



**A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 1st April, 2015 at 1.30 pm**

**Members of the Council are invited to attend and transact the following business:**

- 1        **Minutes** 1 - 26  
  
To approve the minutes of the Council Meeting held on 25<sup>th</sup> February 2015.
  
- 2        **Declaration of Interest**  
  
To receive any declarations of interest from Members.
  
- 3        **Communications**  
  
To receive such communications as the Lord Mayor, the Leader, Members of the Executive Board or the Chief Executive consider appropriate.
  
- 4        **Deputations**  
  
To receive deputations in accordance with Council Procedure Rule 10.
  
- 5        **Report on Outer North West Community Committee** 27 - 34  
  
To consider a report in respect of the Outer North West Community Committee.
  
- 6        **Report on Inner North East Community Committee** 35 - 40  
  
To consider a report in respect of the Inner North East Community Committee.
  
- 7        **Report on Outer South Community Committee** 41 - 50  
  
To consider a report in respect of the Outer South Community Committee.

8            **Questions**

To deal with questions in accordance with Council Procedure Rule 11

9            **Minutes**

To receive the following minutes in accordance with Council Procedure Rule 2.2(i):-

Executive Board	51 - 66
Scrutiny Boards	67 - 88
Plans Panels	89 - 122
Licensing Committee and Sub Committees	123 - 132
Advisory and Procedural Committees	133 - 138
Community Committees	139 - 148
Joint Committees	149 - 172
<b>Back Bench Community Concerns</b>	<b>173 - 182</b>

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To receive Community Concerns in respect of:-

- 1) Councillor Gabriel - The need for high quality planning enforcement and building control.
- 2) Councillor J McKenna – Heritage Bid at 2 Branch Road, Armley.
- 3) Councillor Wilkinson – Overnight parking of HGV’s in and around Wetherby.
- 4) Councillor Townsley - To raise issues regarding parking at Horsforth Rail Station
- 5) Councillor A Blackburn – Parking on pavements and grass verges.

11 **White Paper Motion (in the name of Councillor A Carter) - Planning Matters** 183 - 184

Following the most recent Office of National Statistics (ONS) household projections for Leeds, this Council believes that the case for reducing Leeds' 70,000 housing target is now even stronger.

This Council therefore instructs officers from the planning department to begin work on reviewing the proposed housing number for Leeds immediately.

This Council notes the recent success achieved by campaigners opposing the Kirklees Knoll planning application in Farsley. Council welcomes the Government's decision to refuse this application as a clear sign that Greenbelt or Greenfield locations should only be proposed when there are no other options available.

12 **White Paper Motion (in the name of Councillor Blake) - Children and Young People** 185 - 186

This Council is proud to put children, young people and families at the heart of our growth strategy for the city.

Council commends the progress made for the most vulnerable children in Leeds through the child friendly city ambition, in spite of the damaging policies of the coalition Government and exceptionally challenging financial context. Progress evidenced by: a safe, appropriate reduction in the number of children and young people in care; a significant rise in young people in education employment and training; and our best ever school attendance figures.

Council recognises the unfair disproportionate burden young people have had to bear from the recent financial crisis.

Council calls on the next Government to make a genuine commitment to improving outcomes for all children and young people and put in place meaningful policies to address the poverty, debt, unemployment and mental health challenges that have blighted too many young people growing up in the UK over the past five years.

Council calls on the new Government to: invest properly in early intervention, further and higher education, training, employment and accessible transport for young people; demonstrate compassion for the pressures and problems of growing up in today's society; and devolve more freedom to local services so that those working directly with our young people have the powers and permissions they need to make a difference.

Council believes that these measures will start to undo the damage that has been caused over the past five years and ensure that future generations do not suffer from the same massive burden of failing Government austerity measures with regard to young people.

This council believes that it is best able to both understand and set local health priorities and calls on government to devolve the health and social care funding to Leeds City Region.

Tom Riordan  
Chief Executive

Civic Hall  
Leeds  
LS1 1UR

Please note: this meeting may be filmed for live or subsequent broadcast via the City Council's website on the internet - at the start of the meeting the Lord Mayor will confirm if all or part of the meeting is to be filmed. The images and sound recording may be used for training purposes by the Council. Generally the public gallery is not filmed. However, by entering the Council Chamber and using the public seating area you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding this, please contact the City Solicitor.

#### **Third Party Recording**

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 clerk.

Use of Recordings by Third Parties– code of practice

- 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.



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Proceedings of the Meeting of the Leeds City Council held  
Civic Hall, Leeds on Wednesday, 25th February, 2015

**PRESENT:** The Lord Mayor Councillor David Congreve in the Chair.

**WARD**

**ADEL & WHARFEDALE**

Billy Flynn  
Barry John Anderson  
John Leslie Carter

**ALWOODLEY**

Peter Mervyn Harrand  
Neil Alan Buckley  
Dan Cohen

**ARDSLEY & ROBIN HOOD**

Lisa Mulherin  
Karen Renshaw  
Jack Dunn

**ARMLEY**

Alice Smart  
Alison Natalie Kay Lowe  
James McKenna

**BEESTON & HOLBECK**

David Congreve  
Angela Gabriel  
Adam Ogilvie

**BRAMLEY & STANNINGLEY**

Kevin Ritchie  
Caroline Gruen  
Ted Hanley

**BURMANTOFTS & RICHMOND HILL**

Ron Grahame  
Maureen Ingham  
Asghar Khan

**WARD**

**CALVERLEY & FARSLEY**

Andrew Carter

**CHAPEL ALLERTON**

Eileen Taylor  
Mohammed Rafique

**CITY & HUNSLET**

Mohammed Iqbal  
Elizabeth Nash  
Patrick Davey

**CROSS GATES & WHINMOOR**

Peter John Gruen  
Debra Coupar  
Pauleen Grahame

**FARNLEY & WORTLEY**

Terry Wilford  
David Blackburn  
Ann Blackburn

**GARFORTH & SWILLINGTON**

Stuart McKenna  
Andrea McKenna  
Mark Dobson

**GIPTON & HAREHILLS**

Kamila Maqsood  
Roger Harington  
Arif Hussain

**GUISELEY & RAWDON**

Pat Latty  
Graham Latty  
Paul John Spencer Wadsworth

**HAREWOOD**

Matthew Robinson  
Ann Castle  
Rachael Procter

**HEADINGLEY**

Jonathon Pryor  
Janette Walker  
Neil Walshaw

**HORSFORTH**

Brian Cleasby  
Christopher Townsley  
Dawn Collins

**HYDE PARK & WOODHOUSE**

Javaid Akhtar  
Christine Denise Towler  
Gerry Harper

**KILLINGBECK & SEACROFT**

Brian Michael Selby  
Graham Hyde  
Veronica Morgan  
**KIPPAX & METHLEY**

Keith Ivor Wakefield  
Mary Elizabeth Harland  
James Lewis

**KIRKSTALL**

Fiona Venner  
Lucinda Joy Yeadon  
John Anthony Illingworth

**MIDDLETON PARK**

Kim Groves  
Paul Anthony Truswell  
Judith Blake

**MOORTOWN**

Sharon Hamilton  
Alex Sobel  
Rebecca Charlwood

**MORLEY NORTH**

Thomas Leadley  
Robert Finnigan  
Robert Gettings

**MORLEY SOUTH**

Shirley Varley  
Judith Elliott  
Neil Dawson

**OTLEY & YEADON**

Ryk Downes  
Sandy Edward Charles Lay  
Colin Campbell

**PUDSEY**

Mick Coulson  
Josephine Patricia Jarosz  
Richard Alwyn Lewis

**ROTHWELL**

Barry Stewart Golton  
David Nagle  
Karen Bruce

**ROUNDHAY**

Ghulam Hussain  
Bill Urry  
Christine Macniven  
**TEMPLE NEWSAM**

Michael Lyons  
Judith Cummins  
Katherine Mitchell

**WEETWOOD**

Judith Mara Chapman  
Jonathan Bentley  
Susan Bentley

**WETHERBY**

John Michael Procter  
Gerald Wilkinson  
Alan James Lamb



**92 Announcements**

- a) The Lord Mayor reminded all those present that the Council meeting was been webcast.
  
- b) The Lord Mayor informed Members that due to a change in legislation last year all votes in respect of the budget motion and any amendments would be via a recorded vote.
  
- c) The Lord Mayor informed Members that Councillor Stuart McKenna would be taking part in a Charity Fire walk in aid of the Lord Mayor's Charity.

**93 Minutes**

It was moved by Councillor Nash, seconded by Councillor G Latty and

**RESOLVED** – That the minutes of the meeting held on 14<sup>th</sup> January be approved.

**94 Declarations of Interest**

There were no declarations of interest.

**95 Communications**

There were no communications.

**96 Motion to Suspend Council Procedure Rules**

It was moved by Councillor Nash, seconded by Councillor Selby and

**RESOLVED** - That under the provisions of Council Procedure Rule 2.3 that the order of business be varied so that the item relating to the Budget be considered after Communications.

**97 Motion to Suspend Council Procedure Rules**

It was moved by Councillor Nash, seconded by Councillor G Latty and

**RESOLVED** -

- (a) That Council Procedure Rule 14.6(b) be suspended in respect of the Budget item to allow Councillor A Carter to move and Councillor J Procter to second amendments 1 to 4 en bloc , to allow Councillor Golton to move and Councillor Downes to second amendments 5 to 7 en bloc and to allow Councillor D Blackburn to move and Councillor A Blackburn to second amendments 8 to 11 en bloc.
  
- (b) To seek leave of Council to suspend Council Procedure Rule 14.1 in respect of the Budget item and to agree;
  - (i) that time limits will not be imposed on budget speeches of Group Leaders in the budget debate.
  - (ii) that a member contributing to the budget debate can do so for up to 5 minutes.

- (iii) that a member seconding the budget motion or budget amendments can do so for up to 5 minutes.
  - (iv) that when summing up on the budget motion the Leader of Council can do so for up to 15 minutes.
- (c) To seek leave of Council to suspend Council Procedure Rule 3.3 in respect of the Minutes item and to agree that consideration of the minutes (commencing with the Executive Board minutes) will continue up to 4.45pm at which point the Leader of Council or the relevant Executive Member will sum up for up to 10 minutes.

## 98 Budget

Under the provisions of Council Procedure Rule 14.9 to leave of Council was given for Councillor Wakefield to alter the wording of the Budget Motion having now received the fire and police precepts by altering 6(ii) Council Tax by ;

- updating the figures at paragraph 2 a to d (page 3 and 4 of the summons)
  - the introduction of a paragraph and table setting out the fire and police precepts at paragraph 3
  - the introduction of an explanatory paragraph at 4 and the introduction of a table at paragraph 4 setting out the aggregate of the tables in paragraph 2(h) and 3
  - amending what was paragraph 4 to become paragraph 5 (page 6 of the summons)
  - amending what was paragraph 5 to become paragraph 6 (page 7 of the summons)
- and by the inclusion of any amendments that are agreed by Full Council

(The altered paragraph(s)/table(s) are contained in the motion below)

### i) Revenue Budget

- a) To agree that the that the Revenue Budget for 2015/16 totalling £523.784m, as detailed and explained in the submitted report and accompanying papers be approved, with a 1.99% increase in the Leeds' element of the Council Tax for 2015/16.
- b) To agree that Grants totalling £92k be allocated to Parishes as detailed in paragraph 6.18.3 of the report.
- c) To agree that with respect to the Housing Revenue Account the following be approved : -
  - i) that the budget be approved with an average rent increase figure of 2.88%
  - ii) that the charge for garage rents be increased to £7.39 per week (based on 52 rent weeks)
  - iii) that service charges of £1 per week are introduced for low/medium rise properties in receipt of additional services
  - iv) that service charges for multi-storey flats are increased by £1 per week to £1.86p
  - v) that the earmarked reserve for Welfare Change is reduced by £1,303k

## ii) Council Tax

1 That it be noted that at the meeting on 14<sup>th</sup> January 2015, Council agreed the following amounts for the year 2015/16, in accordance with regulations made under Sections 31B(3) and 34(4) of the Local Government Finance Act 1992:-

- a) 213,814.7 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) as its council tax base for the year.

b)

<b>PARISH OF</b>	<b>Taxbase Numbers 2015/16</b>
Aberford and District	753.5
Allerton Bywater	1,303.6
Alwoodley	3,613.3
Arthington	286.5
Austhorpe	25.4
Bardsey cum Rigton	1,091.1
Barwick in Elmet and Scholes	1,946.7
Boston Spa	1,910.3
Bramham cum Oglethorpe	717.4
Bramhope and Carlton	1,799.4
Clifford	726.3
Collingham with Linton	1,674.1
Drighlington	1,795.7
East Keswick	585.7
Gildersome	1,778.4
Great and Little Preston	514.5
Harewood	1,815.7
Horsforth	6,658.0
Kippax	2,834.4
Ledsham	95.5
Ledston	158.1
Micklefield	494.2
Morley	10,053.0
Otley	4,602.9
Pool in Wharfedale	939.3
Rawdon	2,658.0
Scarcroft	801.9
Shadwell	959.0
Swillington	935.3
Thorner	749.1
Thorp Arch	364.7
Walton	117.1
Wetherby	4,446.3
Wothersome	8.5

being the amounts calculated by the Council in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

2 That the following amounts be now calculated by the Council for the year 2015/16 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:-

a) **£2,109,179,163** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2)(a) to (f) of the Act.

b) **£1,857,736,173** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3)(a) to (d) of the Act.

c) **£251,442,990** being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its **council tax requirement** for the year.

d) **£1,175.985515** being the amount at 2(c) above, divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, as **the basic amount of its council tax for the year**.

e) **£1,536,369.00** being the aggregate amount of all special items referred to in Section 34(1) of the Act.

f) **£1,168.80** being the amount at 2(d) above, less the result given by dividing the amount at 2(e) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the **basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates**.

g)

<b>Parish</b>	<b>Band D £ p</b>
Aberford and District	1,186.72
Allerton Bywater	1,192.58
Alwoodley	1,178.96
Arthington	1,175.78
Bardsey cum Rigton	1,197.67
Barwick in Elmet and Scholes	1,187.88
Boston Spa	1,187.65
Bramham cum Oglethorpe	1,196.68
Bramhope and Carlton	1,199.59
Clifford	1,197.71
Collingham with Linton	1,199.56
Drighlington	1,186.06
East Keswick	1,197.83
Gildersome	1,180.61
Great and Little Preston	1,189.21
Harewood	1,169.35
Horsforth	1,184.42
Kippax	1,183.29
Ledsham	1,201.46
Ledston	1,189.04
Micklefield	1,259.59
Morley	1,187.96
Otley	1,233.12
Pool in Wharfedale	1,209.71
Rawdon	1,183.83
Scarcroft	1,195.74
Shadwell	1,200.08
Swillington	1,198.26
Thornor	1,204.84
Thorp Arch	1,201.70
Walton	1,217.65
Wetherby	1,221.20

being the amounts given by adding to the amount at 2(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

h)

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	779.20	909.07	1,038.93	1,168.80	1,428.53	1,688.27	1,948.00	2,337.60
<b>Parish of:</b>								
Aberford and District	791.15	923.00	1,054.86	1,186.72	1,450.44	1,714.15	1,977.87	2,373.44
Allerton Bywater	795.05	927.56	1,060.07	1,192.58	1,457.60	1,722.62	1,987.63	2,385.16
Alwoodley	785.97	916.97	1,047.96	1,178.96	1,440.95	1,702.94	1,964.93	2,357.92
Arthington	783.85	914.50	1,045.14	1,175.78	1,437.06	1,698.35	1,959.63	2,351.56
Bardsey cum Rigton	798.45	931.52	1,064.60	1,197.67	1,463.82	1,729.97	1,996.12	2,395.34
Barwick in Elmet and Scholes	791.92	923.91	1,055.89	1,187.88	1,451.85	1,715.83	1,979.80	2,375.76
Boston Spa	791.77	923.73	1,055.69	1,187.65	1,451.57	1,715.49	1,979.42	2,375.30
Bramham cum Oglethorpe	797.79	930.75	1,063.72	1,196.68	1,462.61	1,728.54	1,994.47	2,393.36
Bramhope and Carlton	799.73	933.01	1,066.30	1,199.59	1,466.17	1,732.74	1,999.32	2,399.18
Clifford	798.47	931.55	1,064.63	1,197.71	1,463.87	1,730.03	1,996.18	2,395.42
Collingham with Linton	799.71	932.99	1,066.28	1,199.56	1,466.13	1,732.70	1,999.27	2,399.12
Drighlington	790.71	922.49	1,054.28	1,186.06	1,449.63	1,713.20	1,976.77	2,372.12
East Keswick	798.55	931.65	1,064.74	1,197.83	1,464.01	1,730.20	1,996.38	2,395.66
Gildersome	787.07	918.25	1,049.43	1,180.61	1,442.97	1,705.33	1,967.68	2,361.22
Great and Little Preston	792.81	924.94	1,057.08	1,189.21	1,453.48	1,717.75	1,982.02	2,378.42
Harewood	779.57	909.49	1,039.42	1,169.35	1,429.21	1,689.06	1,948.92	2,338.70
Horsforth	789.61	921.22	1,052.82	1,184.42	1,447.62	1,710.83	1,974.03	2,368.84
Kippax	788.86	920.34	1,051.81	1,183.29	1,446.24	1,709.20	1,972.15	2,366.58
Ledsham	800.97	934.47	1,067.96	1,201.46	1,468.45	1,735.44	2,002.43	2,402.92
Ledston	792.69	924.81	1,056.92	1,189.04	1,453.27	1,717.50	1,981.73	2,378.08
Micklefield	839.73	979.68	1,119.64	1,259.59	1,539.50	1,819.41	2,099.32	2,519.18
Morley	791.97	923.97	1,055.96	1,187.96	1,451.95	1,715.94	1,979.93	2,375.92
Otley	822.08	959.09	1,096.11	1,233.12	1,507.15	1,781.17	2,055.20	2,466.24
Pool in Wharfedale	806.47	940.89	1,075.30	1,209.71	1,478.53	1,747.36	2,016.18	2,419.42
Rawdon	789.22	920.76	1,052.29	1,183.83	1,446.90	1,709.98	1,973.05	2,367.66
Scarcroft	797.16	930.02	1,062.88	1,195.74	1,461.46	1,727.18	1,992.90	2,391.48
Shadwell	800.05	933.40	1,066.74	1,200.08	1,466.76	1,733.45	2,000.13	2,400.16
Swillington	798.84	931.98	1,065.12	1,198.26	1,464.54	1,730.82	1,997.10	2,396.52
Thomer	803.23	937.10	1,070.97	1,204.84	1,472.58	1,740.32	2,008.07	2,409.68
Thorp Arch	801.13	934.66	1,068.18	1,201.70	1,468.74	1,735.79	2,002.83	2,403.40
Walton	811.77	947.06	1,082.36	1,217.65	1,488.24	1,758.83	2,029.42	2,435.30
Wetherby	814.13	949.82	1,085.51	1,221.20	1,492.58	1,763.96	2,035.33	2,442.40

being the amounts given by multiplying the amounts at 2(f) and 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

3 That it be noted for the year 2015/16 that the Police and Crime Commissioner and the West Yorkshire Fire & Rescue Authority have issued the following precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Precepting Authority	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
Police & Crime Commissioner West Yorkshire	93.9662	109.6272	125.2883	140.9493	172.2714	203.5934	234.9155	281.8986
West Yorkshire Fire and Rescue Authority	39.028022	45.532692	52.037362	58.542033	71.551374	84.560714	97.570055	117.084066

4 That, having calculated the aggregate in each case of the amounts at 2(h) and 3 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2015/16 for each of the categories of dwellings shown below:

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	912.20	1,064.23	1,216.26	1,368.29	1,672.35	1,976.42	2,280.49	2,736.58
<b>Parish of:</b>								
Aberford and District	924.15	1,078.16	1,232.19	1,386.21	1,694.26	2,002.30	2,310.36	2,772.42
Allerton Bywater	928.05	1,082.72	1,237.40	1,392.07	1,701.42	2,010.77	2,320.12	2,784.14
Alwoodley	918.97	1,072.13	1,225.29	1,378.45	1,684.77	1,991.09	2,297.42	2,756.90
Arthington	916.85	1,069.66	1,222.47	1,375.27	1,680.88	1,986.50	2,292.12	2,750.54
Bardsey cum Rigton	931.45	1,086.68	1,241.93	1,397.16	1,707.64	2,018.12	2,328.61	2,794.32
Barwick in Elmet and Scholes	924.92	1,079.07	1,233.22	1,387.37	1,695.67	2,003.98	2,312.29	2,774.74
Boston Spa	924.77	1,078.89	1,233.02	1,387.14	1,695.39	2,003.64	2,311.91	2,774.28
Bramham cum Oglethorpe	930.79	1,085.91	1,241.05	1,396.17	1,706.43	2,016.69	2,326.96	2,792.34
Bramhope and Carlton	932.73	1,088.17	1,243.63	1,399.08	1,709.99	2,020.89	2,331.81	2,798.16
Clifford	931.47	1,086.71	1,241.96	1,397.20	1,707.69	2,018.18	2,328.67	2,794.40
Collingham with Linton	932.71	1,088.15	1,243.61	1,399.05	1,709.95	2,020.85	2,331.76	2,798.10
Drighlington	923.71	1,077.65	1,231.61	1,385.55	1,693.45	2,001.35	2,309.26	2,771.10
East Keswick	931.55	1,086.81	1,242.07	1,397.32	1,707.83	2,018.35	2,328.87	2,794.64
Gildersome	920.07	1,073.41	1,226.76	1,380.10	1,686.79	1,993.48	2,300.17	2,760.20
Great and Little Preston	925.81	1,080.10	1,234.41	1,388.70	1,697.30	2,005.90	2,314.51	2,777.40
Harewood	912.57	1,064.65	1,216.75	1,368.84	1,673.03	1,977.21	2,281.41	2,737.68
Horsforth	922.61	1,076.38	1,230.15	1,383.91	1,691.44	1,998.98	2,306.52	2,767.82
Kippax	921.86	1,075.50	1,229.14	1,382.78	1,690.06	1,997.35	2,304.64	2,765.56
Ledsham	933.97	1,089.63	1,245.29	1,400.95	1,712.27	2,023.59	2,334.92	2,801.90
Ledston	925.69	1,079.97	1,234.25	1,388.53	1,697.09	2,005.65	2,314.22	2,777.06
Micklefield	922.73	1,134.84	1,296.97	1,459.08	1,783.32	2,107.56	2,431.81	2,918.16
Morley	924.97	1,079.13	1,233.29	1,387.45	1,695.77	2,004.09	2,312.42	2,774.90
Otley	955.08	1,114.25	1,273.44	1,432.61	1,750.97	2,069.32	2,387.69	2,865.22
Pool in Wharfedale	939.47	1,096.05	1,252.63	1,409.20	1,722.35	2,035.51	2,348.67	2,818.40
Rawdon	922.22	1,075.92	1,229.62	1,383.32	1,690.72	1,998.13	2,305.54	2,766.64
Scarcroft	930.16	1,085.18	1,240.21	1,395.23	1,705.28	2,015.33	2,325.39	2,790.46
Shadwell	933.05	1,088.56	1,244.07	1,399.57	1,710.58	2,021.60	2,332.62	2,799.14
Swillington	931.84	1,087.14	1,242.45	1,397.75	1,708.36	2,018.97	2,329.59	2,795.50
Thorner	936.23	1,092.26	1,248.30	1,404.33	1,716.40	2,028.47	2,340.56	2,808.66
Thorp Arch	934.13	1,089.82	1,245.51	1,401.19	1,712.56	2,023.94	2,335.32	2,802.38
Walton	944.77	1,102.22	1,259.69	1,417.14	1,732.06	2,046.98	2,361.91	2,834.28
Wetherby	947.13	1,104.98	1,262.84	1,420.69	1,736.40	2,052.11	2,367.82	2,841.38

5 That, in accordance with section 52ZB of the Local Government Finance Act 1992, following the principles set out by the Secretary of State and in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2015/16, it be determined that Leeds City Council's relevant basic amount of council tax for the year 2015/16 is not excessive.

