend time on the boats raised awareness of this beautiful inner-city green-space. On the boats people often shared personal stories about their lives in the area which left a real sense of community pride. £3,000 funding from Leeds Inspired levered in a further £2,473 funding to the project from other sources. The project was managed by Safe Anchor Trust

## **2.20 Demonstrating the distinctiveness of Leeds and telling our story**

2.21 In 2012/13 4,523 new works were created in Leeds. £2.4m was spent on marketing and audience development activity and in addition the TV, radio and press coverage they received equated to at least £6.1m of free publicity for the city

In the same period:

2.22 76% of Leeds residents indicated that the cultural offer makes them feel that Leeds is creative and 86% felt that the cultural offer makes Leeds a good place to live

Case Study 1:

## **2.23 Precious Cargo**

2.24 Young people aged 14 – 24 were given the run of the City Museum world cultures collection to curate an exhibition as part of the Cultural Olympiad. The project engaged with 907 young people and 58,129 visitors of which 9,196 were young people. 94% of the visitors thought the exhibition was good or excellent and 92% said they learnt something.

A young person taking part commented:

- 2.25 *'it was great, we were trusted by the staff and they allowed us to touch and handle objects, to learn their stories and then retell them in our own words. This gave me real experience that I couldn't have got elsewhere '*

Case Study 2:

## **2.26 West Yorkshire Playhouse - Transform**

- 2.27 Transform is West Yorkshire Playhouse's festival of theatre and performance which challenges traditional ideas of theatre and helps re-imagine what theatre can look like and what it can do.

For the third festival last April, the event celebrated ideas around My Leeds, My City. Working with local Leeds talent - spanning companies, directors, theatre artists and writers - the festival examined the stories of the people and places in close proximity to the Playhouse. The Market, a work drawn from the words of the people who work in, shop in and remember Leeds Market in times gone by, was a production that told the big stories and even bigger characters held within its walls.

Burmantofts Stories, created in collaboration with poet and writer Rommi Smith and musician Simon Beddoe, was an outdoor performance featuring local residents that blended spoken word, movement and music in a colourful and vibrant spectacle outside the high-rise Shakespeare Towers.

## **3 Corporate Considerations**

### **3.1 Consultation and Engagement**

- 3.2 This report has been produced in consultation with various funding recipients and organisations in the city.

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

- 3.4 A diverse audience is vital to the health of the sector. Diversity is part of the grant awarding process. The arts organisations constantly consult with and canvas opinion across the city to not just inform new marketing but also their programme.

### **3.5 Council policies and City Priorities**

- 3.6 Increasing participation in cultural activity is a core priority for the city.

### **3.7 Resources and value for money**

- 3.8 This report does not have any financial implications

### **3.9 Legal Implications,**

- 3.10 Access to Information and Call In



3.11 This report is an information report and has no legal implications

#### **4 Conclusion**

4.1 The city has a strong cultural offer which responds to both local and regional demand. The various funding streams through which the council supports artistic activity play a major role in providing opportunities for communities to engage with the arts.

#### **5 Recommendations**

6 That board members recognise the valuable contribution that cultural and leisure services play in providing opportunities for residents to engage in artistic activity whether as audiences and or participants.

#### **7 Background documents**

7.1 None

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**Report of the Chief Officer Resources and Strategy**

**Report to the Sustainable Economy and Culture Scrutiny Board**

**Date: 18 February 2014**

**Subject: Tour de France Progress Report**

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

**Summary of main issues**

1. The report updates Members on preparations being made for the Grand Départ on the 5 July 2014, following on from the Scrutiny Board report of the 8 October 2013, and a progress report to Executive Board on the 18 December 2013.
  
2. Planning for the Grand Départ is now moving at a fast pace, and officers will update the position further at the Scrutiny Board meeting, and address issues raised by Members in October, which are not referred to in the main report.

**Recommendations**

3. Members are requested to note the proposals enclosed in this report, and that a report will be presented to a future meeting for discussion on Tour de France legacy.

## **1 Purpose of this report**

- 1.1 To update Members of the Scrutiny Board on progress made in planning for the Grand Départ of the Tour de France, and to update Members further at the meeting on arrangements which are moving forward quickly on a daily basis.

## **2 Background information**

- 2.1 This is the second report to Scrutiny Board on arrangements for the Grand Départ, and follows on from a progress report to Executive Board on the 18 December 2013, which described progress to date on a number of issues:

- Governance Arrangements with TdFHUB2014 Ltd.;
- City Centre;
- The Route;
- Member Engagement;
- Economic and Social Impact;
- Cultural Festival;
- Consultation and Engagement;
- Budget.

