
SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 22nd July, 2014 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;
J Cummins	Temple Newsam;
N Dawson	Morley South;
P Grahame (Chair)	Cross Gates and Whinmoor;
J Jarosz	Pudsey;
A Khan	Burmantofts and Richmond Hill;
A Lowe	Armley;
C Macniven	Roundhay;
T Wilford	Farnley and Wortley;
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

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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 style="text-align: center;">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:</p> <p style="text-align: center;">No exempt items have been identified.</p>	

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3			<p>LATE ITEMS</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>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</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>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notifications of substitutes.</p>	
6			<p>MINUTES - 23 JUNE 2014</p> <p>To confirm as a correct record, the minutes of the meeting held on 23 June 2014.</p>	1 - 4
7			<p>EXECUTIVE BOARD MINUTES - 25 JUNE 2014</p> <p>To receive for information, the minutes of Executive Board held on 25 June 2014.</p>	5 - 24
8			<p>FINANCIAL PERFORMANCE - OUTTURN FINANCIAL YEAR ENDED 31 MARCH 2014</p> <p>To consider a report from the Head of Scrutiny and Member Development presenting the Council's financial performance for the year ending 31 March 2014.</p>	25 - 62
9			<p>PEOPLE PLAN PERFORMANCE REPORTING</p> <p>To consider a report from the Chief Officer, Human Resources, presenting the Scrutiny Board with People Plan progress on 4 key areas as at 31 May 2014.</p>	63 - 70

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10			<p>ENTERPRISE LEEDS</p> <p>To consider a report from the Chief Officer Civic Enterprise detailing Progress on trading & enterprise across the Council</p>	71 - 74
11			<p>INTERPRETING AND TRANSLATION SERVICES</p> <p>To consider a report from the Chief Officer, Customer Services, updating the Scrutiny Board on progress of the Interpreting and Translation Team policy following attendance at Scrutiny Board on 7 April 2014.</p>	75 - 76
12			<p>RECOMMENDATION TRACKING - SCRUTINY INQUIRY ON WELFARE REFORM</p> <p>To consider a joint report from the Chief Officer, Statutory Housing and Chief Officer, Welfare and Benefits, updating the Scrutiny Board on progress made in relation to the recommendations arising from the Scrutiny Board Inquiry on Welfare Reform Benefit Changes.</p>	77 - 96
13			<p>CORPORATE CENTRE CONTACT PERFORMANCE</p> <p>To consider a report from the Head of Service, Corporate Contact Centre, updating the Scrutiny Board on the performance of the Corporate Contact Centre since April 2013.</p>	97 - 104
14			<p>WORK SCHEDULE</p> <p>To consider the Scrutiny Board's work schedule for the 2014/15 municipal year.</p>	105 - 110
15			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 29 September 2014 at 10.00am (Pre meeting for all Board Members at 9.30 am)</p>	

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			<p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	