6 That the schedule of instalments for 2015/16 for transfers to Leeds City Council and payments to the Police and Crime Commissioner and the Fire and Rescue Authority out of the Collection Fund be determined as set out in Appendix II of this report.

### iii) Capital Programme Update 2015 – 2018

- a) that the capital programme, as attached to the submitted report, be approved;

- b) that the revised Minimum Revenue Provision (MRP) policy for 2014/15 as set out in Appendix D be approved;
- c) that the proposed Minimum Revenue Provision (MRP) policies for 2015/16 as set out in Appendix E be approved.

#### **iv) Treasury Management Strategy 2015- 2016**

- a) That the borrowing limits for 2014/15, 2015/16, 2016/17 and 2017/18 be set as detailed in Section 3.4 of the submitted report and that the changes to both the Operational Boundary and the Authorised limits be noted. Both have been reduced for Borrowing whilst both have been increased for Other Long Term Liabilities reflecting new PFI schemes.
- b) That treasury management indicators for 2014/15, 2015/16, 2016/17 and 2017/18 be set as detailed in Section 3.5 of the submitted report.
- c) That investment limits for 2014/15, 2015/16, 2016/17 and 2017/18 be set as detailed in Section 3.6 of the submitted report.
- d) That the revised Treasury Management Policy Statement be adopted.

An amendment (1) was moved by Councillor A Carter, seconded by Councillor J Procter that

In 6 (i) a) substitute £523.784m with £518.886m and delete “with a 1.99% increase in the Leeds’ element of the Council Tax for 2015/16” and substitute with “with no increase in the Leeds element of the Council Tax for 2015/16”.

In 6 (i) a), after the words "be approved" add “subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate to reflect the £4.9m reduction in Council Tax income

- (a) an increase of £2.9m in grant income in the Strategic budget in respect of accepting the 2015/16 Council Tax Freeze Grant
- (b) a reduction in the Strategic budget of £1.2m to be achieved by the early disposal of a property using the capital receipt to reduce capital financing costs
- (c) a reduction of £300k in the Citizens and Communities budget for the local welfare support scheme to £800k
- (d) a reduction in the Strategic budget of £200k to be achieved through a reduction in the cost of full time Trade Union Conveners
- (e) a reduction of £300k in the strategic budget for a council wide reduction in spend on agency staffing for support, administration and management roles

An amendment (2) was moved by Councillor A Carter, seconded by Councillor J Procter that



In 6 (i) a), or 6 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase of £900k in the Strategic budget for the introduction of the living wage to bring all non-school staff up to a minimum pay level of £7.85 per hour from 1<sup>st</sup> December 2015
- (b) a reduction in the Strategic budget of £400k from the half year impact of removing overtime rates paid at double time.
- (c) a reduction in the Strategic budget of £500k to reflect the half year impact of the freezing of increments for Principal Officer staff"

An amendment (3) was moved by Councillor A Carter,seconded by Councillor J Procter that

In 6 (i) a), or 6 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase of £250k in the Strategic budget for the creation of apprenticeships within the council
- (b) a reduction in the Children's Services budget of £250k in respect of the Learning Skills and Universal Services budget"

An amendment (4) was moved by Councillor A Carter,seconded by Councillor J Procter that

In 6 (iii) a), after the words "be approved" add:

"subject to an amendment to the capital programme as set out below:

- (a) the injection into the capital programme of £2m for an additional road maintenance programme to be funded from re-phasing of the Capital Programme"

An amendment (5) was moved by Councillor Golton,seconded by Councillor Downes that

In 6 (i) a) after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase of £450k in the Children's Services budget to supply all children from the age of 6 months up to their 4<sup>th</sup> birthday with 'Healthy Start vitamins' to be funded from a reduction in the Adult Social Care contingency provision within the commissioning budget"

An amendment (6) was moved by Councillor Golton,seconded by Councillor Downes that

In 6 (i) a) after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

- (a) An increase of £337k to the City Development budget to provide for the year one prudential borrowing costs of installing LED lighting in residential areas
- (b) An increase in the use of general reserves of £337k

and in 6 (iii) a), after the words “be approved” add:

“subject to the injection to the capital programme of £10m for an unsupported borrowing scheme to commence a programme of installing LED lighting in residential areas”

An amendment (7) was moved by Councillor Golton, seconded by Councillor Downes that

In 6 (i) a) after the words "be approved" add “subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 4 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase of £361k in the City Development budget to provide for the year one prudential borrowing costs of additional capital investment in cycling facilities and for cost of revenue investment in the current year
- (b) a reduction of £361k in the Strategic budget to be achieved through a reduction in Trade Union convenors time

and in 6 (iii) a), after the words “be approved” add:

“subject to the injection to the capital programme of £10.0m for an unsupported borrowing scheme to provide additional investment in cycling facilities”

An amendment (8) was moved by Councillor D Blackburn ,seconded by Councillor A Blackburn that

In 6 (i) a) after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase in the Citizens and Communities budget of £150k representing the reversal of the reduction to the Well Being budget
- (b) an increase in the Citizens and Communities budget of £1m, reflecting an increase in the Local Welfare Support budget
- (c) a reduction in the Civic Enterprise Leeds budget of £40k to reflect a 25% reduction in lighting within council offices
- (d) an increase in income of £440k in the Strategic budget to be achieved through increasing fees and charges by 2% where appropriate
- (e) a reduction of £194k in the Strategy and Resources budget to be achieved by a 28% reduction in Special Responsibility allowances paid to members
- (f) a reduction of £19k in the Strategy and Resources budget to be achieved by reducing the number of scrutiny boards by one
- (g) a reduction of £8k in the Strategy and Resources budget, reflecting a 5% cut in PCs across the Council.

(h) an increase in the use of general fund reserves of £449k"

An amendment (9) was moved by Councillor D Blackburn ,seconded by Councillor A Blackburn that

In 6 (i) a) after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

(a) an increase of £50k in the Strategic budget to provide a contingency fund for the establishment of at least two community shops to retail out of date food

(b) an increase in the use of general fund reserves of £50k"

An amendment (10) was moved by Councillor D Blackburn ,seconded by Councillor A Blackburn that

In 6 (i) a) after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

(a) an increase of £33k in the Environment and Housing budget to reflect the establishment of an energy advice line

(b) an increase in the use of general fund reserves of £33k"

An amendment (11) was moved by Councillor D Blackburn ,seconded by Councillor A Blackburn that

In 6 (i) a) after the words "be approved" add "subject to amendment to the Council's budget for 2015/16 as set out below and adjustments to the figures at 6 (ii) 2 a to f and accompanying tables as appropriate

(a) an increase of £330k in the Citizens and Communities budget to be allocated to community committees for environmental projects

(b) an increase in the use of general fund reserves of £330k"

Amendments 1 to 8 and 10 to 11 were declared lost

Amendment 9 was carried and upon being put to the vote it was

## **RESOLVED –**

### **i) Revenue Budget**

- a) To agree that the that the Revenue Budget for 2015/16 totalling £523.784m, as detailed and explained in the submitted report and accompanying papers be approved, with a 1.99% increase in the Leeds' element of the Council Tax for 2015/16.

- b) To agree that Grants totalling £92k be allocated to Parishes as detailed in paragraph 6.18.3 of the report.
- c) To agree that with respect to the Housing Revenue Account the following be approved : -
  - i) that the budget be approved with an average rent increase figure of 2.88%
  - ii) that the charge for garage rents be increased to £7.39 per week (based on 52 rent weeks)
  - iii) that service charges of £1 per week are introduced for low/medium rise properties in receipt of additional services
  - iv) that service charges for multi-storey flats are increased by £1 per week to £1.86p
  - v) that the earmarked reserve for Welfare Change is reduced by £1,303k

## **ii) Council Tax**

1 That it be noted that at the meeting on 14<sup>th</sup> January 2015, Council agreed the following amounts for the year 2015/16, in accordance with regulations made under Sections 31B(3) and 34(4) of the Local Government Finance Act 1992:-

- a) 213,814.7 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) as its council tax base for the year.

b)

PARISH OF	Taxbase Numbers 2015/16
Aberford and District	753.5
Allerton Bywater	1,303.6
Alwoodley	3,613.3
Arthington	286.5
Austhorpe	25.4
Bardsey cum Rigton	1,091.1
Barwick in Elmet and Scholes	1,946.7
Boston Spa	1,910.3
Bramham cum Oglethorpe	717.4
Bramhope and Carlton	1,799.4
Clifford	726.3
Collingham with Linton	1,674.1
Drighlington	1,795.7
East Keswick	585.7
Gildersome	1,778.4
Great and Little Preston	514.5
Harewood	1,815.7
Horsforth	6,658.0
Kippax	2,834.4
Ledsham	95.5
Ledston	158.1
Micklefield	494.2
Morley	10,053.0
Otley	4,602.9
Pool in Wharfedale	939.3
Rawdon	2,658.0
Scarcroft	801.9
Shadwell	959.0
Swillington	935.3
Thorner	749.1
Thorp Arch	364.7
Walton	117.1
Wetherby	4,446.3
Wothersome	8.5

being the amounts calculated by the Council in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

2 That the following amounts be now calculated by the Council for the year 2015/16 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:-

a) **£2,109,229,163** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2)(a) to (f) of the Act.

b) **£1,857,786,173** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3)(a) to (d) of the Act.

c) **£251,442,990** being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its **council tax requirement** for the year.

d) **£1,175.985515** being the amount at 2(c) above, divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, as **the basic amount of its council tax for the year**.

e) **£1,536,369.00** being the aggregate amount of all special items referred to in Section 34(1) of the Act.

f) **£1,168.80** being the amount at 2(d) above, less the result given by dividing the amount at 2(e) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the **basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates**.

g)

<b>Parish</b>	<b>Band D £ p</b>
Aberford and District	1,186.72
Allerton Bywater	1,192.58
Alwoodley	1,178.96
Arthington	1,175.78
Bardsey cum Rigton	1,197.67
Barwick in Elmet and Scholes	1,187.88
Boston Spa	1,187.65
Bramham cum Oglethorpe	1,196.68
Bramhope and Carlton	1,199.59
Clifford	1,197.71
Collingham with Linton	1,199.56
Drighlington	1,186.06
East Keswick	1,197.83
Gildersome	1,180.61
Great and Little Preston	1,189.21
Harewood	1,169.35
Horsforth	1,184.42
Kippax	1,183.29
Ledsham	1,201.46
Ledston	1,189.04
Micklefield	1,259.59
Morley	1,187.96
Otley	1,233.12
Pool in Wharfedale	1,209.71
Rawdon	1,183.83
Scarcroft	1,195.74
Shadwell	1,200.08
Swillington	1,198.26
Thorner	1,204.84
Thorp Arch	1,201.70
Walton	1,217.65
Wetherby	1,221.20

being the amounts given by adding to the amount at 2(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

h)

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	779.20	909.07	1,038.93	1,168.80	1,428.53	1,688.27	1,948.00	2,337.60
<b>Parish of:</b>								
Aberford and District	791.15	923.00	1,054.86	1,186.72	1,450.44	1,714.15	1,977.87	2,373.44
Allerton Bywater	795.05	927.56	1,060.07	1,192.58	1,457.60	1,722.62	1,987.63	2,385.16
Alwoodley	785.97	916.97	1,047.96	1,178.96	1,440.95	1,702.94	1,964.93	2,357.92
Arthington	783.85	914.50	1,045.14	1,175.78	1,437.06	1,698.35	1,959.63	2,351.56
Bardsey cum Rigton	798.45	931.52	1,064.60	1,197.67	1,463.82	1,729.97	1,996.12	2,395.34
Barwick in Elmet and Scholes	791.92	923.91	1,055.89	1,187.88	1,451.85	1,715.83	1,979.80	2,375.76
Boston Spa	791.77	923.73	1,055.69	1,187.65	1,451.57	1,715.49	1,979.42	2,375.30
Bramham cum Oglethorpe	797.79	930.75	1,063.72	1,196.68	1,462.61	1,728.54	1,994.47	2,393.36
Bramhope and Carlton	799.73	933.01	1,066.30	1,199.59	1,466.17	1,732.74	1,999.32	2,399.18
Clifford	798.47	931.55	1,064.63	1,197.71	1,463.87	1,730.03	1,996.18	2,395.42
Collingham with Linton	799.71	932.99	1,066.28	1,199.56	1,466.13	1,732.70	1,999.27	2,399.12
Drighlington	790.71	922.49	1,054.28	1,186.06	1,449.63	1,713.20	1,976.77	2,372.12
East Keswick	798.55	931.65	1,064.74	1,197.83	1,464.01	1,730.20	1,996.38	2,395.66
Gildersome	787.07	918.25	1,049.43	1,180.61	1,442.97	1,705.33	1,967.68	2,361.22
Great and Little Preston	792.81	924.94	1,057.08	1,189.21	1,453.48	1,717.75	1,982.02	2,378.42
Harewood	779.57	909.49	1,039.42	1,169.35	1,429.21	1,689.06	1,948.92	2,338.70
Horsforth	789.61	921.22	1,052.82	1,184.42	1,447.62	1,710.83	1,974.03	2,368.84
Kippax	788.86	920.34	1,051.81	1,183.29	1,446.24	1,709.20	1,972.15	2,366.58
Ledsham	800.97	934.47	1,067.96	1,201.46	1,468.45	1,735.44	2,002.43	2,402.92
Ledston	792.69	924.81	1,056.92	1,189.04	1,453.27	1,717.50	1,981.73	2,378.08
Micklefield	839.73	979.68	1,119.64	1,259.59	1,539.50	1,819.41	2,099.32	2,519.18
Morley	791.97	923.97	1,055.96	1,187.96	1,451.95	1,715.94	1,979.93	2,375.92
Otley	822.08	959.09	1,096.11	1,233.12	1,507.15	1,781.17	2,055.20	2,466.24
Pool in Wharfedale	806.47	940.89	1,075.30	1,209.71	1,478.53	1,747.36	2,016.18	2,419.42
Rawdon	789.22	920.76	1,052.29	1,183.83	1,446.90	1,709.98	1,973.05	2,367.66
Scarcroft	797.16	930.02	1,062.88	1,195.74	1,461.46	1,727.18	1,992.90	2,391.48
Shadwell	800.05	933.40	1,066.74	1,200.08	1,466.76	1,733.45	2,000.13	2,400.16
Swillington	798.84	931.98	1,065.12	1,198.26	1,464.54	1,730.82	1,997.10	2,396.52
Thorner	803.23	937.10	1,070.97	1,204.84	1,472.58	1,740.32	2,008.07	2,409.68
Thorp Arch	801.13	934.66	1,068.18	1,201.70	1,468.74	1,735.79	2,002.83	2,403.40
Walton	811.77	947.06	1,082.36	1,217.65	1,488.24	1,758.83	2,029.42	2,435.30
Wetherby	814.13	949.82	1,085.51	1,221.20	1,492.58	1,763.96	2,035.33	2,442.40

being the amounts given by multiplying the amounts at 2(f) and 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

3 That it be noted for the year 2015/16 that the Police and Crime Commissioner and the West Yorkshire Fire & Rescue Authority have issued the following precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Precepting Authority	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
Police & Crime Commissioner West Yorkshire	93.9662	109.6272	125.2883	140.9493	172.2714	203.5934	234.9155	281.8986
West Yorkshire Fire and Rescue Authority	39.028022	45.532692	52.037362	58.542033	71.551374	84.560714	97.570055	117.084066



4 That, having calculated the aggregate in each case of the amounts at 2(h) and 3 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2015/16 for each of the categories of dwellings shown below:

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	912.20	1,064.23	1,216.26	1,368.29	1,672.35	1,976.42	2,280.49	2,736.58
<b>Parish of:</b>								
Aberford and District	924.15	1,078.16	1,232.19	1,386.21	1,694.26	2,002.30	2,310.36	2,772.42
Allerton Bywater	928.05	1,082.72	1,237.40	1,392.07	1,701.42	2,010.77	2,320.12	2,784.14
Alwoodley	918.97	1,072.13	1,225.29	1,378.45	1,684.77	1,991.09	2,297.42	2,756.90
Arthington	916.85	1,069.66	1,222.47	1,375.27	1,680.88	1,986.50	2,292.12	2,750.54
Bardsey cum Rigton	931.45	1,086.68	1,241.93	1,397.16	1,707.64	2,018.12	2,328.61	2,794.32
Barwick in Elmet and Scholes	924.92	1,079.07	1,233.22	1,387.37	1,695.67	2,003.98	2,312.29	2,774.74
Boston Spa	924.77	1,078.89	1,233.02	1,387.14	1,695.39	2,003.64	2,311.91	2,774.28
Bramham cum Oglethorpe	930.79	1,085.91	1,241.05	1,396.17	1,706.43	2,016.69	2,326.96	2,792.34
Bramhope and Carlton	932.73	1,088.17	1,243.63	1,399.08	1,709.99	2,020.89	2,331.81	2,798.16
Clifford	931.47	1,086.71	1,241.96	1,397.20	1,707.69	2,018.18	2,328.67	2,794.40
Collingham with Linton	932.71	1,088.15	1,243.61	1,399.05	1,709.95	2,020.85	2,331.76	2,798.10
Drighlington	923.71	1,077.65	1,231.61	1,385.55	1,693.45	2,001.35	2,309.26	2,771.10
East Keswick	931.55	1,086.81	1,242.07	1,397.32	1,707.83	2,018.35	2,328.87	2,794.64
Gildersome	920.07	1,073.41	1,226.76	1,380.10	1,686.79	1,993.48	2,300.17	2,760.20
Great and Little Preston	925.81	1,080.10	1,234.41	1,388.70	1,697.30	2,005.90	2,314.51	2,777.40
Harewood	912.57	1,064.65	1,216.75	1,368.84	1,673.03	1,977.21	2,281.41	2,737.68
Horsforth	922.61	1,076.38	1,230.15	1,383.91	1,691.44	1,998.98	2,306.52	2,767.82
Kippax	921.86	1,075.50	1,229.14	1,382.78	1,690.06	1,997.35	2,304.64	2,765.56
Ledsham	933.97	1,089.63	1,245.29	1,400.95	1,712.27	2,023.59	2,334.92	2,801.90
Ledston	925.69	1,079.97	1,234.25	1,388.53	1,697.09	2,005.65	2,314.22	2,777.06
Micklefield	972.73	1,134.84	1,296.97	1,459.08	1,783.32	2,107.56	2,431.81	2,918.16
Morley	924.97	1,079.13	1,233.29	1,387.45	1,695.77	2,004.09	2,312.42	2,774.90
Otley	955.08	1,114.25	1,273.44	1,432.61	1,750.97	2,069.32	2,387.69	2,865.22
Pool in Wharfedale	939.47	1,096.05	1,252.63	1,409.20	1,722.35	2,035.51	2,348.67	2,818.40
Rawdon	922.22	1,075.92	1,229.62	1,383.32	1,690.72	1,998.13	2,305.54	2,766.64
Scarcroft	930.16	1,085.18	1,240.21	1,395.23	1,705.28	2,015.33	2,325.39	2,790.46
Shadwell	933.05	1,088.56	1,244.07	1,399.57	1,710.58	2,021.60	2,332.62	2,799.14
Swillington	931.84	1,087.14	1,242.45	1,397.75	1,708.36	2,018.97	2,329.59	2,795.50
Thorner	936.23	1,092.26	1,248.30	1,404.33	1,716.40	2,028.47	2,340.56	2,808.66
Thorp Arch	934.13	1,089.82	1,245.51	1,401.19	1,712.56	2,023.94	2,335.32	2,802.38
Walton	944.77	1,102.22	1,259.69	1,417.14	1,732.06	2,046.98	2,361.91	2,834.28
Wetherby	947.13	1,104.98	1,262.84	1,420.69	1,736.40	2,052.11	2,367.82	2,841.38

5 That, in accordance with section 52ZB of the Local Government Finance Act 1992, following the principles set out by the Secretary of State and in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2015/16, it be determined that Leeds City Council's relevant basic amount of council tax for the year 2015/16 is not excessive.