## **3 Main Issues**

### **3.1 Planning for the Grand Départ on the 5 July 2014**

Planning continues to progress well, with arrangements now in place for the Press Centre on MEPC land at Wellington Place, repair work needed for the Victoria Gardens area identified, and to be undertaken in March, a provisional order raised for 5 grandstands to be placed opposite Victoria Gardens on The Headrow for the Départ, and a “Leeds brand” selected and to be used by the Council, which can be made available to local communities, business and schools for their own use.

Previously reported to Executive Board on 18 December 2013 are other arrangements currently in place:

- Millennium Square to be the hospitality village for the Tour sponsors;
- The team briefing for the cyclists on Thursday 3 July will take place at the University of Leeds Auditorium before the opening ceremony at the First Direct Arena;
- On the 5 July, all of the cyclists will “sign in” for the race on Victoria Gardens;

The cyclists will leave from outside the Art Gallery on the Headrow at 11.10am on the 5 July.

### 3.2 City Dressing

The official Tour de France brand will be used on the route, and with regards to dressing the city, we are timing our programme with key dates from Welcome to Yorkshire, the first of which is the 29 January when Welcome to Yorkshire will announce the programme for the Yorkshire Cultural Festival. At this point lamp post banners will be in place along the route in the city centre and outside of the train station, and there will be large banners outside of Leeds Town Hall. In addition we will be releasing a digital countdown clock to be played on the Millennium Square screen, Trinity Leeds screen and shared with stakeholders for their own use online and in reception areas.

On the 27 March, to coincide with the launch of the Yorkshire Cultural Festival, a physical countdown clock will be unveiled at Trinity Leeds. Other areas of city dressing, are being developed throughout the spring and early summer and we are working on a series of projects which will animate the city centre in the week leading up to the Grand Depart, when we will have up to 2000 journalists in the city.

### 3.3 Spectator Hubs

Spectator hubs are locations on the route where we will be directing people to gather to watch the caravan and race. We are waiting for the TDF Hub 2014 Ltd to announce which of the spectator hubs on the 1<sup>st</sup> and 2<sup>nd</sup> stages they are willing to joint fund, but, we are still progressing with planning for the three hubs in Leeds, at Scott Hall Playing Fields, Harewood Estate, and Otley. Local Ward Members have been briefed regarding Scott Hall and Otley, where big screens have been hired for the event.

### 3.4 Spectator Demand

Work has been undertaken by external consultants regarding likely spectator demand across all stages of the Tour in the UK. The projection for Stage 1 is 880,000. It is recognised by most agencies that the findings are limited e.g. two thirds of the forecast demand is identified as casual, people who are attracted to the event by media coverage and proximity – many will make late decisions. Also, that the forecasts are generated using quantitative methodology and not based on intentions. TdFHUB have agreed that further work is to be undertaken. They will also commission further spectator demand forecasting in March using all the refinements which will inform numbers for all key sites, parking, events and facilities.

#### Projected Spectator Demand: Leeds

Sector	Description	Distance	Projected numbers	Comment
1	Start to Sheepscar	1.5km	27,000	4 – 5 deep on average
2	Sheepscar to Ring Road	6km	35,000	Mainly local residents
3	Ring Road to Harewood exit	10km	28,000	Additional demand around Harewood House
4	Harewood to Otley	13km	65,000	High demand as nearest race

				route to Leeds city.
5	Otley to Bradford boundary	3km	10,000	Mix of Leeds and Bradford residents

### **3.5 Children's Services**

The Tour De France Yorkshire Resource Park for schools has been communicated to all Leeds schools and a second communication about some of the proposals will be sent out at the end of January. A programme of 30 projects around teaching and learning, celebration and legacy for children and young people has been developed. These include a mini Tour de France at Temple Newsam Park for all primary schools.

### **3.6 Maximising Economic Impact**

Work is ongoing with Welcome to Yorkshire on a business toolkit document, incorporating content from ourselves, designed by the Welcome to Yorkshire team and using Tour de France branding, and is set for a January launch.

Planning is ongoing with developing a programme of Leeds business engagement events in January/February 2014, held jointly with Welcome to Yorkshire, but focusing on Leeds.