6 That the schedule of instalments for 2015/16 for transfers to Leeds City Council and payments to the Police and Crime Commissioner and the Fire and Rescue Authority out of the Collection Fund be determined as set out in Appendix II of this report.

#### v) Capital Programme Update 2015 – 2018

- i. that the capital programme, as attached to the submitted report, be approved;

- ii. that the revised Minimum Revenue Provision (MRP) policy for 2014/15 as set out in Appendix D be approved;
- iii. that the proposed Minimum Revenue Provision (MRP) policies for 2015/16 as set out in Appendix E be approved.

#### **vi) Treasury Management Strategy 2015- 2016**

- a) That the borrowing limits for 2014/15, 2015/16, 2016/17 and 2017/18 be set as detailed in Section 3.4 of the submitted report and that the changes to both the Operational Boundary and the Authorised limits be noted. Both have been reduced for Borrowing whilst both have been increased for Other Long Term Liabilities reflecting new PFI schemes.
- b) That treasury management indicators for 2014/15, 2015/16, 2016/17 and 2017/18 be set as detailed in Section 3.5 of the submitted report.
- c) That investment limits for 2014/15, 2015/16, 2016/17 and 2017/18 be set as detailed in Section 3.6 of the submitted report.
- d) That the revised Treasury Management Policy Statement be adopted.

On the requisition of Councillors Nash and G Latty, the voting on all amendments and the motion was recorded as follows:-

Amendment 1 in the name of Councillor A Carter:-

#### YES - 16

Anderson, Buckley, A Carter, J L Carter ,Castle, ,Cohen, Collins, Flynn, Harrand, Lamb, G Latty, P Latty, J Procter, Robinson, Wadsworth and Wilkinson

#### NO – 73

Akhtar, J Bentley, S Bentley , A Blackburn, D Blackburn, Blake, Bruce, Campbell, Chapman Charlwood, Cleasby, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Downes, Dunn, Gabriel, Golton, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, Lay ,J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Townsley, Truswell, Urry, Venner, Walker, Walshaw, Wakefield Wilford and Yeadon.

#### ABSTAIN – 5

Elliott, Finnigan, Leadley, Gettings and Varley,

Amendment 2 in the name of Councillor A Carter:-

YES - 25

Anderson, J Bentley, S Bentley , Buckley, Campbell, A Carter, J L Carter ,Castle, Chapman, Cleasby, Cohen, Collins, Downes, Flynn, Golton, Harrand, Lamb, G Latty, P Latty, Lay , J Procter, Robinson, Townsley, Wadsworth and Wilkinson

NO – 64

Akhtar, A Blackburn, D Blackburn, Blake, Bruce, Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield Wilford and Yeadon.

ABSTAIN - 5

Elliott, Finnigan, Leadley, Gettings and Varley,

Amendment 3 in the name of Councillor A Carter:-

YES - 25

Anderson, J Bentley, S Bentley , Buckley, Campbell, A Carter, J L Carter ,Castle, Chapman, Cleasby, Cohen, Collins, Downes, Flynn, Golton, Harrand, Lamb, G Latty, P Latty, Lay , J Procter, Robinson, Townsley, Wadsworth and Wilkinson

NO – 64

Akhtar, A Blackburn, D Blackburn, Blake, Bruce, Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield Wilford and Yeadon.

ABSTAIN - 5

Elliott, Finnigan, Leadley, Gettings and Varley,

Amendment 4 in the name of Councillor A Carter:-

YES - 25

Anderson, J Bentley, S Bentley , Buckley, Campbell, A Carter, J L Carter ,Castle, Chapman, Cleasby, Cohen, Collins, Downes, Flynn, Golton, Harrand, Lamb, G Latty, P Latty, Lay , J Procter, Robinson, Townsley, Wadsworth and Wilkinson

NO – 64

Akhtar, A Blackburn, D Blackburn, Blake, Bruce, Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield Wilford and Yeadon.

ABSTAIN - 5

Elliott, Finnigan, Leadley, Gettings and Varley,

Amendment 5 in the name of Councillor Golton:-

YES - 12

J Bentley, S Bentley , A Blackburn, D Blackburn, Campbell, Cleasby, Chapman Downes, Golton, Lay , Townsley and Wilford

NO – 78

Akhtar, Anderson, Blake, Bruce, Buckley, A Carter, J L Carter ,Castle, Charlwood, Cohen, Collins, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Flynn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, Harrand, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, Lamb, G Latty, P Latty, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, R Procter, Pryor, Rafique, Renshaw, Ritchie, Robinson, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Wadsworth ,Walker, Walshaw, Wakefield , Wilkinson and Yeadon.

ABSTAIN - 5

Elliott, Finnigan, Leadley, Gettings and Varley,

Amendment 6 in the name of Councillor Golton:-

YES - 12

J Bentley, S Bentley , A Blackburn, D Blackburn, Campbell, Cleasby, Chapman Downes, Golton, Lay , Townsley and Wilford

NO – 62

Akhtar, Blake, Bruce, Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield , Wilkinson and Yeadon.

ABSTAIN - 21

Anderson, Buckley, A Carter, J L Carter ,Castle, ,Cohen, Collins, Elliott, Finnigan, Flynn, Gettings Harrand, Lamb, G Latty, P Latty, Leadley, J Procter, R Procter, Robinson, Wadsworth and Varley,

Amendment 7 in the name of Councillor Golton:-

YES - 9

J Bentley, S Bentley , Campbell, Cleasby, Chapman Downes, Golton, Lay and Townsley

NO – 66

Akhtar, A Blackburn, D Blackburn, Blake, Bruce, J L Carter ,Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield, Wilford and Yeadon.

ABSTAIN - 20

Anderson, Buckley, A Carter, ,Castle, ,Cohen, Collins, Elliott, Finnigan, Flynn, Gettings Harrand, Lamb, G Latty, P Latty, Leadley, R Procter, Robinson, Wadsworth Wilkinson and Varley,

Amendment 8 in the name of Councillor D Blackburn:-

YES - 8

A Blackburn, D Blackburn, Elliott, Finnigan, Leadley, Gettings, Wilford and Varley,

NO – 61

Akhtar, Blake, Bruce, Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield and Yeadon.

ABSTAIN - 26

Anderson, J Bentley, S Bentley ,Buckley, Campbell, A Carter, J L Carter ,Castle, Chapman, Cleasby, Cohen, Collins, Downes, Flynn, Golton, Harrand, Lamb, G Latty, P Latty, Lay ,J Procter, R Procter, Robinson, Townsley, Wadsworth and Wilkinson

Amendment 9 in the name of Councillor D Blackburn:-

YES - 69

Akhtar, A Blackburn, D Blackburn, Blake, Bruce, Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Elliott, Finnigan, Gabriel, Gettings, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, Leadley, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield, Wilford, Varley and Yeadon.

NO – 15

Anderson, Buckley, A Carter, J L Carter, Castle, Flynn, Harrand, Lamb, G Latty, P Latty, J Procter, R Procter, Robinson, Wadsworth and Wilkinson

ABSTAIN - 10

J Bentley, S Bentley, Campbell, Cleasby, Chapman, Collins, Downes, Golton, Lay and Townsley,

Amendment 10 in the name of Councillor D Blackburn:-

YES - 8

A Blackburn, D Blackburn, Elliott, Finnigan, Leadley, Gettings, Wilford and Varley,

NO – 77

Akhtar, Anderson, Blake, Bruce, Buckley, A Carter, J L Carter, Castle, Charlwood, Cohen, Collins, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Flynn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, Harrand, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, Lamb, G Latty, P Latty, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, R Procter, Pryor, Rafique, Renshaw, Ritchie, Robinson, Selby, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Wadsworth, Walker, Walshaw, Wakefield, Wilkinson and Yeadon.

ABSTAIN - 9

J Bentley, S Bentley, Campbell, Cleasby, Chapman, Downes, Golton, Lay and Townsley

Amendment 11 in the name of Councillor D Blackburn:-

YES - 8

A Blackburn, D Blackburn, Elliott, Finnigan, Leadley, Gettings, Wilford and Varley,

NO – 78

Akhtar, Anderson, Blake, Bruce, Buckley, A Carter, J L Carter, Castle, Charlwood, Cohen, Collins, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Flynn,

Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, Harrand, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, Lamb, G Latty, P Latty, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, R Procter, Pryor, Rafique, Renshaw, Ritchie, Robinson, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Wadsworth, Walker, Walshaw, Wakefield, Wilkinson and Yeadon.

ABSTAIN - 9

J Bentley, S Bentley, Campbell, Cleasby, Chapman Downes, Golton, Lay and Townsley

Substantive Budget Motion in the name of Councillor Wakefield as amended by the incorporation of Amendment 9.

YES - 61

Akhtar, Blake, Bruce, Charlwood, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dunn, Gabriel, P Grahame, R Grahame, C Gruen, P Gruen, Groves, Hamilton, Hanley, Harington, Harland, Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, A Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, S McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Pryor, Rafique, Renshaw, Ritchie, Selby, Smart, Sobel, E Taylor, Towler, Truswell, Urry, Venner, Walker, Walshaw, Wakefield and Yeadon.

NO – 6

Castle, Collins, Flynn, P Latty, R Procter and Robinson

ABSTAIN – 20

J Bentley, S Bentley, A Blackburn, D Blackburn, Campbell, Cleasby, Chapman Cohen, Downes, Elliott, Finnigan, Gettings, Golton, Harrand, Lay, Leadley, Townsley, Wilford, Wilkinson and Varley.

**99 Recommendations of the General Purposes Committee - Approval of the 2015/16 Pay Policy Statement**

It was moved by Councillor P Gruen, seconded by Councillor Nash and

**RESOLVED –**

- (a) That the Pay Policy Statement 2015/16 as set out at Appendix 1 to the report be approved.
- (b) To approve that any required in year amendments to the Annual Pay Policy Statement in respect of the JNC pay scale be delegated to the Chief Officer HR.
- (c) That the assurance provided by the Deputy Chief Executive be noted.

**100 Motion to Suspend Council Procedure Rules**

Under the provisions of Council procedure Rule 13.2(d) and 14.10 and with the consent of the seconder leave of Council was given to withdraw the item regarding the recommendation of the General Purposes Committee in respect of the creation of a new Town Council for Guiseley.

**101 Recommendations of the General Purposes Committee - Creation of a New Town Council for Guiseley**

This item was withdrawn from the agenda.

**102 Minutes**

It was moved by Councillor Wakefield, seconded by Councillor Nash and

**RESOLVED** – That the minutes be received in accordance with Council Procedure Rule 2.2(i).

Having suspended Council Procedure Rules, discussion on the minutes concluded prior to all notified comments on the minutes having been debated.

Council rose at 16.57



**Report of Chair Outer North West Community Committee**

**Report to Full Council**

**Date: 1<sup>st</sup> April 2015**

**Subject: Outer North West Community Committee Update**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Adel & Wharfedale, Guiseley & Rawdon, Horsforth and Otley & Yeadon		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

**Summary of main issues**

This report provides an update on the Outer North West Community Committee's progress so far including an update on:

- The first three themed Community Committee Meetings
- The work of the Community Champions
- Key successful projects.

**Recommendations**

Members are asked to note the content of this report and receive a presentation from the Chair of the Outer North West Community Committee.

## **1 Purpose of this report**

2 The purpose of this report is to report on the progress, early outcomes, opportunities and challenges of the Outer North West Community Committee. It also highlights a number of key pieces of work supported by the committee.

## **3 Background information**

4 Our city and its communities are facing massive and increasing social and financial challenges, including health inequalities, an ageing and more diverse population and poverty and financial exclusion. In a time of dwindling budgets but increasing challenges, the council must work more intelligently and more flexibly than ever before. Community Committees offer the opportunity to look afresh at our understanding of local needs, aspirations and potential. The challenge and focus for the new community committees will be to genuinely involve the communities they represent in the decisions that affect them.

5 The former Outer North West Area Committee developed sub groups to oversee work strands in the area, which have been operating since 2006. At its June 2014 meeting the community committee agreed to further develop the scope and range of the sub groups and that the sub groups would decide upon the topics for the Community Committee during the 2014/15 municipal year.

6 The change from Area Committees to Community Committees offered the opportunity to look afresh at local needs and to develop new sub groups to address issues of thematic importance to the area.

7 At the first meeting of the Outer North West Community Committee themed sub groups was agreed covering the following key areas: Environment and Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health and Well-being; Highways and Transportation and Policy. Where possible the sub group chairs have been aligned with the Community Champion role:

- Environment & Community Safety – Councillor Barry Anderson (sub group chair and Community Champion).
- Children's Services – Councillor Pat Latty (sub group chair and Community Champion).
- Employment, Skills and Welfare – Councillor Ryk Downes (sub group chair and Community Champion).
- Health & Well-being and Adult Social Care – Councillor Graham Latty (sub group chair and Community Champion).
- Highways and Transportation – Councillor Brian Cleasby (sub group chair)
- Policy – Councillor Paul Wadsworth (Sub group chair).

8 The Community Committee Champions are working with lead officers through a range of partnership structures to develop clear priorities and play an active role in shaping themes and progressing work:

## 9 **Main issues**

### Themed meeting

10 **The Outer North West Community Committee**, through its sub groups, identified a number of **themes** that Members wanted future meetings to focus on. These were:

- Domestic Violence
- Social Isolation
- Engagement with Children & Young People

### Domestic Violence

11 In October 2014 the Outer North West Community Committee hosted its first workshop exploring Domestic Violence in our community, what is currently in place in our communities to respond to domestic violence and how the Community Committee can help to raise awareness of domestic violence in the local area. Representatives from the Domestic Violence Team, Caring Dads, Behind Closed Doors, Public Health, the Neighbourhood Policing Team and Children's Services joined officers and Ward Members to debate the issue.

12 The Chair of the Community Committee opened the meeting by introducing the topic and invited the Community Champion for Environment and Community Safety to set the scene for the workshop by providing a brief overview of the recent Scrutiny Board report on domestic violence. Officers from Safer Leeds highlighted the key issues surrounding domestic violence and the work being done in Leeds to address the issue.

13 A workshop session then followed with informative group discussions on domestic violence in the locality, what services are in place and available now, and what could be developed or supported to address the issues. Each group then summarised their discussions and fed back to the full meeting.

14 The Community Committee Champion for Environment & Community Safety closed the session advising that feedback from the workshop would be referred to the Environment & Community Safety sub group to consider what actions the Outer North West Community Committee could do to help and support agencies tackling Domestic Violence in the area.

15 Feedback from the workshop highlighted that domestic violence and abuse is an issue in the outer north west area and can affect individuals from any background or socio-demographic. The Environment & Community Safety sub group agreed that there is a definite need to raise awareness of this issue and has agreed a number of actions including exploring potential projects and funding to support both victims and perpetrators of Domestic Violence and also publicising contact details for support groups on Facebook and local newsletters. In addition the Community Committee contributed through their well-being fund, towards a Christmas party for vulnerable children who have witnessed or been a victim of domestic abuse in the outer north west area.

## Social Isolation

- 16 The Adult Social Care, Health & Well-being sub group chose Social Isolation as the topic for the December community committee theme. The session focused on how we find people who are socially isolated in the local area, what the issues are and what can be done to help those in our community who are socially isolated.
- 17 The Community Champion for Health & Well-being and Adult Social Care opened the meeting advising those present of the reasons for the Adult Social Care Health & Well-being sub group choosing social isolation as their topic and explaining how it affects a large percentage of the population living in the outer north west area. Rachel Cooper from Leeds Older People's Network gave a presentation on the 'Time of Our Lives' £6m lottery bid and Lucy Jackson Public Health Consultant talked about the Leeds Ageing Well Board.
- 18 Group discussions with a range of services and partners including the four local Neighbourhood Networks, Leeds West Commissioning Care Group (CCG), Adult Social Care, Public Health, Leisure Services, Housing Leeds and Libraries, helped to set the scene, by providing a local perspective on how they deliver their services and the challenges they face.
- 19 The session highlighted a number of reasons individuals can become socially isolated including bereavement and mobility issues and asked what can be done to reach people who feel socially isolated. A number of suggestions were made including the need for a community development worker to engage with the community and make links with service providers.
- 20 Learning from this topic will be used by the Health & Well-being and Adult Social Care sub group and officers to agree what actions and activities to develop to address social isolation in the outer north west area.

## Engagement with Children and Young People

- 21 The Children's Services and Family Health sub group considered what they wanted to choose as their topic and based their choice on the lack of engagement with children and young people in the outer north west. The Youth Engagement Panel has had consistently low attendance at their meetings and Councillors saw a way to promote the panel and equally importantly, connect with the children and young people living in the outer north west in a fun and informal way. Trinity University in Horsforth was chosen and the university kindly agreed to provide the venue for free.
- 22 A full day of engagement was organised with the assistance of the Clusters, the Voice and Influence Team, the Youth Offer Team and the Youth Service. Invitations to the event were sent to all schools across the four clusters asking them to send representatives from Years 3 to 13 (ages 8-17). The day was made up of three elements: a training session on governance organised and run by the Voice and Influence Team; a question and answer session with Councillors from the Outer North West Community Committee and an activities and mapping activity involving the Councillors and young people to decide how the Youth Activity Fund money should be spent in the wards.

- 23 The first session concentrated on 'having a voice', local democracy and governance and how to make a difference. All of which prepared the children and young people well for a question and answer session with a panel of their local councillors. This was very successful with a wide range of questions being put forward to the panel and answered by different Councillors in turn. Questions ranged from 'Why do you want to be a Councillor?' and 'What can you do to make our city better?' to 'Can you tell us a joke?' Unfortunately there wasn't time for the panel to answer all of the 60 different questions that were put forward but this was a very popular part of the day as evidenced in the feedback received at the end of the session.
- 24 Lunch was provided for all the attendees funded by the sub group and the afternoon session then provided an opportunity for the students and Councillors to work together to look at what type of activities should be funded through the Youth Activity Fund, working to a budget of £56,000 (the community committee youth activity fund for 2014/15). A list of activities and costs were provided and the young people and Councillors discussed in smaller groups how the budget should be spent, including what would be popular, whether the activities were value for money, was there a good spread for all ages etc. The general feedback was that these were difficult decisions to make and many found it hard to decide how to spend the money equally.
- 25 The day was rounded off with a tour of the University for the young people attending, accompanied by students from Trinity University giving the opportunity for the children and young people to ask questions about university life and further education. A feedback form was completed asking if any children and young people would like to be involved in the Youth Engagement Panel, what they had thought was good and bad about the day, what they liked best and what kind of activity they personally preferred from Arts, Play or Sport.
- 26 A report of the day, including analysis of the activity session and feedback was taken to the Children's Services and Family Health sub group. This will now be shared with local schools who participated in the event and also with the Youth Engagement Panel.
- 27 What's worked well:
- Engaging with services in a new way of working, developing more of a partnership approach to planning the themed meetings.
  - Role of Community Champions – through their active role in shaping themes and progressing work.
  - Involvement of the sub group infrastructure in response to the themed meetings - the Children and Young People's Sub Group now includes Cluster representation and will monitor those key actions from the Engagement with Children and Young People topic.
  - Well-being spend – during 2014/15 municipal year the community committee had a well-being fund allocation of £140,672 plus carry forward of £33,035 from 2013/14 giving a total of £173,707. During 2014/15 the community committee

has approved funding for 28 well-being projects totalling £168,245. In addition, £56,470 has been spent on 20 projects from the Youth Activity Fund.

### Social Media

28 The introduction **of Facebook and Twitter** has allowed the Community Committee to interact with a wider audience by developing a **stronger social connection** with residents who have not necessarily previously engaged with us. Social media has provided a platform to **build relationships** and share useful and interesting information from local media, community groups and residents.

29 The Community Committee have publicised a range of messages on Facebook around consultation, community events or improvements to an area, which have proven to be very popular. With such a good response at a very early stage there is real potential for engagement through social media to further grow.

### 30 **Consultation and Engagement**

The Outer North West Community Committee has three Community Forums, Citizens@Guiseley & Rawdon, Citizens@Holt Park and Citizens@Yeadon for engaging with local people in addition to attending community events and galas as well as the Outer North West Facebook page. The Committee will continue to support and enable local people and communities to engage and interact on issues that are important to them.

31 The community committee hosts a Parish and Town Council Forum three times a year, which enables the committee to engage with the six local Parish and Town Councils in outer north west Leeds. A number of joint priorities between the community committee and the local councils have been agreed, including the proposed Parks and Countryside delegation, Highway issues in relation Public Transport and links to Leeds Bradford airport.

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

All projects funded from Well Being must have an equal opportunities policy and outline which equality group the project will work with, and how equality and cohesion issues have been considered. Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

### 33 **Council policies and City Priorities**

The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well Being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

**34 Resources and value for money**

There is no new resource implications detailed within this report. In all requests for funding from Community Committee applicants are asked to consider value for money during the application process.

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

There are no legal, access to information or call in implications arising from this report.

**36 Risk Management**

There are no risk management issues of any significance arising from this report.

**37 Conclusions**

The Community Committees are building on the successes of Area Committees and developed on the engagement and involvement of local communities in the decision making process.

38 These first three themed meetings have allowed the Community Committee to work with a bottom-up approach by engaging with partners to envision ways to strengthen the links between Clusters and the sustainability of local assets. The next steps will be to investigate and respond to the challenges and opportunities discussed at these workshops.

39 The Community Committee already has good relationships with its local communities and utilises its available funding streams to support local projects. It recognises that there are challenges ahead especially with engaging with hard to reach groups, but will continue to strengthen its positive working relationships with stakeholders to improve local services and facilities.

**40 Recommendations**

Members are asked to note the content of this report and receive a presentation from the Chair of the Community Committee.

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

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 author: Lee Griffiths

Tel: 0113 336 7638

**Report of the Chair Inner East Community Committee**

**Report to Full Council**

**Date: 1<sup>st</sup> April 2015**

**Subject: Inner North East Community Committee**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Chapel Allerton Moortown Roundhay		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

**Summary of main issues**

1. The purpose of this report is to outline the progress, achievements, opportunities and challenges of the newly formed Inner North East Community Committee.
2. Members are asked to note the content of this report.

## **1.0 Purpose of this report**

- 1.1 The purpose of this report is to outline the recent progress, achievements, opportunities and challenges of the Inner North East Community Committee.

## **2.0 Background information**

- 2.1 Area Committees were established in 2004 to improve service delivery at a local level and deliver projects and programmes of work on priority issues in the locality. In 2014 Community Committees were established to build on the successes of Area Committees and to better engage with communities, in particular increase the attendance and active involvement of local people in improving their communities.

## **3.0 Progress**

- 3.1 Since the inaugural meeting in July 2014, the Inner North East Community Committee has seen a significant increase in attendance (over 70 cumulatively to date) and participation of local residents, partners and representatives from the voluntary sector.
- 3.2 This renewed interest in Community Committee business has been achieved by: the theming of meetings on topics of interest to the local community; a changing of the format of the meeting to promote greater public participation; later starting times; better publicity including Facebook and Twitter; meetings taking place in locally accessible venues.
- 3.3 A workshop style session has been employed in all of the Community Committee meetings to enable local Elected Members and residents to explore particular issues including:
- Employment in the Queenshills and Brackenwood estates
  - Tackling social Isolation
  - Setting Community Committee priorities and informing associated Well-being Fund spend for 2015/16
- 3.4 In addition to a workshop session at the social isolation themed meeting local community testifiers were invited to share their story. This set the scene for the meeting, presenting attendees with the real life implications of social isolation faced by community members in Inner North East Leeds.
- 3.5 Since July, both a Facebook and Twitter presence has been established for the Inner North East Community Committee, as an additional means of communicating with partners, third sector organisations and local residents. The Inner North East Facebook page currently has 132 Likes and over 273 items of local interest have been posted.

- 3.6 Following the July 2014 priority setting meeting, Community Champions have led the new approach of theming Community Committees. This has been achieved by taking a lead on the design and delivery of the community committee workshop sessions and corresponding report.
- 3.7 The Community Champion for Employment and Skills, Cllr Ghulam Hussain played an instrumental role in leading the development and research for October's Community Committee meeting, which was themed around employment and skills in the Queenshills and Brackenwood estates. A report was written after a period of extensive research and engagement in the locality, which explored service provision and the needs of the community. During workshop sessions at the Community Committee meeting attendees reviewed report recommendations and highlighted the recommendations which were deemed of highest priority. These are now being reviewed through the East North East Employment and Skills Board.
- 3.8 In the run up to the January 2015 Community Committee, the Community Champion for Health & Wellbeing, Cllr Eileen Taylor led on the development of a report which explored social isolation across the Inner North East. This report was produced in partnership with officers from Public Health and North Leeds Clinical Commissioning Group. During the workshop session at the Community Committee, the report findings were discussed and attendees advised; who they understood the social isolated members of the Inner North East community to be, what support they need and how their needs could be better addressed.
- 3.9 The most recent Inner North East Community Committee (March) looked to develop on progress earlier in the year, with a workshop session being delivered around the priorities for the Inner North East Community Committee's Well-being budget spend. The aim was to actively engage community members and partners in the financial decision making process – ultimately influencing the priorities for the Well-being budget spend in 2015/16. These same priorities are also to set the agenda for the 2015/16 Community Committee themes.

#### **4.0 Achievements**

- 4.1 The Community Committee continues to drive improvements in the area within a framework of priorities and themed advisory groups to support greater service integration and allocate resources more effectively. Recommendations from the themed Community Committee meetings and the corresponding workshops have directly fed in to the East North East Employment and Skills Board action plan and been compiled into a report to be presented to the North Leeds Clinical Commissioning Group to inform its commissioning of social prescribing. Social prescribing is when primary care providers refer patients with social, emotional or practical needs to a range of local, non-clinical services, often provided by the voluntary and community sector.

- 4.2 The Committee have also received a number of deputations under the open forum element of the meeting. There are a number of deputations which have directly resulted in services undertaking scoping and investigative work. For example, Highways are exploring the possibility of creating a new crossing on Meanwood Road to improve pedestrian safety and links between Woodhouse Ridge/ Meanwood Urban Farm. Officers from Highways, Parks & Countryside and Regeneration are drawing up outline proposals to create a new community space at Moortown Corner, in partnership with Moortown Community Group. It is hoped this will be the catalyst for further improvements and the active engagement of businesses and the development of a Town Team.
- 4.3 The Wellbeing fund has also been utilised to drive improvements in the area along the Community Committee's priority themes. Examples of projects funded through the Community Committee include; a security upgrade to the Mandela Centre, Chapel Allerton Arts Festival , CCTV and a comprehensive summer holiday programme in addition to projects supported through the Youth Activity Fund.
- 4.2 Investment in community buildings has been a considerable priority for the Community Committee to date. The Committee have utilised Wellbeing Funds , Ward Based Initiative Funding and the Capital Receipts Incentive Scheme Fund to improve community facilities across all three wards.
- 4.3 The Community Committee has strong local partnerships which see key stakeholders coming together to address local challenges. These have good involvement from residents and include different models of engagement such as the development of a Community Leadership Team (CLT) for Meanwood. Formal structures such as the CLT are complimented by informal discussions at events such as Chapeltown Conversation Dinner and bespoke drop-in sessions held in local venues such as Stainbeck Church.

## **5.0 Opportunities**

- 5.1 The initial meetings and use of Facebook / Twitter have shown that local people want to get involved in improving outcomes in their neighbourhoods by working with the Council and local partners. Whilst positive initial steps have been made, the use of social media could be enhanced further by utilising the Committee's community engagement budget to deliver targeted campaigns in the run up to Committee meetings. This would provide the Committee with an opportunity to communicate with members of the electorate who may not be actively engaged in civic life.
- 5.2 There are opportunities to engage young people in the wider decision making process of the Community Committee. Work is already underway to improve the links between young people and the allocation of the Youth Activity Fund. A future aspiration may be to provide young people with an opportunity to influence the wider Community Committee agenda.

- 5.3 As the Committee looks towards the new municipal year, Members have already highlighted potential opportunities for members of the community to have greater input into the delivery of Service Level Agreements (SLAs). In particular there are opportunities to foster greater involvement with the Environmental Service SLA and the planned Parks and Countryside SLA.
- 5.3 There is also the opportunity to forge better links between the new Community Champions and the relevant Council departments as the local roles develop, to help drive local service improvements.

## **6.0 Challenges**

- 6.1 The Inner North East Community Committee includes communities with a range of challenges such as unemployment / NEETs, child poverty and health issues. Responding to these issues remains challenging but there are good local partnerships in place to drive improvements forward.
- 6.2 Language barriers remain a key issue across all areas within Inner North East Leeds. The Council needs to continue to respond to this changing demographic.
- 6.3 The Community Committee will continue to build on the positive steps made so far and seek to sustain the momentum around engaging with residents. The Council's approach to integrated locality working provides an opportunity to deliver better services locally.

## **7.0 Corporate Considerations**

### **7.1 Consultation and Engagement**

- 7.1.1 An integral part of the work in the priority neighbourhoods that make up the Inner North East Community Committee area is to ensure that local people are involved with and consulted on the activities taking place where they live. There is a Community Leadership Teams (CLT) established and operational for Meanwood. Work to engage people more effectively in Chapeltown is currently underway.

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

- 7.2.1 All projects funded from Wellbeing must have an equal opportunities policy and as outline which equality group the project will work with, and how equality and cohesion issues have been considered.
- 7.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

### **7.3 Council policies and City Priorities**

- 7.3.1 The projects outlined in this report contribute to targets and priorities set out in the following Council policies:
- Vision For Leeds
  - Children and Young Peoples Plan
  - Health and Well Being City Priority Plan

- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

#### **7.4 Resources and value for money**

7.4.1 There are no new resource implications detailed within this report.

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

7.5.1 There are no legal implications and this report is not subject to call in.

#### **7.6 Risk Management**

7.6.1 There are no significant risk management issues contained within the report.

### **8 Conclusions**

8.1 Community Committees will further develop the involvement of local communities in the decision making process by actively involving residents in themed Community Committee meetings and other engagement activity in Inner North East Leeds. The Inner North East Community Committee will continue to work in partnership and support projects and programmes of work that improve service delivery and continue to address local priorities.

### **9 Recommendations**

9.1 Members are asked to note the content of this report.

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

10.1 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.



Report author: Aretha Hanson  
Tel: 079891 272326

**Report of the Chair Outer South Community Committee – Councillor Karen Bruce**

**Report to Full Council**

**Date: Wednesday 1<sup>st</sup> April 2015**

**Subject: Work of Outer South Community Committee**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Ardsley & Robin Hood Morley North Morley South Rothwell	<input checked="" type="checkbox"/> Yes <input 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**

The report provides an update on the Outer South Community Committee’s progress so far including an update on:

- themed Community Committee Workshops
- the work of the Community Committee Champions
- Successful projects delivered in 2014/15

**Recommendations**

Members are asked to note the content of this report and receive a presentation from the Chair of the Outer South Community Committee.

## 1. Purpose of this report

- 1.1 The purpose of this report is to update Full Council on the progress of the Outer South Community Committee and its workshops, the work of the Community Committee Champions and also highlights key successful projects.

## 2 Background information

- 2.1 Area Committees were created in 2004 to improve service delivery at local level and deliver projects and programmes of work on priority issues in the locality. In 2014 Community Committees were established to build on the successes of Area Committees with an enhanced focus on community engagement and in particular, increase the attendance and active involvement of local people at Community Committee meetings.
- 2.2 This report looks at the themed Community Committee workshops, highlights successful projects that have recently been delivered and outlines how the Community Committee Champions have helped shape projects and plans for 2014/15.

## 3 Main issues

### 3.1 Community Committee meetings and workshops 2014/15

- 3.1.1 The Outer South Community Committee agreed its programme of themed workshops for 2014/15 as outlined in the table below:

<b>Community Committee Date</b>	<b>Theme</b>	<b>Workshop topic</b>	<b>Community Committee Champion</b>
9 <sup>th</sup> July 2014	Community Safety, Environment and housing	Priorities for 2014/15	Cllr Karen Bruce
20 <sup>th</sup> October 2014	Children's Services	Things for Young People to do	Cllr Bob Gettings
2 <sup>nd</sup> February 2015	Health & Wellbeing and Adult Social Care	Social Isolation and Loneliness	Cllr Lisa Mulherin Cllr Karen Renshaw
23 <sup>rd</sup> March 2015	Employment, Skills and Welfare	Achieving Positive Outcomes for those with Disabilities in the Labour Market	Cllr Neil Dawson

- 3.1.2 These themed workshops address key issues and the topics which are determined in collaboration with service leads and Community Committee Champions. The workshop is then followed by the formal business meeting.



## **3.2 What works well**

3.2.1 The new Community Committee format has proved successful in the Outer South area. Highlights include:

- The new ways of working has enabled engagement with a range of services and stakeholders on a number of topics across the area and has provided a platform to widen the conversation and make connections with all involved including engaging residents and service users in the issues that matter to them
- Community Committee Champions have played an active role in shaping the agenda and working with service leads which has had a positive impact
- Greater publicity and communications is a key role in promoting Community Committee and new ways of engaging residents has started. Various promotional activities have been used to promote meetings and workshops to residents and service partners. A Facebook page and twitter account has been developed which is updated regularly with information about events and meetings. This also provides an opportunity for residents to post comments or questions before the Community Committee
- The use of videos on Facebook to promote Community Committee events appears to be effective in reaching a wider audience and securing attendance at Community Committee workshops

3.2.2 The recent Adult Social Care and Health & Wellbeing themed Community Committee Workshop held on 2<sup>nd</sup> February focused on Social Isolation and Loneliness with approximately 50 people attending.

3.2.3 The workshop was outcome based and discussions focused on the four wards of the Outer South area. These were round table deliberations on tackling social isolation and loneliness. Initial feedback from the workshop is being collated and will be considered by the Outer South Older Person's Working Group.

## **3.3 Community Committee Champions**

3.3.1 Community Committee Champions have been appointed to the following themes:

- Children & Young People – Cllr Bob Gettings
- Environment and Community Safety – Cllr Karen Bruce
- Health & Wellbeing – Cllr Lisa Mulherin
- Adult Social Care – Cllr Karen Renshaw
- Employment, Skills & Welfare – Cllr Neil Dawson

3.3.2 The Community Committee Champions meet quarterly and are working with service leads to develop priorities:

- The Champions, in consultation with service leads agree priorities for the workshops to address issues and agree solutions
- Workshops topics are developed by the Champion and lead officer by theme. This involves planning, involving partners, and engagement with local people for their input. Outcomes from these events inform the work of sub groups and the Community Committee Plan.

- 3.3.3 The Community Committee continues to develop its infrastructure to support the delivery of its work and provide a vehicle for the Community Committee theme Champions to take the lead on programmes of work. Among other things these sub groups manage delegations to Community Committee and monitor Wellbeing Funded projects and bringing together key partners to collectively achieve outcomes. The Community Committee sub groups are detailed below:

<b>Sub Group</b>	<b>Community Committee Champion/Chair</b>
Children & Families	Cllr Bob Gettings
Community Centres	Cllr Bob Gettings
Environmental Services	Cllr Karen Bruce
Older Person's Working Group	Cllr Karen Renshaw

- 3.3.4 **Children and Families sub group** has been instrumental in developing the model to deliver against the Youth Activities Fund delegation and has increased the voice and influence of children and young people. In 2014 the Community Committee commissioned three mini Breeze which took place in Rothwell, East Ardsley and Morley. The events provided an opportunity to undertake consultation with children and young people which will help shape the delivery of activities 2015/16. 705 children and young people took part in the consultation.

- 3.3.5 Children and Young people play a role in reviewing Youth Activity Fund applications and score applications on a number of areas such as how many children & young people can take part in an activity; where and when the activity will take place; how effectively is the provider at engaging with young people and value for money. A programme of peer inspections is now being developed to help evaluate activities funded through Youth Activities Fund.

- 3.3.6 **Community Centres Sub Group** manages the portfolio of community facilities delegated to the Community Committee. In line with the council wide review of community centres it has been involved in the consultation process following the "Community Centre Review – Proposals to Consult" paper which was agreed at Leeds City Council Executive Board on 19th November 2014. The Executive Board agreed a 12 week consultation period for facilities located in the Outer South:

<b>Community Centre</b>	<b>Ward</b>
St Gabriel's Community Centre	Ardsley & Robin Hood
Gildersome Youth Club	Morley North
Lewisham Park	Morley South
Windmill Youth Centre	Rothwell

- 3.3.7 Consultation events have engaged with regular users of each facility, residents, community groups and ward members. Other interested parties were encouraged to participate. Ward members and key stakeholders were provided with financial information and usage figures for each community centres and were invited to provide initial comments.

- 3.3.8 In addition to discussions at the Outer South Community Centres Sub Group, the product of all the consultation was presented to the Outer South Community Committee at its meeting on Monday 23rd March and reported back to the Councils Executive Board with timescales for further action.
- 3.3.9 **Environmental Services Sub Group** has continued to meet throughout the year and has received regular performance reports on the delivery against the Environmental Services Delegation. The impact of bringing Parks and Countryside, Environment and housing caretaking together has started to show improved service delivery. The sub group will consider SLA4 proposals once the restructure is complete.
- 3.3.10 **Site Based Gardeners Scheme.** Outer South Community Committee approved funding of £35,654.01 for the Site Based Gardeners Scheme which provides dedicated gardeners who operate in Smithy Lane Recreation Ground, Woodlesford Park, Drighlington Park, Lewisham Park, Hembrigg Park, Wide Lane, Churwell Park, Lowry Road, Magpie Lane, Shayfield Recreation Ground and Carlton Village. The gardeners undertake general gardening duties including: grass cutting, pruning, de-littering, emptying of litter bins, removing fly tipping, marking out sports pitches, inspection of play equipment, maintenance of park infrastructure, planting and sweeping paths. In addition gardeners act as a point of liaison with the local community, effect policing duties and deal with other routine park maintenance such as unlocking of park gates. The project helps to improve the physical environment and security issues at the above sites. The site-based gardeners engage with the public to enhance visitor experience at the sites.
- 3.3.11 **Older Person's Working Group** was established by the Community Committee to bring together representatives from the Outer South Community Committee, statutory, community and voluntary sector who work with and for older people to promote the well-being of all older people in South Leeds. The Older Person's Working Group is a partnership that provides local leadership arrangements that are responsive to the needs and of older people providing for better, more responsive and personalised services. The group aims to ensure service delivery that positively impacts the lives of older people in the Outer South. Through partnership working the group engages with services to identify local actions to address the following priorities:
- Health & Wellbeing issues relating to older people: including a focus on dementia and social isolation
  - Housing and older people – supporting self-care and maintaining independence
  - Community Committee funded projects including **Wellbeing Packs** and **Outer South Garden Maintenance Scheme**
  - Intergenerational activities eg **International Day of Older People events**

- 3.3.12 **Wellbeing Packs:** this project was delivered during winter 2014 and was an enhanced scheme based on the 2013/14 Winter Warmth Scheme. A key challenge of the scheme was ensuring that packs were delivered to the most vulnerable members of the community. The Older Person's Working group proposed that an enhanced scheme would be aimed at reaching the most vulnerable throughout the year. Community Committee provided £4,000 from Wellbeing funds and additional funding of £8,000 was secured from Public Health and Housing Area Panel thus creating a £12,000 scheme for £4,000 Community Committee contribution. Packs were targeted at the elderly and vulnerable and contained a range of items to help people stay warm over the winter period.
- 3.3.13 **Outer South Garden Maintenance Scheme.** Outer South Community Committee funding of £33,000 was approved to support a gardening service to the elderly and disabled. The service, delivered by Morley Elderly Action, helps to prevent depression and despair at not being able to cope with the garden. It also helps to prevent accidents, such as tripping and falling as the garden is kept neat and tidy and does not have overgrown bushes and grass. A client can also benefit from being able to sit in their garden or walk around it, promoting healthier lifestyle. Work undertaken includes grass cutting, strimming, hedge cutting, cutting back bushes and small trees and weeding. Garden tidying at the beginning and end of the seasons is also completed. Targeted priority groups are
- anyone aged over 60
  - those with a disability
  - anyone unable to cope because of old age
- 3.3.14 **International Day of Older People Celebration Events:** Community Committee allocated £2,000 of wellbeing funding for events that coincided with International Day of Older People on or around 1<sup>st</sup> October. Two organisations were commissioned to deliver events on behalf of the Community Committee with one event being held in Morley Town Hall and another held at Blackburn Hall, Rothwell.
- 3.3.15 The events were designed to provide a day of entertainment and fun for older people as well as providing an opportunity for them to gather information from various organisations and services about provision for older people, including living in their own homes with comfort, dignity and security for as long as they choose.
- 3.3.16 The event delivered by Rothwell & District Live at Home Scheme at Blackburn Hall included 27 exhibitors who offered information, advice support and therapies on the day. Transport was provided and the FDM For Disability Mobility provided transport for those who were unable to get into Rothwell without assistance. Over 250 people attended the event.