### **3.7 ASO Visit**

Further plans have now been received from ASO and a site visit took place on 16 January specifically looking at the facilities for the riders briefing, potential parade from the University to the Arena, and requirements for the riders at the Arena opening ceremony and start area.

### **3.8 Communications**

Draft communications strategy produced in line with TdF 2014 Hub plan.

Mailing to "locked in" addresses and PR to go out beginning of February, along with a press release regarding the outline times for road closures.

We are starting to look at issues of VIP and dignitary management with partners at the Hub and Welcome to Yorkshire.

## **4. Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 A Members seminar has been held, as well as this being the second report to Scrutiny Board. A cross party group of Members has been established, and all Parish Councils were invited to meet with officers to discuss plans. Separate

briefings have been given to Chapel Allerton and Otley Ward Members, who will host spectator hubs, along with briefings for Otley Town Council.

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

4.2.1 An Equality Impact Assessment is now being undertaken.

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

4.3.1 Attracting the Grand Départ, along with other major sporting events, Rugby League and Rugby Union World Cups, BBC Sports Personality of the Year, Sky Ride, British Art Show and recent discussions on a bid for European Capital of Culture 2023, underlines the ambition to be Best City. It also supports the health and family agenda and delivers the Best Council objective to Promote Sustainable and Inclusive Economic Growth by building an Active and Creative City.

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

4.4.1 Executive Board agreed a combined revenue and capital budget of £3,612,000, and spend to date is within budget.

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

4.5.1 The report is not subject to Call In.

## **4.6 Risk Management**

4.6.1 A full risk register has been created for the delivery of the Grand Départ, and is formally reviewed by the Tour de France Project Board.

## **5 Conclusion**

5.1 Arrangement for the Grand Départ are progressing well, with estimates being that the event can be delivered within budget, although all of the major procurement contracts are now out to tender, and more will be known when these major items of expenditure are evaluated.

## **6 Recommendations**

6.1 Members are requested to note the proposals enclosed in this report, and that a report will be presented to a future meeting for discussion on Tour de France legacy.

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

7.1 None.

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<sup>1</sup> 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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## Report of Head of Scrutiny and Member Development

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

**Date: 18 February 2014**

**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 draft work schedule is attached as appendix 1. The work schedule reflects discussions at the Board's meeting in January. It will be subject to change throughout the municipal year.
2. Also attached as appendix 2 are the Executive Board minutes of 22 January 2014.

### Recommendations

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

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

None used

<sup>1</sup> 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 2013/2014 Municipal Year**

Area of review	Schedule of meetings/visits during 2013/14		
	June	July	August
<b>Jobs and skills Inquiry</b>			
<b>Leeds Let's Get Active Scheme Inquiry</b>	To agree terms of reference SB 18/6/13	Session One SB 16/7/13	
<b>Tour de France</b>			
<b>Call In</b>			West Park Centre SB 6/8/13
<b>Requests for scrutiny</b>	Party in the Park	Residents' Parking Permit Schemes SB 16/7/13	
<b>Pre-decision Scrutiny</b>		Draft Sports Strategy SB 16/7/13	
<b>Recommendation Tracking</b>		Maximising Powers to Promote Influence and create Local Employment and Skills Opportunities SB 16/7/13	
<b>Budget &amp; Policy Framework Plans</b>			
<b>Performance Monitoring</b>	Quarter 4 performance report SB 18/6/13		
<b>Contributions to the work of other Scrutiny Boards</b>		Youth Offer (led by Children & Families) WG 9/7/13	

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## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	September	October	November
<b>Apprenticeships Inquiry</b>	Scope inquiry WG 9/9/13	Agree terms of Reference SB 8/10/13	Session One SB 19/11/13
<b>Cultural organisations' engagement with communities Inquiry</b>			Agree terms of Reference SB 19/11/13
<b>Tour de France</b>		SB 8/10/13	
<b>West Park Centre</b>	SB 17/9/13		
<b>Requests for scrutiny</b>		Developers and planning process SB 8/10/13	
<b>Pre-decision Scrutiny</b>	Community Infrastructure Levy draft charging schedule SB 17/9/13	Residents' Parking Permit Schemes SB 8/10/13	
<b>Budget &amp; Policy Framework Plans</b>			
<b>Recommendation Tracking</b>		Young People's engagement in culture SB 8/10/13	
<b>Performance Monitoring</b>			
<b>Contributions to the work of other Scrutiny Boards</b>	Youth offer WG 24/9/13		

## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	December	January	February
<b>Apprenticeships Inquiry</b>		Meeting with young people WG 16/1/14  Session Two SB 21/1/14	
<b>Cultural organisations' engagement with communities Inquiry</b>			Session One SB 18/2/14
<b>Tour de France</b>			Progress report on preparations SB 18/2/14
<b>Manufacturing Sector</b>	Briefing SB 17/12/13		
<b>Requests for scrutiny</b>			
<b>Pre-decision Scrutiny</b>			Strategic Economic Plan SB 4/2/14 (Joint with Housing & Regeneration)
<b>Budget &amp; Policy Framework Plans</b>	Executive Board's initial budget proposals WG 17/12/13	Local Flood Risk Management Strategy SB 21/1/14	
<b>Recommendation Tracking</b>		Scrutiny of Strategic Partnership Board SB 21/1/14	
<b>Performance Monitoring</b>	Revised performance framework SB 17/12/13		
<b>Contributions to the work of other Scrutiny Boards</b>	Youth offer WG 10/12/13		

Key: SB – Scrutiny Board (Sustainable Economy and Culture) Meeting

WG – Working Group Meeting

## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		15 April
	March	1 April	
Apprenticeships Inquiry		Session Three SB 1/4/14	
Cultural organisations' engagement with communities Inquiry			Session 2 SB 15/4/14
Leeds Let's Get Active Scheme	Session Two SB 18/3/14		
Annual review of Partnership		To undertake "critical friend" challenge SB 1/4/14	
<b>Requests for scrutiny</b>			
<b>Pre-decision Scrutiny</b>			
<b>Budget &amp; Policy Framework Plans</b>			
<b>Recommendation Tracking</b>	Maximising Powers to Promote Influence and create Local Employment and Skills Opportunities SB 18/3/14  Young People's engagement in culture SB 18/3/14		
<b>Performance Monitoring</b>	Quarter 3 performance report SB 18/3/14		
<b>Contributions to the work of other Scrutiny Boards</b>	Youth Offer WG Date TBC		

## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year

### Unscheduled items

Sustainability of events Working Group

Site Allocations Plan – estimated June 2014

Aire Valley Action Plan – estimated June 2014

Community Infrastructure Levy – apportionment of spending and spending priorities – estimated summer 2014 (to include representative from Housing & Regeneration SB)

Asset Management (Chair of Resources and Council Services to be included) 2014/15

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## EXECUTIVE BOARD

WEDNESDAY, 22ND JANUARY, 2014

**PRESENT:** Councillor K Wakefield in the Chair

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

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

**RESOLVED** – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during 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 entitled, 'Design and Cost Report: Mercury Abatement: Cottingley Crematorium' referred to at Minute No. 169 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any person or company (including the authority holding that information) which may result in prejudicial trading of that company. It is therefore considered that it is not in the public interest to release this information at this time, as this would compromise the Council's position.

**155 Declaration of Disclosable Pecuniary Interests**

There were no Disclosable Pecuniary Interests declared to the meeting, however:-

In relation to the item entitled, 'Financial Health Monitoring 2013/2014: Month 8', Councillors Yeadon and Mulherin both drew the Board's attention to the fact that Councillor Yeadon was the Chair of the Leeds Grand Theatre and Opera House Board of Management and Councillor Mulherin was a member of the same Board. (Minute No. 160 refers).

**156 Minutes**

**RESOLVED** – That the minutes of the previous meeting held on 18<sup>th</sup> December 2013 be approved as a correct record.

## **LEISURE AND SKILLS**

### **157 European Capital of Culture 2023**

The Director of City Development submitted a report which sought to highlight the opportunity for Leeds to submit a bid to become European Capital of Culture 2023. In addition, the report outlined the issues and benefits associated with the title and aimed to canvas opinion from the Executive on this subject.

In presenting the report, the Executive Member for Leisure and Skills welcomed the positive responses received following informal discussions which had been conducted on this issue and highlighted that throughout any forthcoming consultation, consideration would continue to be given to the potential impact that achieving this award may have upon the people of Leeds.

#### **RESOLVED -**

- (a) That the contents of the submitted report, including those issues and opportunities raised within it regarding the consideration of whether or not to submit a bid for European Capital of Culture 2023, be noted.
- (b) That support be given to continued discussions taking place with a wide range of stakeholders over the next 9-12 months on this issue.
- (c) That a more detailed report be submitted to the Board in early 2015, outlining the results of the additional consultation, research and other considerations made at that point.

## **ADULT SOCIAL CARE**

### **158 Response to Deputation - MENCAP regarding 'Question Time' Event at Leeds Civic Hall**

The Director of Adult Social Services submitted a report responding to the deputation presented by a group of people with learning difficulties, who were supported by MENCAP, to the full Council meeting of 13<sup>th</sup> November 2013. The deputation related to the 'Question Time' event held at Leeds Civic Hall on 26<sup>th</sup> July 2013 and the potential establishment of a Leeds People's Parliament.

#### **RESOLVED -**

- (a) That the success of the 'Question Time' event which was held in the Council Chamber on 26<sup>th</sup> July 2013 be noted, together with the importance of people with a learning disability being involved in local democracy.
- (b) That support be provided to the 'Asking You!' Reference Group with regard to the group sharing learning with the Sheffield People's Parliament.

- (c) That support be provided to the 'Asking You!' Reference Group with regard to looking at regularly using the Council Chamber for their meetings, and also in respect of the group giving consideration to changing its name, if members of the group so wish, in order to reflect its links with local democracy.
- (d) That it be noted that the Joint Commissioning Manager will support the 'Asking You!' Reference Group in taking these recommendations forward.

### **LEADER OF COUNCIL'S PORTFOLIO**

#### **159 Response to Deputation - the role of Post Offices within Communities**

The Assistant Chief Executive (Citizens and Communities) submitted a report responding to the deputation presented to the full Council meeting of 13<sup>th</sup> November 2013 concerning the role of Post Offices within the community.

#### **RESOLVED -**

- (a) That the work which is taking place in localities to support individual Post Offices be noted.
- (b) That the level and nature of the work which the Post Office currently conducts on behalf of the Council be noted.

#### **160 Financial Health Monitoring 2013/2014 - Month 8**

The Deputy Chief Executive submitted a report presenting the Council's projected financial position for 2013/2014 after eight months of the financial year.

The Chair thanked all officers concerned for their continued efforts which had led to the currently projected underspend after 8 months of the financial year.

Responding to a specific enquiry, a Member was provided with further information regarding the increased costs associated with dog kennelling services which had been experienced.

#### **RESOLVED -**

- (a) That the projected financial position of the authority after eight months of the financial year be noted.
- (b) That an additional grant payment of £142,000 from contingency be approved, in order to stabilise the Grand Theatre company's finances.

### **HEALTH AND WELLBEING**

#### **161 Review and Commissioning of Drug and Alcohol Treatment and Recovery Services**

The Directors of Public Health, Adult Social Services, Children's Services and Environment and Housing submitted a joint report regarding the commissioning review undertaken in respect of drug and alcohol treatment

and recovery services, which followed directly on from the Leeds Drug and Alcohol Strategy and Action Plan approved by Executive Board in November 2013 (Minute No. 120 referred). The report highlighted the key findings from the review, detailed the draft service design and sought approval to proceed with the re-commissioning of the services.

In considering the submitted report, a Member sought to emphasise the potential cost efficiencies and savings which the re-commissioned integrated services could achieve. In response, the Board noted the comments made in respect of potential savings and highlighted the importance of re-investing such savings into service provision wherever possible.

In addition, specific reference was made to the work of Safer Leeds in respect of tackling the issue of drugs and alcohol misuse. Also, the Board's attention was drawn to the significant number of young people who were affected by parental drug and alcohol misuse in the UK.

**RESOLVED** – That the progress of the review be noted, and that approval be given to proceed with the re-commissioning of drug and alcohol treatment and recovery services.

## **DEVELOPMENT AND THE ECONOMY**

### **162 High Speed Rail Phase 2: Formal Consultation Response**

Further to Minute No. 176, 15<sup>th</sup> February 2013, the Director of City Development submitted a report providing an update on the Government's proposals for HS2 and which sought endorsement of the proposed City Council submission to the Department for Transport's consultation exercise on the initial preferred route and station proposals.

The draft submission to the HS2 Phase 2 consultation exercise was appended to the submitted report for Board Members' consideration.

Responding to a question, the Board was provided with clarification regarding the consistency of the representations which had been made by the Council in respect of the HS2 route and potential alternatives to it, together with the compensation arrangements. Regarding the compensation arrangements, emphasis was placed upon the need for such arrangements to be resolved at the earliest opportunity.

The Board discussed and noted the potential range of benefits which could be realised from the development, including improved connectivity throughout the city region, increased capacity upon the network, increased transportation of freight via rail and associated regeneration, jobs and skills opportunities. Members also noted the benefits from a coherent approach being adopted by the relevant authorities within the north of England.