3.3.17 The event delivered by Morley Elderly Action held at Morley Town Hall included various stalls set up to give out information to all those who called in. The event was attended by the Police, Fire Service, Post Office, Welfare Rights, LCC Housing, Morley Library, Morley Leisure Centre, and NHS Blood Pressure Checks, Boots the Chemist, Will Services, and Cleaning Services. Demonstrations were given from the sports centre with attendees participating. The event focused around promoting independent living for persons over the age of 60 by introducing them to services that could be of help and was attended by over 150 people.

### 3.5 **Successful Projects**

- 3.5.1 **Neighbourhood Improvement Officer Project (NIO).** Through the development of its Business Plan the former Outer South Area Committee identified the need for an NIO role to address issues of community capacity and the development of community leadership. Commissioned through Health for All and funded by the Wellbeing budget, the NIO project employs 1 worker across the Outer South wards and provides 3 days a week for Ardsley & Robin Hood, Morley North, Morley South and Rothwell.
- 3.5.2 The NIO works in the Outer South, identifying and leading on projects through engagement with Elected Members, local agencies, partners and residents, supporting residents in becoming community leaders and implementing actions in keeping with the Community Committee Plan.
- 3.5.3 Funding allocated is £20,402.40 for salary, National Insurance and on costs. Key areas of work are included below. This post was recently re-advertised and the new NIO has developed a work programme in consultation with Ward Members.
- 3.5.4 **South Leeds Community Network:** the South Leeds Community Network provides networking opportunities for community groups across South Leeds. The group aims to strengthen the community sector by providing a forum through which groups can meet each other and support organisations such as funders and development workers. It also aims to share information, ideas and best practice enabling groups to improve and innovate their work. Meetings have been held and topics covered included funding, training and organising community events with key speakers from Leeds City Council and the Voluntary Sector being invited to each event as well as groups sharing their own experiences and learning.
- 3.5.5 The NIO along with Involvement and Improvement Officers from Housing Leeds provides support to South Leeds Community Network to organise meetings and training sessions, aiming to strengthen the networks ability to support itself as a peer learning network.
- 3.5.6 In conjunction with the NIO, the group reviewed and reproduced a guide for people who want to set up a community group. The guide includes information on governance, insurance, policies, funding, support, finances and training.
- 3.5.7 The NIO promotes relevant opportunities, from both LCC and the voluntary sector, including training, funding and events to South Leeds groups, examples include:
- widespread distribution of Leeds Let's Get Active promotional materials

- encouraging groups to take advantage of the HUGO bus and the Library Information Bus
- promoting the financial fitness project commissioned by Outer South Community Committee and Public Health and delivered by West Yorkshire Trading Standards
- contributing to integrated locality working through participation in relevant development forums such as Third Sector Goes Local and Transform Leeds.

- 3.5.8 **The South Leeds Debt Forum** was established in 2013 and completed a mapping exercise of advice service provision in South Leeds. This demonstrated that whilst there is reasonable access to Welfare rights and Housing Advice there was little provision of face to face debt advice.
- 3.5.9 To help address this issue the Outer South Community Committee match funded a **‘Money Buddies scheme’** which trains volunteers to provide one to one support to people in debt, enabling them to negotiate with their creditors, make savings, switch utility/mobile phone supplier and borrow money at a reasonable rate of interest.
- 3.5.10 **Leeds South Foodbank** was established in 2013 to provide emergency food to people in crisis. The Foodbank is run by volunteers and supported by the Trussell Trust. Outer South Community Committee allocated £4,000 Wellbeing funding to help establish Foodbanks in each of the four wards. Funding has supported the opening of a Foodbank distribution centre in Rothwell. Leeds South Food bank has provided food to [2200] people in crisis, two thirds of which were children.
- 3.5.11 Community Committee Wellbeing Funding paid for essential equipment to set up and manage the distribution centre in Rothwell and for a laptop which will be used by volunteers to coordinate the work of Leeds South Foodbank in Outer South Leeds. Referrals to the Foodbank are made by a growing number of local support agencies who issue clients with a voucher which is then exchanged for 3 days’ supply of food at a Foodbank distribution centre. The Rothwell distribution centre is based at Temple Lawn Community Centre and opened on 14th August.
- 3.5.12 **Community Heroes:** In June 2014 a Community Heroes Event was delivered at Morley Town Hall. The event was an opportunity for the Outer South Community Committee to celebrate the diversity and strength of community leadership in their communities, saying thank you to those contributing to their communities on a voluntary basis across Outer South Leeds. Feedback from the event was very positive and groups appreciated the recognition offered to them.
- 3.5.13 The Outer South Community Committee, through its wellbeing budget, supports local community events that promote civic pride, community cohesion and help increase the footfall to the local area impacting on local trade and awareness of local facilities. Events supported through Wellbeing funding include:
- May Day, Summer Carnival, Christmas Fayre in Rothwell
  - Rothwell Competitive Music Festival
  - Morley Literature Festival

3.5.14 **Wood Lane Playground improvements.** £8,400 Wellbeing funding was provided to implement improvements at Wood Lane recreation ground in Rothwell. The recreation ground is very well used, but play equipment had been removed, resulting in there being little to no facilities for young people or children to enjoy. The project provided enhanced play opportunities with as wide a play experience for children of all age ranges and abilities and relocated the seats for carers and users of the park. The scheme provided equipment and opportunities for imaginative play.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 Outer South Community Committee has developed an engagement framework. It is supported by ad hoc community events and galas, Outer South Facebook page and the Community Committee newsletter.

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

4.2.1 All projects funded from Well Being must have an equal opportunities policy and as outline which equality group the project will work with, and how equality and cohesion issues have been considered.

4.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

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

4.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well Being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

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

4.4.1 There is no new resource implications detailed within this report. In all requests for funding from Community Committee applicants are asked to consider value for money during the application process

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

4.5.1 There are no legal implications and this report is not subject to call in.

## **4.6 Risk Management**

4.6.1 There are no significant risk management issues contained within the report.

## **5 Conclusions**

5.1 Community Committees will further develop the engagement and involvement of local communities in the decision making process by actively involving residents in themed Community Committee meetings and other engagement activity in Outer East Leeds. Outer East Community Committees will continue to support projects and programmes of work that enhance service delivery and continue to invest in local facilities.

## **6 Recommendations**

6.1 Members are asked to note the content of this report and raise questions.

## **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.



## EXECUTIVE BOARD

WEDNESDAY, 18TH MARCH, 2015

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

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

**APOLOGIES:** Councillor P Gruen

**160 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 A together with the associated plan to the report entitled, 'Forward Funding Investment Opportunity in the Aire Valley Enterprise Zone', referred to in Minute No. 169 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained within these documents relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in relation to certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the purchase of the land/property referred to then it is not in the public interest to disclose this information at this point in time. Also, the release of such information would or would be likely to prejudice the Council's commercial interests in relation to and undermine its attempts to acquire by agreement similar properties in the locality in that owners of other similar properties would be aware about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be available from the Land Registry following completion of the purchase and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (b) Appendix 1 to the report entitled, 'HS2 Regeneration Delivery Vehicle', referred to in Minute No. 170 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained

Draft minutes to be approved at the meeting  
to be held on Wednesday, 22nd April, 2015

within the submitted appendix relates to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of appendices as exempt from publication outweighs the public interest in disclosing the information.

- (c) Appendices 4 and 5 to the report entitled, 'European Capital of Culture 2023: Should Leeds Bid? ', referred to in Minute No. 178 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained within the submitted appendices relates to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of Appendices 4 and 5 as exempt from publication outweighs the public interest in disclosing the information.

**161 Declaration of Disclosable Pecuniary Interests**

There were no declarations of Disclosable Pecuniary Interests made during the meeting.

**162 Minutes**

**RESOLVED** – That the minutes of the meeting held on 11<sup>th</sup> February 2015 be approved as a correct record.

**CLEANER, STRONGER AND SAFER COMMUNITIES**

**163 Leeds Children's Mayor: "Have Fun, Play Safe"**

The Director of Environment and Housing and the Director of Children's Services submitted a joint report responding to the ideas presented by Amy Eckworth-Jones in her deputation to Council on 14<sup>th</sup> January 2015 as part of her winning manifesto for the Leeds Children's Mayor: 'Have Fun, Play Safe'. The report provided details of the play facilities currently available for children and young people in Leeds, whilst also considering the range of ideas put forward by Amy.

The Board welcomed Amy, the Leeds Children's Mayor, who was in attendance at the meeting and congratulated her for the assured way in which she had delivered her deputation speech. Members also paid tribute to the innovative proposals which Amy had included within her deputation and emphasised that in moving forward, all of the ideas submitted by Amy would be given serious consideration.

**RESOLVED –**

- (a) That Amy Eckworth-Jones, the Leeds Children's Mayor, be thanked for her excellent ideas;
- (b) That it be noted that the Council:-

- (i) Will develop safe areas to play away from traffic and provide facilities for children of all ages and abilities to play games and hang out with their friends;
- (ii) Will encourage events in parks and green spaces that provide positive activities for families and young people;
- (iii) Will look to develop innovative ways to raise additional funding to invest in parks and facilities for children and young people; and
- (iv) Will ensure that young people are consulted in the development of all play facilities in parks.

## **FINANCE AND INEQUALITY**

### **164 Best Council Plan 2015 - 2020: Update 2015/2016**

Further to Minute No. 25, 25<sup>th</sup> June 2014, the Deputy Chief Executive submitted a report presenting for approval an updated version of the Best Council Plan. The report highlighted that the 6 current objectives remained within the Plan, however, the proposed update set out the Council's strategic priorities for the period 2015-20, presented the key areas of work for 2015/2016, as aligned with the recently approved 2015/16 Council budget and also identified key linkages with supporting plans.

By way of introduction, the Chief Executive highlighted that the updated Plan which had been submitted to the Board for approval was a refresh of the current version. Also, it was highlighted that the Plan aimed to provide a clear framework enabling the Council to focus upon its strategic priorities, whilst also providing flexibility in the way in which they were delivered. In addition, emphasis was also placed upon the cross-Council approach that the Plan aimed to encourage, with the 7 Breakthrough Projects detailed within the Plan being a key example of such an approach.

**RESOLVED** – That the Best Council Plan 2015-2020, as appended to the submitted report be approved and that it be noted that at the time of writing, further drafting and design will be taking place.

(In accordance with the Council's Executive and Decision Making Procedure Rules, the matters referred to within this minute were not eligible for Call In as the power to Call In decisions does not extend to those decisions made in accordance with the Budget and Policy Framework Procedure Rules. As the Best Council Plan forms part of the Budgetary and Policy Framework, the matters detailed above are therefore exempt from Call In)

### **165 Discretionary Housing Payment Policy**

Further to Minute No. 90, 15<sup>th</sup> October 2014, the Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the use of Discretionary Housing Payments (DHPs) to help vulnerable tenants deal with welfare changes which came into effect in 2013/14. In addition, the report also outlined the challenges for 2015/16 anticipated as a result of the reduction in the Government's contribution towards DHPs and in response,

the report set out proposals to change the way in which DHPs were used to support tenants affected by welfare reform.

For the purposes of clarification, the Board noted that the final figure in paragraph 2 of the 'Summary of Main Issues' section of the submitted report should read £500,000, rather than the published £550,000.

**RESOLVED –**

- (a) That the expected impact of the reduction in funding from 1 April 2015 be noted;
- (b) That the proposal to develop an amended policy within the parameters of the nationally reduced budget, which aims to support those most disadvantaged by welfare reform changes, be endorsed;
- (c) That the changes to the Council's Discretionary Housing Payment policy, as set out in paragraph 3.9 of the submitted report, effective from 1st April 2015, be approved;
- (d) That the Assistant Chief Executive (Citizens and Communities) be authorised to implement the revised policy;
- (e) That approval be given to an approach being made to the Department for Communities and Local Government (DCLG) to use the agreed funding from the Housing Revenue Account (HRA), as set out in paragraph 3.1 of the submitted report.

**166 Leeds City Region Governance Arrangements**

The City Solicitor submitted a report which sought approval for the dissolution of the Leeds City Region (LCR) Leaders' Board on 31<sup>st</sup> March 2015. In addition, the report also requested that authority be delegated to the Deputy Chief Executive and to the City Solicitor in relation to associated matters.

Members noted that Government announcements may potentially impact upon the LCR and, in this event, a review of LCR related governance arrangements would be needed at the earliest opportunity.

**RESOLVED –**

- (a) That it be noted that the LCR Leaders' Board endorsed the proposal to dissolve the LCR Leaders' Board on 31 March 2015. It also be noted that the West Yorkshire Combined Authority (WYCA) has resolved to appoint an LCR Partnership Committee, to be established on 1 April 2015;
- (b) That approval be given to dissolve the LCR Leaders' Board on 31 March 2015;
- (c) That the necessary authority be delegated to:-
  - (i) the Deputy Chief Executive in his capacity as S151 Chief

- Finance Officer, in order to determine which contracts and other assets should transfer to the WYCA, and which should remain with Leeds City Council; and
- (ii) the City Solicitor in order to take all necessary steps to dissolve the LCR Leaders' Board, including such steps as may be required to implement the decision of the Deputy Chief Executive in relation to any such transfer, novation or assignment.
- (d) That in the event that any Government announcement has a significant impact upon the Leeds City Region, then a review of LCR related governance arrangements should take place at the earliest opportunity, with such a review including consultation with Group Leaders.

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

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public's interests. As such it was determined that the resolutions relating to this report were exempt from the Call In process given that the Leaders' Board is to be dissolved on 31 March 2015, so that the new arrangements are in place for the new financial year)

#### **167 Governance of the Leeds City Region Business Rates Pool**

The Deputy Chief Executive submitted a report which sought approval to appoint the Leader of Council to a new joint committee in relation to the Leeds City Region Business Rates Pool, with such a joint committee consisting of the Leader of each Pool authority. In addition, the report also sought approval of the new governance arrangements for the Business Rates Pool and to also provide the City Solicitor with the necessary delegated authority to seek the agreement of the other six members of the Pool to such arrangements.

#### **RESOLVED –**

- (a) That approval be given to the Leader of the Council being appointed to a new joint committee in relation to the Leeds City Region Business Rates Pool, from 1st April 2015 until the 2016 Annual Meeting; with such a joint committee consisting of the Leader of each Pool authority, and with the terms of reference, as set out in Appendix 1 to the submitted report;
- (b) That the revised governance agreement for the Business Rates Pool, as set out in Appendix 2 to the submitted report, be approved;
- (c) That the necessary authority be delegated to the City Solicitor to seek the formal agreement of the other six Pool members to the new arrangements.

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public's interests. As such it was determined that the resolutions relating to this report were exempt from the Call In process given that the new Joint Committee needed to be in place in order to ensure the continuation of the Pool for the start of new financial year)

## **HEALTH AND WELLBEING**

### **168 Proposal for a Leeds Academic Health Partnership**

The Director of Public Health and the Director of City Development submitted a joint report presenting details of the proposed creation of a Leeds Academic Health Partnership. The report summarised the proposal and placed it in a wider context of similar partnerships which had been established in other cities and in relation to the City's wider economic agenda to create wealth and jobs. Furthermore, the report described the framework within which the proposed Leeds Academic Health Partnership could begin to operate, and made recommendations for its establishment initially as an informal partnership structure covering its funding and business plan development following further consultation with partners.

The Board welcomed the proposals detailed within the submitted report.

#### **RESOLVED –**

- (a) That in principle support be given to Leeds City Council's work with the City's universities and local NHS partners to explore the establishment of a Leeds Academic Health Partnership;
- (b) That support be given to the development of a formal programme of work leading to a business plan, a proposed structure, sources of funding, metrics and targets to drive investment and create jobs in the City's health economy which would sit within the City's agreed Joint Health and Wellbeing Strategy, which will be brought back following a wider consultation with other potential partners, for approval to Executive Board by March 2016;
- (c) That support be given to the leadership arrangements proposed to cover this preparatory stage of the partnership's work, including the seconding of a Director (who would be a qualified clinician) which would be seconded from within local networks in Leeds;
- (d) That it be noted that the City Council's contribution of resources provided 'in kind' would be led and co-ordinated by the Chief Officer Leeds Health Partnerships.

## **TRANSPORT AND THE ECONOMY**

### **169 Forward Funding Investment Opportunity in the Aire Valley Enterprise Zone**

The Director of City Development submitted a report which sought to obtain approval for the potential acquisition of a new proposed distribution centre investment to be built and let to an occupier, as identified within the exempt appendix and associated plan to the submitted report, which would be by way of a full forward funding commitment to the developer.

The Board welcomed the proposals detailed within the submitted report.

Following consideration of Appendix A 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 the acquisition of the investment let to the occupier, on the terms as detailed within the exempt appendix and associated plan to the submitted report, be approved;
- (b) That the principle of prudentially borrowing the money required to fund the investment package, as set out within exempt appendix A to the submitted report, be approved;
- (c) That approval be given to the injection into the capital programme of the sums as detailed within the exempt appendix to the submitted report, and that approval also be given to the necessary authority to spend such sums;
- (d) That it be noted that the Director of City Development, under his delegated powers, will negotiate the detailed terms for the acquisition in line with the Heads of Terms, as outlined within the exempt appendix to the submitted report.

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public's interests. As such, it was determined that the resolutions relating to this report were exempt from the Call In process given that the decision taker considers that the decision was urgent due to the occupier requiring to be under contract to occupy the building, with the funding of the investment secured by April 2015)

### **170 HS2 Regeneration Delivery Vehicle**

Further to Minute No. 133, 17<sup>th</sup> December 2014, the Director of City Development submitted a report which sought approval to agree to the Council's preferred option for a HS2 regeneration delivery vehicle, which would take forward regeneration activities associated with HS2 in the short

term. In addition, the report also sought the relevant approvals to the principles which would underpin the longer term function of a delivery vehicle.

Responding to an enquiry, the Board was provided with assurances that Members would continue to be kept informed of developments and the progress made in this field. In addition, Members also discussed the options available in respect of a potential delivery vehicle for HS3.

Furthermore, emphasis was placed upon the key role that both the high speed rail initiative, together with the proposed development of the Leeds Southern Station entrance would play in the wider regeneration of South Leeds.

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 approval be given to enter into an agreement with London and Continental Railways for collaborative working on regeneration based activities associated with HS2 in accordance with the Heads of Terms, as set out within exempt Appendix 1 to the submitted report;
- (b) That approval be given to the Heads of Terms, as set out in exempt Appendix 1 to the submitted report, for a joint venture regeneration delivery vehicle between the Council and London and Continental Railways, with both parties owning 50% of the vehicle;
- (c) That the policy principles for the formation of a HS2 regeneration delivery vehicle, as set out in paragraph 3.30 of the submitted report be agreed;
- (d) That the Director of City Development, in consultation with the Executive Member for Transport and the Economy, be authorised to negotiate and finalise agreements with HS2 Ltd. and London and Continental Railways in order to establish a Joint Venture and enter into a formal partnership arrangement;
- (e) That it be noted that agreement to the proposals for joint working with London and Continental Railways, as contained within the submitted report, will be subject to the approval of HS2 Ltd. and the relevant Government departments;
- (f) That it be noted that the Head of Regeneration will be responsible for the implementation of such matters.

**171 Leeds Southern Station Entrance: Little Neville Street: Highway Improvement Works**

The Director of City Development submitted a report seeking approval to undertake conditioned highway improvement works on Little Neville Street



associated with the high level of anticipated increase in pedestrian usage from the new station southern entrance. In addition, the submitted report also sought approval to inject £498,132 into the Capital Programme and to incur such expenditure in order to implement the highway enhancement and refurbishment works of Little Neville Street.

The Board welcomed the proposals detailed within the submitted report, emphasised the key role that the development of the Leeds southern station entrance would play in the wider regeneration of South Leeds, and also paid tribute to those officers who had successfully developed this project to its current position.

**RESOLVED –**

- (a) That the scheme, as described in the submitted report and as shown on the appended drawing (number HDC/297032/MIS/15), be approved;
- (b) That the injection of £498,132 into the Capital Programme from developer (Section 106 Town & Country Planning Act) contributions, be authorised;
- (c) That the expenditure from the Capital Programme of £498,132 be authorised for the implementation of the southern entrance's associated highway enhancement works, as outlined on drawing number HDC/297032/MIS/15 and as described in the submitted report;
- (d) That it be noted that the Head of Engineering Services will be responsible for the implementation of such matters, in accordance with the timescales as set out in section 4.6.3 of the submitted report.