### **RESOLVED -**

(a) That the contents of the submitted report be noted.

- (b) That the proposed submission to the HS2 Phase 2 consultation, as set out within the appendix to the submitted report be approved, subject to any final amendments.
- (c) That the final submission of the response by the deadline date of 31st January 2014 be delegated to the Director of City Development.

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

(The matters referred to within this minute were designated by the Board as being exempt from Call In, due to the fact that the decisions arising from this report were deemed as urgent, given that the submission deadline for the consultation document is 31<sup>st</sup> January 2014. The Call In process would not enable the submission deadline to be met by the Council, and it is deemed that not meeting this deadline may prejudice the Council's or the public's interest)

**163 A6120/A65 Horsforth Roundabout Improvement**

The Director of City Development submitted a report advising of the scheme costs totalling £2,770,000 for the proposed improvements to Horsforth Roundabout and which also sought authority to incur additional expenditure of £2,520,000 (of which, £250,000 had been previously approved). In addition, the report also sought to invite tenders and to implement the proposed highway improvement works to Horsforth Roundabout.

**RESOLVED –**

- (a) That the construction of the Council's preferred scheme to fully signalise Horsforth Roundabout at an estimated cost of £2,770,000, be approved.
- (b) That an additional £1,450,000 be injected into the City Development Capital Programme for this scheme (noting that £1,320,000 is already included in the Capital Programme and also that the £1,450,000 is funded from a private developer contribution receipt).
- (c) That authority be given to incur additional expenditure of £2,520,000 (comprising of works costs of £2,380,000; staff fee costs of £110,000 and legal/other costs of £30,000) funded from the LTP Transport Policy Capital Programme (£1,070,000) and a Private Developer contribution receipt (£1,450,000).
- (d) That it be noted that previous Design and Cost reports approved authority to incur expenditure of £250,000 on initial staff design fee costs on this scheme, funded from the LTP Transport Policy Capital Programme.
- (e) That it be noted that the officer responsible for implementing these proposals is the Acting Head of Transport Policy, that the works will be

procured through competitive tender and delivered in line with the date identified in section 4.7 of the submitted report.

**164 East Leeds Extension: Next Steps in Enabling Investment in Infrastructure and Housing**

Further to Minute No. 100, 9<sup>th</sup> October 2013, the Director of City Development submitted a report providing an update on the work undertaken to establish the principles on which the financial contribution of housing developers to the construction of the East Leeds Orbital Road (ELOR) could be based. The submitted report invited the Board to note the rationale behind the approach proposed and to consider the implications for the Council and its role in leading the delivery of infrastructure and housing in the East Leeds Extension.

The Board acknowledged the significance of the scheme for East Leeds, both in respect of housing development and also with regard to associated infrastructure and noted that it was currently anticipated that the Northern Quadrant planning application would be submitted to City Plans Panel in February 2014.

Responding to an enquiry, the Board was provided with clarification both on the associated timescales for the scheme, together with the processes by which the development was being progressed.

Members noted that further work was to be undertaken with regard to proposals around greenspace provision associated with the development, whilst the Board also received an update in respect of the current position regarding infrastructure funding.

Regarding paragraph 2.11 of the submitted report, the Executive Member for Neighbourhoods, Planning and Support Services sought the Board's approval to withdraw a section of this paragraph (commencing: 'It is envisaged' through to 'to the A58', together with the removal of the word 'further' from the final sentence), in order to properly reflect the current position in respect of the Red Hall site, and the fact that preliminary work in the form of an Informal Planning Statement would continue in 2014, along with associated consultation. The paragraph within the submitted report would then read:

'In Section 1 – Red Hall, the Council itself owns the majority of the land, which was the subject of a report to Executive Board in September 2013. Members approved drafting of an informal Planning Statement for the site that following relocation of the existing Parks & Countryside nursery would guide possible future development and set out the requirement for local infrastructure and facilities. The detailed brief will be developed during 2014 and will be subject to consultation with local residents and other stakeholders'.

**RESOLVED -**

- (a) That the position reached in discussions with the Northern Quadrant consortium, as set out within the submitted report, be noted.

- (b) That with regard to paragraph 2.11 of the submitted report, the section of this paragraph (commencing: 'It is envisaged' through to 'to the A58', together with the word 'further' from the final sentence) be withdrawn from the report, in order to properly reflect the current position in respect of the Red Hall site, and the fact that preliminary work in the form of an Informal Planning Statement would continue in 2014, along with associated consultation. As a result, the paragraph within the submitted report would read as detailed above.
- (c) That support be given to the principle that (subject to the grant of planning permission) the delivery of the East Leeds Orbital Road between the A58 and A64 roundabouts should be funded by developer contributions, to be included in a s106 agreement to be negotiated by the Chief Planning Officer (paragraphs 3.8 – 3.12 of the submitted report refer).
- (d) That approval be given to the principle of direct delivery by the City Council of the East Leeds Orbital Road between the A58 and A64, to be led by the Chief Highways and Transportation Officer, subject to securing the necessary statutory consents, the grant of planning permission including the completion of the s106 agreement and the approval of a detailed financial business case (paragraphs 3.10 – 3.12 of the submitted report refer).
- (e) That approval be given for the Chief Highways and Transportation Officer to progress delivery of the East Leeds Orbital Road between the A58 and A64 on the basis that, should any compulsory purchase of land be required, the s106 agreement negotiated by the Chief Planning Officer will include an indemnity to the Council from the Northern Quadrant consortium for all costs properly incurred in pursuing a CPO (paragraphs 3.20 – 3.22 of the submitted report refer).
- (f) That a further report be brought back to Executive Board by the Director of City Development in order to agree the specific financial implications for the Council as early as possible once the details of the s106 Agreement for the Northern Quadrant have been established.
- (g) That approval be given to the approach as set out within resolutions (a) to (d) above. With this approach being used as a basis for the Chief Planning Officer to lead discussions with landowners and developers in the Red Hall, Middle and Southern Quadrants of the East Leeds Extension for establishing developer contributions to the funding of the East Leeds Orbital Road (as set out within paragraphs 3.25 – 3.27 of the submitted report), subject to the further legal clarification referred to in paragraph 3.30 of the submitted report.
- (h) That the due diligence now underway with the Homes and Communities Agency and development interests to secure access to up to £15,200,000 of support in the form of loans or equity from the government's Local Infrastructure Fund towards the costs of delivering

the East Leeds Orbital Road which will support the development of housing in the East Leeds Extension, be noted (paragraphs 3.32 – 3.33 of the submitted report refer).

**165 Leeds City Council Input to Leeds City Region Strategic Economic Plan**

The Director of City Development submitted a report setting out the recommended main proposals from Leeds City Council to be incorporated into the Leeds City Region Strategic Economic Plan.

Members noted the process by which greater levels of devolution to Local Authorities had been proposed, noted the respective levels of capital finance relating to this initiative when compared to revenue and acknowledged the need for such finances to feed into the development of strategic schemes wherever possible.

**RESOLVED -**

- (a) That the main emerging priorities from Leeds, which will form the basis for Leeds City Council's submission to the Leeds City Region Strategic Economic Plan be endorsed.
- (b) That the approach of using the Core Cities "asks" of Government, as the basis for our proposals to Government, through the Strategic Economic Plan and the City Growth Deal, for greater devolution to support economic growth, be endorsed.
- (c) That the Chief Economic Development Officer be requested to co-ordinate further work to develop the proposals from Leeds for input into the Strategic Economic Plan and to work closely with the Leeds City Region team on the production of the Strategic Economic Plan, recognising that this will be an iterative process.
- (d) That the submitted report and the issues covered within it be referred for consideration to a joint session of the Scrutiny Board (Sustainable Economy and Culture) and the Scrutiny Board (Housing and Regeneration).
- (e) That the Chief Economic Development Officer update Executive Board at its meeting on 5th March 2014 on the proposed input from Leeds into the Strategic Economic Plan, including on how the views of the Scrutiny Boards have been taken into account.

**NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES**

**166 Proposal for Maximising the Use of Council Homes**

The Director of Environment and Housing submitted a report which proposed a new incentive scheme to facilitate moves which would enhance the use of council stock and deliver improved outcomes for customers.



Members discussed the levels of demand for certain types of properties, and responding to an enquiry, the Board noted the flexible approach taken in certain circumstances with regard to under occupancy, where affordability of a larger property was not an issue for the customer and such an approach would increase both customer choice and also tenancy sustainability.

The Board considered the benefits of a mutual exchange incentive scheme and noted the more proactive and flexible approach to be taken by housing managers in future.