**172 Supporting Housing Growth**

The Director of Environment and Housing and the Director of City Development submitted a joint report which presented the overarching and strategic approach which was being taken by the Council towards the delivery of housing growth and job opportunities for young people across the city, in line with the objectives of the 'Breakthrough Project' in the same field.

Members welcomed the submitted report, including the contents of the draft letter, as appended, which was addressed to the Secretary of State for Communities and Local Government, subject to the addition of Councillor D Blackburn's name to the correspondence.

The Board noted the actions being taken by the Council to utilise brownfield land in order to support the acceleration of housing growth, and discussed further ways in which the Council could operate as a catalyst for the development of brownfield land for the purposes of increased housing provision.

The Board also acknowledged and welcomed the work being undertaken in this area as part of the overarching Breakthrough Project regarding 'Housing Growth, and Jobs for Young People'.

**RESOLVED –**

- (a) That the approach towards supporting the acceleration of housing growth, including through the use of Council owned brownfield land, be noted;
- (b) That the approach to Government in respect of Housing Revenue Account borrowing and the use of the 'Right to Buy' receipts, via the letter appended to the submitted report, be approved, subject to the addition of Councillor D Blackburn's name to the correspondence;
- (c) That the approach in respect of working with partners locally in order to support the 'Breakthrough Project', beginning with an event to be led by the housing growth team in the summer, be approved.

**ADULT SOCIAL CARE**

**173 Developing the range of choices in the older people's housing market**

Further to Minute No. 103, 19<sup>th</sup> November 2014, the Director of Environment and Housing, the Director of City Development and the Director of Adult Social Services submitted a joint report which set out the range of housing options currently available for the growing numbers of older people in Leeds, and which aimed to ensure that they lived in accommodation which was accessible, affordable and safe. In addition, the report also presented the Council's strategy towards ensuring that the supply of appropriate accommodation continued to increase in order to meet demand, met any gaps in current and proposed provision and looked to expand the options available in response to the diverse needs which currently existed across the city.

Members welcomed the contents of the submitted report and emphasised the significant challenge which was faced in ensuring that there was suitable accommodation provision for older people throughout the city. Members highlighted the role of private developers in the delivery of older people's accommodation, and a request was made that wherever possible, and where the location of a site was appropriate, consideration was given to the need for new housing developments to include a proportion of dedicated housing for older people. Emphasis was also placed upon the need for new housing provision to have the capacity to be adapted as older people's accommodation needs changed.

Furthermore, Members highlighted the evolving consultative role played by localities on such issues, with a proposal that such consultation exercises would include Ward Members, Community Committees and local Neighbourhood Forums wherever appropriate.

**RESOLVED –**

- (a) That the strategic approach towards the growth of Older People's Housing provision, as set out within the submitted report, which will aim to ensure that sufficient specialist housing is available to meet the

individual and changing needs of the city's older population now and in the future, be supported;

- (b) That the proposals for the publication of a prospectus to be led by the Director of City Development for delivery in the summer in order to stimulate the commencement of a dialogue between developers and the Council as part of the wider housing growth programme with the aim of encouraging investment to meet the varying housing needs of older people in the city, be noted;
- (c) That the use of sites, as identified at paragraph 3.6.9 of the submitted report, for the delivery of specialist older people's provision, be supported.

### **NEIGHBOURHOODS, PLANNING AND PERSONNEL**

#### **174 Improving the Council's Housing Stock - The Housing Revenue Account Investment Plan**

Further to Minute No. 203, 10<sup>th</sup> February 2012, the Director of Environment and Housing submitted a report which provided an update on the latest position regarding capital investment requirements for the existing Council housing stock, as set out in the investment strategy. In addition, the report also presented a proposed approach towards aligning investment need with income levels in years 1-4 of the strategy (2015/16 – 2018/19).

In considering the submitted report, Members noted that currently there was approximately 130 apprenticeship opportunities being supported by Housing Leeds activity via construction contracts.

**RESOLVED** – That the 10 year Housing Revenue Account (HRA) Investment Plan be supported, subject to an annual review being undertaken.

### **CHILDREN AND FAMILIES**

#### **175 Determination of school admission arrangements 2016**

The Director of Children's Services submitted a report which sought approval of the Leeds Admission Policy and admission arrangements for school entry in 2016. The report also specifically detailed the proposed changes to the Leeds Admissions policy for the purposes of approval. In addition, the report presented changes to the published admission number for three community primary schools and set out the sixth form admission number for four community high schools. Finally, the report invited the Board to note the co-ordination arrangements published on 1st January 2015.

#### **RESOLVED –**

- (a) That in determining the school admission arrangements for 2016, the Leeds Admission Policy 2016/17 be approved, and that the following be noted:-
  - (i) that the wording in relation to statements will be amended to reflect the introduction of Education, Health and Care Plans;

- (ii) that there will be no change to the sibling criteria;
  - (iii) that the waiting list wording has been amended to reflect the instruction of the Office of the School Adjudicator;
- (b) That the changes made to the admission number for 3 primary schools and the publication of 6th form admission number for 4 community schools, as detailed within the submitted report, be noted;
  - (c) That the Co-ordinated Scheme for Admission Arrangements for entry in September 2016 be noted;
  - (d) That it be noted that the officer responsible for this work is the Capacity Planning and Sufficiency Lead, with the date for implementation (ie. determination of any revised policy) being no later than 15 April 2015;
  - (e) That it be noted that the officer responsible for the publication of the determined arrangements is the Capacity Planning and Sufficiency Lead, with the date for implementation (ie. publication) being no later than 1 May 2015.

### **CLEANER, STRONGER AND SAFER COMMUNITIES**

#### **176 Parks and Countryside Area Delegation**

The Director of Environment and Housing submitted a report regarding a proposal to delegate the development and horticultural maintenance of community parks, cemeteries, recreation grounds, urban woodland, natural areas and local green space to Community Committees.

In considering the submitted report, emphasis was placed upon the benefits of providing such authority to the Community Committees, whilst Members discussed the allocation of resource which would accompany the proposed transfer of delegation and the ways in which the Committees would be able to monitor and manage service delivery.

#### **RESOLVED –**

- (a) That the amended Community Committee Executive Delegation Scheme, as detailed at Appendix A to the submitted report, be approved;
- (b) That it be noted that some decisions may take more than one year to implement (e.g. having a significant impact on machinery deployment), in which case a phased implementation in line with lease arrangements would need to be agreed;
- (c) That approval be given to remove the reference 'community greenspace' as a priority advisory function, as set out in paragraph 4.5.1 of the submitted report;

- (d) That it be noted that the changes outlined above will take effect from 1 April 2015 and that the Chief Officer Parks and Countryside will be responsible for the implementation of such matters.

**177 Solar PV installations for Council Housing**

Further to Minute No. 145, 14<sup>th</sup> December 2011, the Director of Environment and Housing submitted a report which sought approval to install Solar PV systems on approximately 1,000 Council homes, which would be delivered via the 'Better Homes Yorkshire' call off contract. In addition, the report also sought the Board's endorsement of a second tranche of 1,000 properties, subject to availability of funding and the related business case remaining viable.

Members welcomed the proposals detailed within the submitted report.

**RESOLVED –**

- (a) That the installation of photovoltaic systems on approximately 1,000 Council homes, be approved;
- (b) That subject to the availability of funding and the business case remaining viable, it be noted that the Director of Environment and Housing can consider and approve a further £3.8m within the Housing Leeds refurbishment programme in order to install Solar PV systems on a second tranche of 1,000 properties;
- (c) That the appointment of 'Better Homes Yorkshire' to undertake the installation programme via the recently procured call off contract, subject to finalisation of commercial terms, be noted.

**DIGITAL AND CREATIVE TECHNOLOGIES, CULTURE AND SKILLS**

**178 European Capital of Culture 2023 - Should Leeds Bid?**

Further to Minute No. 157, 22<sup>nd</sup> January 2014, the Director of City Development submitted a report providing an update on the city-wide discussions and consultation exercises which had taken place to date on the possibility of Leeds formally proceeding with a bid to become European Capital of Culture 2023. In addition, the report highlighted the key matters associated with a potential bid and invited the Board to consider whether or not to continue to progress such a bid.

In considering the submitted report, Members highlighted that should the Board give approval to develop a bid for Leeds to become European Capital of Culture 2023, then the following be taken into consideration:-

- the need to ensure that a thorough and robust financial plan accompanied any bidding process;
- to ensure that the whole process included and positively impacted upon all areas and local communities of Leeds;
- that actions were taken to ensure that any opportunities arising from a Leeds bid were maximised, such as using the process as a vehicle for encouraging further investment into the city;

- that further consideration be given to the ways in which a bidding process could be used as an opportunity for the city to again showcase its expertise and ability for delivering significant cultural events;
- that the expertise of other stakeholders and partner organisations located across Leeds was utilised to establish a cultural strategy for the city and also to contribute towards the development of any bid.

In conclusion, it was suggested that further discussions on such matters could take place on an all-party basis, should the Board agree to progress such a bid.

Following consideration of Appendices 4 and 5 to the submitted report, designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting, it was

**RESOLVED** – That against the backdrop of the scale and breadth of the 14 month city-wide conversation which has taken place, together with the resource implications, as outlined within the submitted report:

- (a) Approval be given to the proposal that Leeds will bid to be European Capital of Culture in 2023;
- (b) Approval be given to the principle that, as far as possible, any such bid or future programme of activity should involve and benefit all the communities of Leeds, whilst also bringing benefit to the wider regional, national and European communities;
- (c) The Chief Officer, Culture and Sport be requested to work with the Executive Member for Digital and Creative Technology, Culture and Skills to now:-
  - Establish a strategic steering group with an independent chair in order to advise on and oversee the development of the bid, as per paragraph 5.2 of the submitted report;
  - Develop proposals for establishing a framework to further the spirit of citywide conversation, engagement and transparency, as per paragraph 5.3 of the submitted report;
  - Work with the people of Leeds, stakeholders and partners in order to create a cultural strategy for the period 2017-30;
  - Develop mutually beneficial partnerships with stakeholders across the Leeds City Region, Yorkshire and the North in order to strengthen the bid;
  - Develop a timeline, business plan and communications strategy;
- (d) The Director of City Development be requested to:-
  - Plan for the human and financial resources required for making a bid, as outlined within the submitted report;
  - Submit a progress report to Executive Board later in 2015.

**DATE OF PUBLICATION:** FRIDAY, 20<sup>TH</sup> MARCH 2015

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** 5.00P.M., FRIDAY, 27<sup>TH</sup> MARCH 2015

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 30<sup>th</sup> March 2015)

Draft minutes to be approved at the meeting  
to be held on Wednesday, 22nd April, 2015

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## **SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)**

**MONDAY, 16TH FEBRUARY, 2015**

**PRESENT:** Councillor B Anderson in the Chair

Councillors J Bentley, A Blackburn, J Dunn,  
R Grahame, M Harland, P Harrand,  
K Ritchie, M Robinson, C Towler and  
B Urry

### **58 Late Items**

There were no late items.

### **59 Declarations of Disclosable Pecuniary Interests**

There were no disclosable pecuniary interests declared to the meeting.

### **60 Apologies for Absence and Notification of Substitutes**

Apologies for absence were received from Councillors J Jarosz and N Walshaw.

Councillor C Towler substituted for Councillor J Jarosz.

### **61 Minutes - 8 December 2014**

**RESOLVED** – That the minutes of the meeting held on 8 December be confirmed as a correct record.

### **62 Tackling Domestic Violence and Abuse - Tracking of Scrutiny recommendations**

The report of the Head of Scrutiny and Member Development set out the progress made in responding to the recommendations arising from the earlier Scrutiny review on tackling domestic violence and abuse.

The following were in attendance to respond to Members' questions:

- Councillor Mark Dobson, Executive Member, Cleaner, Stronger and Safer Communities
- Bridget Emery, Chief Officer, Strategy and Commissioning
- Louise Hackett, Programme Leader, Public Health
- Michele Tynan, Chief Officer, Access and Care, Adult Social Care
- Maxine Naismith, Head of Service, Adult Social Care.

In summary the main areas of discussion were:

- Consideration of the position status of the Board's recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria.
- The role of the CPS.
- The importance of an inclusive multi-sector partnership approach.
- The ongoing work of the 'breakthrough' project in relation to domestic violence.
- The need to have in place a variety of safe and appropriate environments in which domestic violence can be reported and discussed and the recognition that people will have different needs at different times.
- Arrangement in place to ensure any lessons learnt from HMIC inspections and resulting recommendations are progressed and monitored.
- Methodologies used to ensure initiatives are tracked, validated and reviewed to ensure successful delivery and that desired outcomes are met.
- Members support for the Caring Dads initiative.
- Clarification around the workings of the Claire's Law Panel.
- The recognition that improved reporting of domestic violence will affect occurrence statistics and the need to have a communication strategy in place to describe this.
- The need to ensure all front line staff can recognise signs of domestic violence and feel empowered to report it.

#### **RESOLVED –**

- (a) That the report be noted.
- (b) That recommendations 1, 10, 11, and 21 be classified as 'achieved' (category 2) and that the remaining recommendations be classified as 'not fully implemented. Progress made acceptable. Continue monitoring (category 4).
- (c) That the Board reviews progress in six months.

#### **63 Migration Update**

The Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on a range of issues relating to migration in Leeds.

The following were in attendance to respond to Members' questions:

- Councillor Gruen, Executive Member for Neighbourhoods, Planning and Personnel
- James Rogers, Assistant Chief Executive (Citizens and Communities)
- Liz Cook, Chief Officer, Housing Management
- David Brown, Head of Migration Yorkshire
- Anne McMaster, Executive Officer, Citizens and Communities.

In summary the main areas of discussion were:

- The acknowledgement of the positive contribution, both economically and culturally made by migrants, now and in the history of Leeds.
- Managing and understanding the perception of migration.
- The need to equip elected members with appropriate and correct information in relation to migrants in order to address any questions raised by constituents.
- The respective roles of Leeds City Council and the Home office in relation to some services, particularly asylum seekers.
- The issue of trafficking.
- The importance of MESH and other language learning provision.
- Clarification regarding housing eligibility and associated statistics.
- The need for further work in relation to understanding the migrant population in Leeds and their service needs.

**RESOLVED –**

(a) That the report be noted.

(b) That the appropriate Scrutiny Board be asked in the municipal year 2015/16 to undertake further work in this area. The focus of which will be determined by the successor Board.

**64 Work Schedule**

The report of the Head of Scrutiny and Member Development presented the Board's current work schedule. The minutes of the Executive Board meeting held on 17 December 2014 were also appended to this report for Members' information.

**RESOLVED –** That the Board's work schedule and the Executive Board minutes be noted.

**65 Date and Time of Next Meeting**

Monday, 16 March 2015 at 10.00 am. (Pre-meeting for all Board Members at 9.30 am)

(The meeting concluded at 11.45 am)

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## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

TUESDAY, 17TH FEBRUARY, 2015

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

Councillors A Castle, J Chapman,  
D Cohen, P Davey, R Harington,  
A Hussain, M Ingham, S McKenna, B Selby  
and P Wadsworth

**66 Late Items**

There were no formal late items of business to consider.

**67 Declaration of Disclosable Pecuniary Interests**

There were no disclosable pecuniary interests declared at the meeting.

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

There were no apologies for absence.

**69 Minutes - 13 January 2015**

**RESOLVED** – That the minutes of the meeting held on 13 January 2015 be confirmed as a correct record.

**70 Scrutiny Inquiry - Employment and Skills**

The Board received a presentation on mental health and employment as part of the evidence for its inquiry on employment and skills

In attendance to address the Board and answer Members' queries were:

- Sue Wynne, Chief Officer, Employment and Skills
- Jane Hopkins, Head of Employment and Skills

The presentation covered the following areas:

- Background to the identification of mental health and employment as a target area
- Context to the proposed partnership way forward
- Levels of mental health, the causes and the associated costs
- The health/employment divide
- The development of the proposition to move more long term unemployed residents presenting with mental health issues into recovery and 'good work'
- The proposed approach and associated health and employment outcomes
- The proposed methodology
- Delivery model
- Next steps and future work to take forward the proposition

The following issues were raised in discussion:

- Reference to the pilot currently taking place in Manchester

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to be held on Tuesday, 17th March, 2015

- The numbers of employers taking part in initiatives such as ‘two ticks’ and mindful employers
- Links with the Chamber of Commerce to encourage employers to have a positive approach to mental health
- The male/female split in numbers of unemployed people with a mental health condition
- The likelihood of physical ill health being compounded by mental health issues over time
- The use of sanctions with unemployed people with a mental health condition
- Confirmation that all Clinical Commissioning Groups (CCGs) are signed up to the mental health framework for Leeds, but that the North CCG has the lead role on mental health services
- Reference to the Our Place and Patient Empowerment Project initiatives in the West of the city
- The need for early identification of dyslexia in schools so that appropriate support can be provided
- The support requirements of people with physical and mental health conditions in order to access work
- The mixed economy locally of providers to meet a range of needs, which is both a strength and a weakness
- The good work carried out by Job Centre Plus with certain cohorts and the aim of the proposition presented here to complement that work and address gaps in the current provision
- The crucial importance of getting the necessary data sharing agreements in place at the outset
- Specific support needs of people with autism or Asperger’s conditions
- The availability of apprenticeships
- Support for people with drug and alcohol problems, and also obesity
- The impact of unstructured lifestyles
- The importance of helping people back into society as well as into work
- A desire to help all people in Leeds to be job ready in order to maximise the job growth opportunities associated with the Leeds City Region growth deal
- The desirability of a social contract with employers
- The role of the Council Tax Support Scheme

#### **RESOLVED**

- a) That the Board supports the further development of the proposition on mental health and employment
- b) That the issues raised by this session of the inquiry be noted and that the Board now has sufficient information to conclude the inquiry and produce a report of its conclusions and recommendations.

#### **71 Jobs and Skills Opportunities from District Heating**

Further to a report to the Board in October 2014, Members considered an initial review of the employment and skills potential associated with District Heating, together with an indication of future work required to maximise these opportunities.

Draft minutes to be approved at the meeting  
to be held on Tuesday, 17th March, 2015

In attendance to address the Board and answer Members' queries were:

- George Munson, Senior Programme Leader, Public Private Partnerships and Procurement Unit
- Noel Collings, Senior Project Officer, Infrastructure and Investments, Strategy and Resources

The following issues were raised in discussion:

- The work undertaken to date to understand the employment potential associated with District Heating, and to look at how to maximise the potential within what is expected to be a limited field, for example through developing a pipeline of work
- That most jobs would be associated with the construction phase, and the council would apply its usual jobs and skills obligations within any contracts
- Early exploration of the regional potential to develop as a centre of expertise through including relevant skills within local college and university courses, which had been well received
- Ongoing issues with the current district heating provision at Saxton Gardens

The Chair thanked officers for a very positive report in response to the issues raised by the Board in October.

**RESOLVED –**

- a) That the findings of the report be noted; and
- b) That the Director of Environment and Housing and the Employment and Skills team be requested to develop a comprehensive plan to maximise training and employment opportunities associated with district heating on the basis set out in the report.

**72 Should Leeds Bid for European Capital of Culture 2023?**

The Board considered a report on the costs and benefits of preparing to mount a Leeds bid for European Capital of Culture 2023. The report was a follow-up as requested by Scrutiny in November 2014, prior to the Executive Board taking a decision on whether to progress with further work on a bid.

In attendance to address the Board and answer Members' queries were:

- Cluny Macpherson, Chief Officer Culture and Sport
- Dinah Clark, Policy and Performance Manager, City Development

The following issues were raised in discussion:

- An update on the consultation and the clear majority view in favour of a bid, although recognising that both supporters and opposers of the bid had provisos
- That much of the work associated with developing a bid, for example developing a cultural strategy, is work that the council would want to do anyway

- The level of potential financial/in kind support that was being pledged if a bid was to be developed
- The potential benefits of bidding even for unsuccessful cities
- The recent unanimous vote by the Leeds University Students Union in favour of European Capital of Culture as a strategic priority for the next 3 years
- Clarification of the allocation and cost of officer time to the bid so far, and the expected allocation going forward
- Concern about the potential broader impact on council staff if a decision is taken to develop a bid
- Some Members' continued reservations about bidding unless much clearer costings were included in the Executive Board report
- The range of existing contact and partnerships with Europe across the cultural sector
- The need to project Leeds as a European city
- The need to balance costs with benefits to the community and progress towards the best city ambition by 2030
- The importance of areas of deprivation benefitting from any bid, and confirmation that this was the strongest message coming through the consultations
- The need for a wide range of people to be involved in shaping the bid
- The need for the report to Executive Board to contain more detailed information on the messages from the consultation activities, and also on the costs of taking the bid forward.

#### **RESOLVED**

- i) That the Scrutiny Board confirms its support for progressing arrangements over the coming twelve months as outlined in the report, should the city decide to bid; and
- ii) That officers be requested to come back with a progress report in February 2016.

(Councillor Hussain left the meeting at 3.15pm, during discussion of this item.)

### **73 Tour de France Legacy - Update**

The Board considered an update on the establishment of the Cycling Starts Here Partnership Board, as requested at the January meeting.

In attendance to address the Board and answer Members' queries were:

- Cluny Macpherson, Chief Officer, Culture and Sport
- Mark Allman, Head of Sport and Active Lifestyles

Members welcomed the progress made since the January Scrutiny Board meeting and the draft terms of reference for the Programme Board.

**RESOLVED** – That the Board notes the progress in establishing the Cycling Starts Here Partnership Board.



(Councillor Wadsworth left the meeting at 3.25pm 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.

Members noted that the Board's report on the Grand Theatre and Opera House Trust Ltd had been considered at the Executive Board meeting on 11 February, and that the Executive Board had thanked the Scrutiny Board for its work on this topic.

The Chair also reported that the Board had been thanked by the Executive Board for its pre-decision scrutiny report on the Community Infrastructure Levy proposals, which was also considered by the Executive Board on 11 February. This was one of two pre-decision working group meetings which had taken place since the last Scrutiny Board meeting, the other one being in relation to the Arts@Leeds grants scheme.

The Board was informed of an inquiry on housing mix to be carried out by the Housing and Regeneration Scrutiny Board, with participation from this Board invited at appropriate points.

**RESOLVED**

- i) That the work schedule be agreed;
- ii) That Cllr Groves be nominated to represent the Scrutiny Board on the housing mix inquiry being led by the Housing and Regeneration Scrutiny Board.

**75 Date and Time of Next Meeting**

Tuesday 17 March 2015 at 1.30pm (a pre-meeting will start at 1.00pm for Board members.)

(The meeting finished at 3.30pm)

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## **SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)**

**MONDAY, 23RD FEBRUARY, 2015**

**PRESENT:** Councillor P Grahame in the Chair

Councillors B Anderson, S Bentley,  
J L Carter, N Dawson, R Grahame,  
J Jarosz, A Khan, A Lowe and C Macniven

### **68 Late Items**

The following late information was submitted to the meeting:

- Reconfiguration of advice services and information provided by Sandy Goulding, former volunteer at Otley CAB (minute 72 refers)

The above information was not available at the time of agenda despatch but was subsequently made available on the council's website.

### **69 Declaration of Disclosable Pecuniary Interests**

There were no disclosable pecuniary interests declared to the meeting.

### **70 Apologies for Absence and Notification of Substitutes**

Apologies for absence were received from Councillors J Cummins and R Wood.

Councillor R Grahame substituted for Councillor J Cummins and Councillor B Anderson substituted for Councillor R Wood.

### **71 Minutes - 26 January 2015**

**RESOLVED** – That the minutes of the meeting held on 26 January 2015 be confirmed as a correct record.

### **72 Leeds Advice Consortium - CAB Provision**

The Assistant Chief Executive (Citizens and Communities) submitted a report providing the context for the recent reconfiguration of advice services undertaken by Leeds Citizens Advice Bureau.

The following were in attendance to respond to Members' questions:

- James Rogers, Assistant Chief Executive (Citizens and Communities)
- Steve Carey, Chief Officer, Welfare and Benefits
- Joy Wetherill, Executive Officer (Advice Services).

Draft minutes to be approved at the meeting  
to be held on Monday, 23rd March, 2015

In summary the main areas of discussion were:

- Confirmation that all decisions were made in accordance with the Council's Executive and Decision making Procedure Rules.
- Confirmation that Leeds City Council let the contract for the provision of city-wide advice and CAB designed and took the decisions regarding service reconfiguration.
- The budgetary and service context for the reconfiguration of advice services.
- The reconfiguration of services delivered from across the CAB network with an emphasis on telephone services and appointment-based outreach.
- The development of a telephone triage assessment process to increase overall customer contact.
- The level of consultation undertaken with affected ward councillors.
- The level of involvement with Outer North West Community Committee

**RESOLVED** – To receive a future report that updates on the development and performance of advice services across the city.

### **73 The Former Fir Tree School**

A joint report from the City Solicitor, Director of Children's Services and the Director of City Development was submitted providing the information and background leading up to the transfer of the freehold of the former Fir Tree Primary School site to the Khalsa Science Academy Free School.

The following were in attendance to respond to Members' questions:

- Councillor J Blake, Executive Member (Children and Families)
- Councillor R Lewis, Executive Member (Transport and the Economy)
- Councillor A Lamb, Opposition spokesperson (Children and Families)
- Ben Middleton, Head of Asset Management
- Paul Brennan, Deputy Director Children's Services
- Viv Buckland, Head of Strategic Development, Children's Services
- Catherine Witham, City Solicitor
- Mark Turnbull, Head of Service, Legal Services.

In summary the main areas of discussion were:

- Confirmation that there was nothing a Local Authority could do to prevent the government forcing a transfer of premises under a Scheme using the powers contained within the Academies Act 2010.
- Whether a Free School was covered by the provisions of the Academies Act 2010 and the efforts made by the City Council to obtain evidence from the Education Funding Agency of their powers.
- The unprecedented nature of the actions of the government in relation to taking 'forced' possession of the Fir Tree site.

- The length of time between the site becoming surplus to requirement and the transfer to Khalsa.
- The relationship between Leeds City Council and the Department for Education.
- Whether the Council had earlier opportunities to sell the site without reference to the Secretary of State.
- Any lessons that could be learnt from this experience.

**RESOLVED –**

- (i) That the Board note the contents of the report
- (ii) That in order to achieve closure on the matter, officers be asked to consider what, if any, lessons could be learnt from this experience.

**74 Work Schedule**

The report of the Head of Scrutiny and Member Development presented the draft work schedule for the forthcoming municipal year.

**RESOLVED –** That the Board's work schedule be updated to reflect the work areas identified during today's meeting.

**75 Date and Time of Next Meeting**

Monday, 23 March 2015 at 10.00 am (Pre-meeting for all Board Members at 9.30 am)

(The meeting concluded at 11.40 am).

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## SCRUTINY BOARD (HOUSING AND REGENERATION)

TUESDAY, 24TH FEBRUARY, 2015

**PRESENT:** Councillor J Procter in the Chair

Councillors D Collins, P Grahame,  
J Illingworth, M Iqbal, D Nagle, J Pryor,  
A Smart and C Towler

### 71 Late Items

There were no late items.

### 72 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

### 73 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors C Campbell and G Wilkinson. There were no substitute Members in attendance.

### 74 Minutes - 20 January 2015

**RESOLVED** – That the minutes of the meeting held on 20 January 2015 be approved as a correct record.

### 75 Housing Investment Strategy

A report of the Property and Contracts (Investment Strategy Team) was submitted which updated the Scrutiny Board on the latest position regarding capital investment requirements for the Council's housing stock over the next 30 years.

A copy of the investment requirements was appended to the report for Members' information.

The following were in attendance:

- Councillor Gruen, Executive Board Member (Neighbourhoods, Planning and Personnel)
- Steve Hunt, Chief Officer (Property and Contracts)
- Mark Grandfield, Head of Strategy and Investment
- Phillip Charlton, Investment Strategy Manager.

The key areas of discussion were:

- Managing the short-term shortfall in resources and excess investment requirements.
- Confirmation that a report was being submitted to the March Executive Board. Housing Advisory Board had established a working group to identify solutions.
- Confirmation that the department adopted a city wide approach to prioritising works.
- Support for the substantial investment to upgrade heating in high rise buildings over the next 5 years.
- Potential to increase borrowing gap, although dependent on central government response to a request for the cap to be increased.
- The benefits of a whole estate approach to investment and renewal, particularly in terms of keeping track of works undertaken and sharing information with tenants.
- Confirmation that the detailed programme was set and revised on an annual basis.
- Improvements in the information on stock condition.
- Improvements in the procurement of components and spares.
- Acknowledgement of the need to provide Members with more detailed ward based information.

**RESOLVED** – The Scrutiny Board notes the contents of the report and:

- The 30-year investment requirements set out in Appendix 1; and
- The smoothing options for 2015/16 - 2018/19.

(Councillor D Collins joined the meeting at 1.40pm during the consideration of this item.)

## **76 Work Schedule**

The Head of Scrutiny and Member Development submitted a report which detailed the Scrutiny Board's work schedule for the current municipal year.

The following information was appended to the report:

- The Scrutiny Board's work schedule
- Minutes of the Tenant Scrutiny Board meeting held on 21 January 2015
- Minutes of the Executive Board meeting held on 11 February 2015.

The Board was informed that consultation on the lettings policy was not due to start until May, so the working group in March had now been postponed.

Members briefly discussed processes for the allocation of affordable housing. It was suggested that the Board reviewed the processes of other local authorities.



**RESOLVED –**

- (a) That subject to the above amendment, the Board's work schedule be approved.
- (b) That the Board reviews the processes of other local authorities for the allocation of affordable housing.

**77 Date and Time of Next Meeting**

Thursday, 24 March 2015 at 1.30pm (pre-meeting for all Board Members at 1.00pm)

(The meeting finished at 2.05pm)

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## SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 26TH FEBRUARY, 2015

**PRESENT:** Councillor J Chapman in the Chair

Councillors J Elliott, C Gruen, A Lamb,  
P Latty, M Rafique, K Renshaw, A Sobel,  
B Urry and F Venner

### **CO-OPTED MEMBERS (VOTING)**

Mr A Graham – Church Representative (Church of England)  
Mrs J Ward – Parent Governor Representative (Secondary)  
Ms J Hazelgrave – Parent Governor Representative (SEN)

### **CO-OPTED MEMBERS (NON-VOTING)**

Ms C Foote – Teacher Representative  
Ms S Hutchinson – Early Years Representative

#### **56 Late Items**

There were no late items.

#### **57 Declaration of Disclosable Pecuniary Interests**

There were no declarations of disclosable pecuniary interests.

#### **58 Apologies for Absence and Notification of Substitutes**

Apologies for absence were submitted by Councillor K Mitchell and Co-opted members K Jan, E Britten and T Kayani.

There were no substitutes.

#### **59 Minutes - 18 December 2014**

**RESOLVED** – That the minutes of the meeting held on 18 December 2014 be approved as a correct record.

#### **60 Appointment of Co-opted Member for Looked After Children and Care Leavers**

The Head of Scrutiny and Member Development submitted a report which recommended the appointment of a co-opted member to the Scrutiny Board.

**RESOLVED** – That Charlee Bewsher be appointed as the co-opted member for Looked After Children and Care Leavers from 26 February 2015 and also recommended that this appointment continues for the municipal year 2015/16.

## 61 Transforming Children's Social Work in Leeds & Frameworki position update

The Director of Children's Services submitted a report which provided an update on progress regarding the services for children, young people and families in Leeds.

The following information was appended to the report:

- Transforming Children's Social Work in Leeds – Progress and Further Developments – Executive Board (11 February 2015)

The following representatives were in attendance and responded to Members' queries and comments:

- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director of Children's Services, Safeguarding, Specialist and Targeted Services
- Gail Webb, Head of Learning Improvement.

The key areas of discussion were:

- Securing £4.85m of DofE funding which will enable restorative practices to be expanded further with agencies and practitioners working with children. This includes Family Group Conferencing.
- The reduction in the number of looked after children and the ambition to reduce this further, safely and securely.
- Social work career scheme to retain qualified and experienced social workers.
- Frameworki and the reporting capabilities of the new system. The system is also due to be upgraded to Frameworki Mosaic which will support mobile working.
- Recent Ofsted inspection – there was an intensive focus on cases for children at risk of CSE. The findings are now being moderated and quality assured and the full report is expected on 27 March 2015.
- Clarity about the BESD SILC and the provision of PRU places in Leeds and pupil integration. The Board felt that this warranted further inquiry in 2015/16.

### **RESOLVED –**

The Scrutiny Board (Children and Families)

- a) Notes the report of the Director of Children's Services to the Executive Board on 11 February 2015 and the verbal information presented at the meeting
- b) Recommends that the Scrutiny Board conducts further work in 2015/16 to consider the BESD SILC and PRU's in Leeds.

## 62 Raising Educational Standards in Leeds - Learning Improvement Inquiry

The Head of Scrutiny and Member Development submitted a report which outlined the third session of the inquiry into Learning Improvement.

The following information was appended to the report:

- Presentation covering Early Years, Partnerships, Vulnerable Learners and Governance
- Peer Review Report
- Talk Matters Brochure
- Closing the Gap Secondary Oracy Programme

The following representatives were in attendance and responded to Members' queries and comments:

- Nigel Richardson, Director of Children's Services
- Gail Webb, Head of Learning Improvement
- Sara Harris, Area Lead Primary Learning Improvement
- Kim Porter, Area Lead Primary Learning Improvement
- Marcia Harding, Inclusion Lead.

The key areas of discussion were:

- Complexity of the Early Years sector and the communication and organisation of the forthcoming early year's pupil premium in these settings.
- The role of the local authority in supporting early years settings, including narrowing the attainment gap and the targeted support utilising intelligence such as data and Ofsted judgements.
- Communication and training provision through newsletters, the family hub website, Sunnybank Mills and twitter.
- The positive steps that have been taken to share good practice, including a funding bid by the teaching schools to facilitate this and the inclusion of Academies.
- The level of engagement with private and voluntary early years settings. The Board felt that this warrants further investigation and a further meeting with the Early Years Representative on the Board and Children's Services was required.
- The sufficiency of places for 2 year olds across the City.
- The challenges for summer born children.
- Targeted partnerships and school to school support to improve learning and focus on vulnerable learners. The support provided by the LI team to help schools with self-evaluation and reviewing effectiveness.
- Inner East Development Project, the Arooj Collaborative and the Ethnic Minority Hub Partnerships, support for Gypsy/Roma/Traveller children and the requirements to ensure that vulnerable groups are making good progress.

- The use of programmes such as Talk Matters and Oracy to improve English in schools.
- The acknowledgement of the important role that parents/carers have in improving attainment outcomes for children and the need for strong engagement.
- Governor support including traded packages of services, communication methods, governor forums, conferences and briefings. It is hoped that links with Cluster partnerships will be strengthened through governor partnerships.
- Peer challenge which identified strengths and also areas for development such as raising awareness of city aspirations, deploying national and local leaders of governance and improving awareness of safeguarding.

**RESOLVED** – That the documented information provided and presented verbally be noted.

### **63 Work Schedule**

A report was submitted by the Head of Scrutiny and Member Development which detailed the Scrutiny Board's work programme for the current municipal year.

The draft Scrutiny Board (Children and Families) work schedule for 2014/2015 and the Executive Board minutes for 17 December and 11 February were appended to the report.

**RESOLVED** – That the revised work schedule be approved.

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

Thursday, 19 March 2015 at 9.45am in the Civic Hall, Leeds. (Pre meeting for Board Members at 9.15am)

(The meeting concluded at 12.15 pm)

## CITY PLANS PANEL

THURSDAY, 12TH FEBRUARY, 2015

**PRESENT:** Councillor J McKenna in the Chair

Councillors P Gruen, D Blackburn, G Latty,  
T Leadley, E Nash, N Walshaw, M Ingham,  
J Lewis, C Campbell, C Gruen, A Castle  
and M Coulson

### 123 Late Items

There were no late items as such however minutes of the meeting held on 22 January 2015 were circulated after the Agenda despatch and supplementary information for Agenda Item 9 – Application 14/05976/OT – Former Yorkshire Post Site was circulated prior to the meeting.

### 124 Declarations of Disclosable Pecuniary Interests

There were no declarations of a disclosable pecuniary interest.

### 125 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors S Hamilton and R Procter. Councillors M Coulson and A Castle were in attendance as substitute Members.

### 126 Minutes

**RESOLVED** – That the minutes of the meeting held on 22 January 2015 be confirmed as a correct record.

### 127 Opening Remarks

It was reported that appeals were forthcoming on the following PAS sites:

- Leeds Road, Collingham
- East of Scholes
- Bradford Road, East Ardsley
- Brewery Lane, Bramhope

Decisions were still awaited on Kirklees Knoll and Boston Spa.

### 128 Application 14/03735/FU - 46 Burley Street LS3

The report of the Chief Planning Officer presented an application for student residential accommodation building comprising 110 studio flats, including

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held on Thursday, 5th March, 2015

ancillary communal facilities and retail unit, associated landscaping and car parking.

Members attended a site visit prior to the meeting and site plans and photographs were displayed and referred to throughout the discussion on this item.

Further issues highlighted in relation to the application included the following:

- The proposed building would be part 6 storey, part 9 storey and have a ground floor retail unit.
- Members were shown details of the proposed student rooms. It was felt that these were not large enough for functional living.
- Reference was made to representations received in objection to the application.
- It was recommended that the application be refused and reasons for this were highlighted.

In response to Members comments and questions, the following was discussed:

- Due to the shape of some of the student accommodation rooms, there would be a lack of natural light.
- Concern regarding the close proximity of other buildings.
- Concern regarding the lack of sufficient car parking.
- Members supported the recommendation to refuse and felt there were further grounds for refusal than outlined in the report.
- Further reasons for refusal were discussed including over intensive development in the area, the proposals being out of character for the area and parking.

**RESOLVED** – That the application be deferred to the Chief Planning Officer for refusal.

## **129 Application 14/05288/FU - 34 Kirkgate LS2**

The report of the Chief Planning Officer referred to an application for the change of use of part of ground floor to A5 (hot food take away), installation of duct and extract to rear and addition of new door to shop front.

Site plans and photographs were displayed and referred to throughout the discussion on this item.

Further issues highlighted in relation to the application included the following:

- The premises fell within the City Centre Conservation Area.
- The proposals would bring back the use of a vacant unit.
- Members were shown the proposed internal layout of the unit.
- There would be conditions to restrict the opening hours.



- It was recommended that the application be approved.

A local resident addressed the Panel with objections to the application. These included the following:

- The building had a prestigious heritage and the installation of a flue would damage architectural work and heritage value.
- The yard to the rear was already congested with vehicles from a neighbouring takeaway premises.
- There were problems with bin storage in the yard and these often blocked fire exits to residential properties.

The applicant's representative addressed the Panel. Issues raised included the following:

- The applicant was aware of highways issues and had agreed closing hours of 11.00 p.m. and would only use mopeds for delivery.
- The proposals had been supported by Highways.
- The ventilation duct would not have an adverse effect on the building and would be painted in subdued colours.
- The benefits of bringing an empty unit back in to use.

In response to Members comments and questions, the following was discussed:

- Use of the nearby public car park for delivery vehicles.
- Arrangements for deliveries to the premises.
- Bin storage both for the premises and residents.
- Concern was expressed regarding vehicle movements and bin storage. It was suggested that the application be deferred for further consideration of these issues.

**RESOLVED** – That the application be deferred for a suitable traffic management plan to be devised.

### **130 Application 14/05976/OT - Former Yorkshire Post Site - Wellington Street**

The report of the Chief Planning Officer referred to an outline planning application for a mixed use scheme comprising (B1) offices, residential and/or hotel (C3/C1) and a flexible range of supporting uses at ground floor level (A1-A5, D1 and D2) with basement car parking; public open space and modifications to the site access junctions at site bounded by Wellington Street and Wellington Bridge Street. (Former Yorkshire Post Site). A supplementary report was also submitted outlining further details on the public transport contribution and conditions to be applied.

Site plans and photographs were displayed and referred to throughout the discussion on this application.

Further issues highlighted in relation to the application included the following:

- The site was a gateway location to the City and it was proposed for a mixed use environment with large scale buildings.
- There was required to be a buffer zone adjacent to the river to allow for maintenance to the flood defence wall.
- It was proposed to include pedestrian connections across the site.
- There would be a potential of up to 40% of the site to be used for public space which was in excess of normal requirements.
- Ground floor uses such as bars, cafes and shops would be able to utilise public spaces.
- It was proposed to have basement car parking at the site.
- There would be controlled traffic routes through the site for service vehicles.
- Members were shown a video fly through and photo montages of what the proposals would look like.
- Pedestrian access and cycle routes through the site were highlighted.

In response to Members comments and questions, the following was discussed:

- A desire to retain the clock tower. It was reported that there would be some kind of facility possibly within the public realm area of the site. It was hoped that this would still be in as a prominent position as the current tower.
- Connections with the water front.
- Discussions had been held with a residential developer and there were a number of major office occupiers who may be interested in the site.
- Relation of the buildings heights and massing in relation to those on Wellington Place.
- The need to incorporate high sustainability standards with the proposed development.

**RESOLVED** – That the application be deferred and delegated to the Chief Planning Officer for approval subject to resolving the impact of development traffic on the West Street gyratory junction of Kirkstall Road and Wellington Road, the specified conditions (and any others which he might consider appropriate) and also the completion of a Section 106 agreement to include the following obligations:

- Provision of 5% affordable housing units
- Improvement works to the local highway network
- Public transport infrastructure contribution (£ per sqm of floor space):  
£12 per sqm A2/B1 use - £464,670  
£9 per sqm C1 hotel - £143,552  
£14 per sqm A3/4 use - £55,479  
£232 per residential unit - £46,467
- Travel Plan Review Fee (£20,000) and provision of agreed travel plan measures
- Provision of free trial membership of the city car club (£33,000)

Minutes approved at the meeting  
held on Thursday, 5th March, 2015

- Ensure public access to the open space area
- Maintenance of public areas
- Ensuring ability to connect to the neighbouring site to the west.
- Local Employment Initiatives
- Education contribution for any 3-bedroom flats to be provided in the development based on the Council's standard multipliers for primary and secondary school contributions

In the circumstances where the Section 106 has not been completed within 3 months of the resolution to grant planning permission the final determination of the application shall be delegated to the Chief Planning Officer.