**RESOLVED -**

- (a) That the successes of the Council's under occupation scheme and the mutual exchange incentive scheme be noted.
- (b) That the formal closure of the Council's previous under-occupation incentive scheme be approved.
- (c) That £200,000 from the Housing Revenue Account for 2014/2015 be earmarked to fund a new incentive scheme to operate from April 2014 – March 2015, based upon the principles outlined within sections 4.16 – 4.37 of the submitted report.
- (d) That approval be given to a new scheme being developed by the Chief Officer Statutory Housing, in conjunction with officers from Housing Leeds Housing Management, to be launched from 1st April 2014.

**CHILDREN'S SERVICES**

**167 Design & Cost Report for Allerton Bywater Primary School: Basic Need Project Phase 2 - New build accommodation to facilitate school expansion**

The Director of Children's Services submitted a report regarding the proposed Basic Need expansion at Allerton Bywater Primary School which would enable the admission limit of the school to increase from 30 to 60 pupils. In addition, the report sought authority to incur capital expenditure of £2,035,338 in order to undertake the works required to provide 6 additional teaching spaces, cloakrooms space, toilet facilities and additional parking provision at the school.

The Board noted that an issue had recently arisen with regard to a redundant mine shaft on the land potentially identified for off-site car parking, however, Members were assured that this matter would not impact upon the proposals as set out within the submitted report.

**RESOLVED -**

- (a) That expenditure of £2,035,338 from Capital Scheme number 16585/ALB/000 be authorised in order to enable the construction of additional accommodation at Allerton Bywater Primary School.

- (b) That the programme dates, as identified within section 4.4 of the submitted report, regarding the implementation of this decision be noted, with it also being noted that the final delivery date for total completion of this scheme is August 2014.
- (c) That it be noted that the Director of Children's Services is responsible for the implementation of such matters.

## **ENVIRONMENT**

### **168 Waste Collection Service Policies**

Further to Minute No. 90, 9<sup>th</sup> October 2013, the Director of Environment and Housing submitted a report which sought to formalise the Council's policies for the kerbside collection of waste and recyclables. Specifically, the Board was recommended to formally adopt the specific operational kerbside collection policies, as proposed within section 3 of the submitted report.

By way of introduction to the submitted report, the Executive Member for the Environment provided the Board with a number of clarifications in respect of its contents, highlighting that the proposed policies were intended to formalise the Council's existing practices regarding the kerbside collection of waste and recyclables. Furthermore, the Executive Member paid tribute to all of the teams involved in the Council's kerbside collection services for the work they continue to undertake.

Responding to enquiries, the Board received an update and clarification upon a number of issues including: the provision of brown bins to more households across the city, the procedure to address missed collections and the provision of food waste collections.

**RESOLVED** – That the formal adoption of the specific operational kerbside collection policies, as proposed within section 3 of the submitted report, be approved.

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

### **169 Design and Cost Report: Mercury Abatement - Cottingley Crematorium**

Further to Minute No.15, 19<sup>th</sup> June 2013, the Director of Environment and Housing submitted a report advising of the progress made regarding the specification development and cost estimates in relation to Cottingley Crematorium, in addition to seeking approval to spend up to the financial limit as detailed within exempt appendix 1 of the submitted report. Furthermore, the report sought approval to let the contract following the conclusion of a design and build procurement process, subject to the preferred tender return being within the approved budget, as detailed within exempt appendix 1. Finally, the report sought approval of an injection of £425,000 into Capital Scheme No. 16194 to cover the costs identified in the exempt appendix.

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

**RESOLVED -**

- (a) That expenditure of up to the limit detailed within exempt appendix 1 to the submitted report be authorised to replace the cremators at Cottingley Crematorium with equipment capable of abating mercury emissions.
- (b) That the award of a design and build contract be approved, subject to the preferred tender return being within the budget as detailed within exempt appendix 1 to the submitted report.
- (c) That an injection of £425,000 into Capital scheme 16194 / COT / 000 be approved in order to cover the costs as identified within exempt appendix 1 to the submitted report.
- (d) That the steps required to implement the decisions and associated timescales, as detailed within paragraph 3.2 of the submitted report be noted, together with the fact that the Chief Officer Parks and Countryside will be responsible for implementing such decisions.

**DATE OF PUBLICATION:** FRIDAY, 24<sup>TH</sup> JANUARY 2014

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** FRIDAY, 31<sup>ST</sup> JANUARY 2014 AT 5.00P.M.

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 3<sup>rd</sup> February 2014)

Draft minutes to be approved at the meeting  
to be held on Friday, 14th February, 2014

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