In the circumstances that the application has not been determined by 6<sup>th</sup> April 2015 then the above pro-rata contributions relating to public transport infrastructure and education facilities will be replaced by the adopted Community Infrastructure Levy.

**131 Application 14/06694/FU - Albion Street Multi-storey car park , Pinnacle - 67 Albion Street LS1**

The report of the Chief Planning Officer referred to an application for an additional parking level (111 additional places) to an existing multi-storey car park at Albion Street MSCO, 67 Albion Street Leeds.

The application was withdrawn by the applicant prior to the meeting.

**132 Various locations within the City Centre - Pre-application presentation**

The report of the Chief Planning Officer informed the Panel of proposals for a total of 33 BT telephone kiosks with advertisement panels in locations within Leeds City Centre.

Photographs of the sites and examples of how the new style kiosks would look were displayed and referred to throughout the discussion on this pre-application.

Further issues highlighted included the following:

- There was a need to rationalise the number of sites across the City Centre – there were currently 41 kiosks across the City Centre
- Officers were not supportive of all the suggested locations.
- There had been a decline in demand and use of kiosks in recent years.
- Members were shown a location map of the proposed sites.

In response to Members comments and questions, the following was discussed:

- The design of the new kiosks was supported but there were some concern regarding the size of the hood and whether this would be

sufficient in wet weather. It was reported that this could be considered further and open to change.

- Payment for use of the kiosks could be by card or cash or could be customised to suit requirements.
- Positioning of the advertisements for commercial viability.
- Officers were not supportive of most of the proposed sites. Further consideration was needed regarding the locations and positioning of other street furniture.
- There would need to be at least 25 of the kiosks to make the scheme viable.
- It was felt that further discussion was needed with the applicant regarding which current facilities would be removed and further consideration be given to existing street furniture.

**RESOLVED** – That the report and discussion be noted.

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

Thursday, 5 March 2015 at 1.30 pm.

## CITY PLANS PANEL

THURSDAY, 5TH MARCH, 2015

**PRESENT:** Councillor J McKenna in the Chair

Councillors P Gruen, R Procter,  
D Blackburn, S Hamilton, G Latty,  
T Leadley, E Nash, N Walshaw, M Ingham,  
C Campbell, C Gruen and S McKenna

### 134 Chair's opening remarks

The Chair welcomed everyone to the meeting and asked Members and Officers to introduce themselves

### 135 Exempt Information - Possible Exclusion of Press and Public

**RESOLVED** - That the public be excluded from the meeting during consideration of the following part of the agenda designated exempt on the grounds that it is likely, in view 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 as designated as follows:

The appendix to the main report referred to in minute 139 under Schedule 12 of the Local Government Act 1972 and the terms of Access to information Procedure Rule 10.4(3) and on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that if this information was in the public domain it would be likely to prejudice the affairs of the applicant. Whilst there may be a public interest in disclosure, in all the circumstances of the case, maintaining the exemption is considered to outweigh the public interest in disclosing this information at this time

### 136 Late Items

There were no formal late items, however the Panel was in receipt of the minutes of the City Plans Panel meeting held on 12th February 2015, for approval (minute 139 refers)

### 137 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interest

### 138 Apologies for Absence

Draft minutes to be approved at the meeting  
To be held on Thursday 26<sup>th</sup> March 2015

Apologies for absence had been received from Councillor J Lewis, with Councillor S McKenna substituting for him

## 139 Minutes

The Panel considered the minutes of the City Plans Panel meeting held on 29<sup>th</sup> January 2015 and 12<sup>th</sup> February 2015

With reference to minute 132 of the meeting held on 12<sup>th</sup> February 2015, relating to the pre-application presentation proposals for 33 BT telephone kiosks with advertisement panels across the City Centre, the Head of Planning Services referred to representations made by BT to this minute

Members were informed of a range of amendments to this minute sought by BT, however the Head of Planning Services considered most of these did not support the view the Panel reached at the meeting and suggested only one amendment to the Panel

The Panel noted Councillor Nash's offer, as a Ward Member for City and Hunslet, to visit those sites which were particularly problematic, if required

### **RESOLVED –**

- i) That the minutes of the City Plans Panel meeting held on 29<sup>th</sup> January 2015 be approved
- ii) That the minutes of the City Plans Panel meeting held on 12<sup>th</sup> February 2015 be approved with the following amendment:  
' There was a need to rationalise the number of sites across the City Centre – there were currently 41 kiosks across the City' to read ' There was a need to rationalise the number of sites across the City Centre – there were currently 41 kiosks across the City Centre'

## 140 **Application 14/04641/FU - Mixed use multi level development comprising the erection of 4 new buildings with 744 residential apartments, 713sqm of flexible commercial floorspace (A1-A5, D1, D2 use classes), car parking, landscaping and public amenity space - Sweet Street and Manor Road Holbeck LS11**

Further to minute 111 of the City Plans Panel meeting held on 22<sup>nd</sup> January 2015, where Panel deferred determination for a residential led mixed use development at Sweet Street and Manor Road Holbeck, for further discussions on a range of issues, the Panel considered a further report of the Chief Planning Officer. Appended to the report was a copy of the report and viability statement which had been considered by Panel on 22<sup>nd</sup> January 2015

Although the Panel had resolved to exclude the public for discussions on the exempt information, as Members did not wish to discuss further the financial information contained within the exempt papers, on this occasion, the public were informed they could remain in the room

Plans, graphics, drawings, photographs and sample materials were displayed at the meeting

The Chair welcomed Mr John Thorp, former Civic Architect, now Chair of the Design Advisory Group for the Council, to the meeting. Members were informed that following the concerns expressed by Members at aspects of the design proposals, Mr Thorp; the Design Review Team and the applicants had worked together to address some of the design issues in respect of the scheme

Mr Thorp presented the detailed design revisions and began by providing a wider context of the location which included a palette of materials found around the area

In terms of the size of the balconies, these had been increased to 1.2m wide; the railings to the balconies would now be flat; the colour of the privacy screens would be of a warmer tone and to add visual interest, the plane of these screens would be angled to provide a ripple effect along the street

The colour palette of the materials now proposed would be of softer, more natural tones and the introduction of a frame to the buildings would add interest and address some of the concerns raised by Panel about the relentless appearance of the buildings

Reconstructed Portland stone was now being considered in place of the concrete seen in the previous visuals

The Chair thanked Mr Thorp for his presentation

The Deputy Area Planning Manager informed Panel of other changes to the proposals since the last meeting, with the number of one bed units in the scheme being reduced and 43 of these being reconfigured to provide 2 bed units. These alterations had been considered carefully by Officers who were satisfied they would provide an acceptable level of amenity for the future residents

The resultant pro-rate change to the mix of low cost flats was outlined, which was reported as being 4 studios, 13 one bed flats and 20 two bed flats which was considered as being a better mix than had initially been proposed

Members were also informed that the applicant had confirmed that LCC nomination rights for the affordable units would be acceptable, subject to the requirement for the prospective tenant to be in full time employment

Reference was made to the information in the submitted report setting out the difference in the proposals in respect of achieving sustainability standard level 3 or level 4 of the Code for Sustainable Homes in this case. It was noted that only level 3 would be met by the scheme under consideration due to the viability issues for the scheme. However Members were informed that the proposals were still considered to constitute a highly sustainable development

On the issue of car parking levels, 263 spaces were proposed, which Members had raised concerns about in view of there being 744 flats being provided. The Deputy Area Planning Manager advised that the nearby Manor Mills residential development saw car parking levels at 32%; that the site was in a highly sustainable location; the scheme provided for a car club and cycle parking provision and there were widespread car parking controls on the surrounding streets which combined to satisfy Officers the scheme would not have an adverse impact in respect of parking

The Panel discussed the application, with the main issues being raised relating to:

- energy efficiency and the impact the proposals would have on co2 levels. The applicant was given the opportunity to respond to Panel but was unable to provide the information being sought
- the conversion of a number of one bed units to two bed units and the size of the second bedroom, with the applicant providing the dimensions of these newly created rooms
- the requirement for prospective tenants to be in full time employment with concerns being raised that tenants should be afforded some protection against losing their home in the event they suffered from a period of unemployment
- concern about the number of studio flats within the scheme
- the alterations now proposed to the design and materials which Members considered to be an improvement. If minded to approve the application, the Head of Planning Services advised that further details in respect of the materials could be brought to Panel if required
- car parking levels and concerns about the justification for the relatively low levels of parking provision
- viability issues and affordable housing provision, with concerns that the housing market had improved in recent months yet applications continued to be brought to Panel seeking reductions in planning contributions on the grounds of viability

The Panel considered how to proceed

**RESOLVED** - To defer and delegate to the Chief Planning Officer for approval in principle, subject to the specified conditions (and any others which he might consider appropriate), and following the completion of an agreement under s106 of the Town and Country Planning Act 1990 and the Local Government Act 1972 to cover the following matters:

- Provision of 37 on-site low cost market flat units to be available for people in full time employment and nominated by Leeds City Council
- £11,011 to be allocated to either public transport or Holbeck Urban Village
- specific travel plan measures contributions – car club trial provision £27,000
- travel plan monitoring fee £6040
- public access through the site
- co-operation with local jobs and skills initiatives
- management fee £1500

In the circumstances where the Section 106 Agreement has not been completed before 2<sup>nd</sup> April 2015, the final determination of the application shall be delegated to the Chief Planning Officer. If the application were to be determined on or after 6<sup>th</sup> April 2015, the introduction of the Community Infrastructure Levy would affect this case

During consideration of this matter, Councillor R Procter joined the meeting



### 141 3 advertisement hoarding locations - Clay Pit Lane; Crown Point Road and Kirkstall Road

Further to minute 113 of the City Plans Panel meeting held on 22<sup>nd</sup> January 2015, where Panel considered a position statement and agreed to defer and delegate a number of applications for illuminated advertisement signs at various locations around the city; to consider a further report seeking the determination of three advertisement hoardings at Clay Pit Lane; Crown Point Road and Kirkstall Road in view of Members' previous concerns about these proposals

Plans, drawings, photographs and graphics were displayed at the meeting

Officers presented the report and informed Members that following the comments made at the meeting held on 22<sup>nd</sup> January 2015, the applications had been reviewed and some amendments made to the proposals for each of these sites. It was noted that application 14/06617/ADV – one illuminated freestanding advertisement sign – land at Inner Ring Road had been withdrawn by the applicants

The proposals for each of the applications – 14/06618/ADV; - land at Clay Pit Lane 14/06621/ADV - land at Crown Point Road and 14/06626/ADV land at Kirkstall Road - were outlined to Panel. In respect of the site at Clay Pit Lane, Members were informed that Highways required servicing of this sign to be at night time and for the lighting column to be moved. In relation to the proposals at Crown Point Road and Kirkstall Road, the Panel's view on whether these signs should include cantilever wires, for decorative purposes was sought, with images of both of the signs shown with and without this feature

The Panel discussed the proposals with concerns continuing to be raised by some Members about the highways impact of these signs in terms of being a distraction to motorists and particular concerns about highway safety implications of the proposal at Clay Pit Lane, in view of the number of accidents around Sheepscar junction. The Highways Transport Services Manager responded to the concerns raised by Panel and advised that in relation to the site at Clay Pit Lane, the proposed sign was some distance from the traffic lights; would be set back from the carriageway and would be a static sign

The Panel considered how to proceed

Councillor R Procter required that her safety concerns about the proposal at Clay Pit Lane be noted

Having considered the design of the advertisement signs proposed for Crown Point Road and Kirkstall Road, the Panel's view was to favour the design which incorporated the cantilever wires

**RESOLVED-** That advertisement consent be granted for the following applications:

14/06618/ADV – land at Clay Pit Lane

14/06621/ADV – land at Crown Point Road

14/06626/ADV – land at Kirkstall Road

and subject to the conditions set out at Appendix 1 of the submitted report

**142 Application 14/07303/EXT - Extension of time for outline planning permission 21/13/04/OT to erect B1/B2/B8 development with supporting hotel, creche and A2/A3/A4 uses - land at Skelton Moor Farm Pontefract Lane LS9**

Plans, photographs and drawings were displayed at the meeting. A Members site visit had taken place earlier in the day

The Panel considered a report of the Chief Planning Officer setting out an extension of time application for outline planning permission for a large scale industrial development with supporting uses on a site within the Leeds City Region Enterprise Zone (Aire Valley)

Officers outlined the proposals and the main changes which had taken place since the application was first granted planning approval, which included:

- the provision of the East Leeds Link Road
- the need for more extensive flood mitigation measures following a strategic flood risk assessment which was carried out in 2007. As a result of the flood mitigation measures which would be required, a considerable part of the site was sterilised and this would need to be taken into account if issues of viability came forward in the future
- planning policy changes including the need for a Sequential Test and the introduction of developer contributions towards public transport

In terms of the principle of development, this remained sound and that the 10 year consent being sought was considered to be appropriate in view of the size of the site and that it would align with the timescale for the development of the adjacent Temple Green site

The Head of Planning Services informed the Panel that the original application did not require a public transport contribution and that there was the need to ensure the site remained competitive. Depending upon the final uses on the site the public transport contribution could vary significantly, even taking into account the recalculations for the drainage works. Following discussions, the applicant had agreed to a public transport contribution up to a maximum of £298,730. The Chief Planning Officer advised that the Chief Economic Development Officer supported the approach being taken to the public transport contribution in this case, particularly in view of the size of the site; the length of time it could take to come forward and the continued competitiveness of it

Members discussed the application with the main issues raised relating to:

- highways issues on and around the site
- possible works to Wyke Beck and the flood mitigation measures being proposed
- the industrial nature of the area and whether a hotel on the site would come forward
- that the public transport offer as outlined by the Head of Planning Services was considered to be acceptable

**RESOLVED** - To defer and delegate the application for approval to the Chief Planning Officer subject to the conditions specified in the submitted report and the completion of an agreement under s106 of the Town and Country Planning Act 1990 and the Local Government Act 1972 to secure the following:

- contribution towards the East Leeds Link Road (£3,810,000)
- travel plan monitoring fee – (£13,865)
- public transport enhancements
- employment and training initiatives

#### **143 Date and Time of Next Meetings**

Tuesday 10<sup>th</sup> March 2015 at 1.30pm in the Civic Hall, Leeds  
Thursday 26<sup>th</sup> March 2015 at 1.30pm in the Civic Hall, Leeds

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## **SOUTH AND WEST PLANS PANEL**

**THURSDAY, 19TH FEBRUARY, 2015**

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

Councillors J Akhtar, J Bentley, A Castle,  
M Coulson, R Finnigan, K Ritchie,  
C Towler, P Truswell, F Venner and  
R Wood

### **72 Chair's opening remarks**

The Chair welcomed everyone to the meeting and asked Members and Officers to introduce themselves for the benefit of the public present at the meeting

### **73 Exempt Information - Possible Exclusion of the Press and Public**

**RESOLVED** - That the public be excluded from the meeting during consideration of the following part of the agenda designated exempt on the grounds that it is likely, in view 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 as designated as follows:

The appendix to the main report referred to in minute 83 under Schedule 12A Local Government Act 10.4(3) and on the grounds it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that if this information was in the public domain it would be likely to prejudice the affairs of the applicant. Whilst there may be a public interest in disclosure, in all the circumstances of the case, maintaining the exemption is considered to outweigh the public interest in disclosing this information at this time

### **74 Late Items**

Although there were no formal late items, the Panel was in receipt of supplementary information in respect of application 14/04994/FU (minute 83 refers), which had been circulated in advance of the meeting

### **75 Declarations of Disclosable Pecuniary Interests**

There were no declarations of disclosable pecuniary interest, however in respect of applications 14/00905/FU and 14/07015/FU – relating to the Headingley Carnegie Stadium, Councillor Bentley brought to the Panel's

attention that he was a member of Yorkshire County Cricket Club (minutes 81 and 82 refer)

In relation to application 14/04994/FU – Mount Cross 139 Broad Lane Bramley LS13, Councillor Ritchie referred to the report which indicated that all Ward Members were supportive of the application. As a Ward Member for Bramley and for the avoidance of doubt, Councillor Ritchie stated that he had an open mind regarding the proposals

## **76 Minutes**

**RESOLVED** - That the minutes of the South and West Plans Panel held on 15<sup>th</sup> January 2015 be approved

## **77 Matters arising**

With reference to minute 68 of the South and West Plans Panel meeting held on 15<sup>th</sup> January 2015, in respect of application 14/03674/FU – Haigh Moor Road West Ardsley, the Head of Planning Services stated that the applicants had asked for a view on whether the Panel would be likely to view favourably a resubmission of the refused scheme. The Panel confirmed it would not

## **78 Application 14/06291/FU - Two storey and single storey extensions to front, side and rear and dormer window to rear - 4 The Fairway, Stanningley, Pudsey**

Plans, drawings and photographs were displayed at the meeting  
Officers presented a report on an application for extensions and alterations to 4 The Fairway Pudsey which were being sought to create additional space for an occupant with disabilities

Whilst Officers were content with the proposals for the ground floor of the dwelling which would cater for the needs of the occupant with disabilities, there were concerns about the roof design to the first floor extension and that this would not be subordinate to the host property

A compromise scheme had been suggested by Officers to the applicant which left the ground floor alterations as proposed but reduced the size of the first floor accommodation. Unfortunately this proposal was rejected by the applicant and the report before Panel was recommending refusal of the scheme

Members discussed the proposals

**RESOLVED-** That the application be refused for the following reason:

The Local Planning Authority consider that the proposed extensions, by virtue of their overall height, size and scale represent an incongruous and disproportionate addition to the dwelling which would appear overly dominant, which would also significantly unbalance the symmetry with the adjoining property, causing harm to the character and visual appearance of the wider

street scene, contrary to Policy P10 of the Core Strategy, retained UDP Policies GP5 and BD6 along with HDG1 and HDG2 of the Householder Design Guide

**79 Application 14/06039/FU - Side extensions to existing factory, rear courtyard canopy and new sugar silo to rear, new HGV service/parking yard to rear and new staff car park to front - Britvic, Swinnow Industrial Estate, Swinnow Lane, Swinnow, Leeds**

Plans, drawings and photographs were displayed at the meeting. A Members site visit had taken place earlier in the day

Officers presented the report which sought approval to extensions and alterations at the Britvic Factory, Swinnow Industrial Estate, which had been been operating on the site since 1974

The proposals were outlined to Panel with Members also being informed of the extent of the investment in the business and new jobs the development would create

Members were advised that the applicant's original proposals had attracted 21 objections, mainly relating to the impact on residential amenity. It was noted that residential dwellings were located close to the site and that a new residential estate situated opposite the site had been completed recently. Following notification of the revisions made to the scheme local residents had been given further opportunity to comment

In terms of distances from the proposed staff car park to the residential dwellings, these were acceptable to Officers. The level of staff parking had also been reduced from 185 to 145, with Highways being satisfied on this level of provision. Local concerns had also been raised about the 24 hour use of the site, however as this already took place, it was considered unreasonable to restrict the hours of use as part of the application under consideration

In relation to boundary treatments, acoustic fencing would be provided and the existing conifers on the site would be conditioned to be maintained to at least 5.5 metres in height

The Panel heard from an objector who attended the meeting and outlined his concerns about the application which included:

- the scale of the development
- the proximity of residential development
- impact on residential amenity and concerns about the impact of the construction process

The Panel then heard representations on behalf of the applicant who provided information to Members which included:

- the nature of the initial consultation with local residents; an acceptance this could have been better and that improvements to this had now take place
- that the scheme had been amended in response to matters raised in the consultation
- the extent of the investment in the plant and the jobs which would be created

- the need for condition 9, which related to switching off reversing beeps on HGVs within the rear loading bay area to be reconsidered as this raised health and safety issues, particularly for third party drivers which were used by the company

Members discussed the application, with the key issues raised relating to:

- noise nuisance and the mitigation measures being proposed. The Chair invited the applicant's noise expert, who was in attendance to respond to questions from the Panel
- the number of complaints received by the company relating to noise nuisance. The applicant's representative stated the company received a small number of complaints on this, with one being received last year which had now been resolved
- condition 9; the implications of this for the applicant and whether the condition could be lawfully enforced

The Head of Planning Services suggested if the Panel was minded to approve the application, that condition 9 be reworded to require the submission and agreement of a noise management plan for the evening hours and for the agreed scheme to be monitored. Additional conditions were also suggested to control the lighting to the car park and on the building, in the interests of protecting residential amenity

The Panel considered how to proceed

**RESOLVED** - To defer and delegate approval to the Chief Planning Officer, subject to the conditions set out in the submitted report; the rewording of condition 9 to require the submission and agreement of a noise management plan for the evening hours and for the agreed scheme to be monitored and two additional conditions relating to the control of lighting to the car park and the building

**80 Application 14/00905/FU - Change of use, extensions, part demolition and alterations to form 32 extra-care apartments and ancillary facilities for older people - 29-31 Moor Road, Headingley, Leeds**

Plans, photographs and drawings were displayed at the meeting. A Members site visit had taken place earlier in the day

Officers presented the report which sought approval for extensions and alterations to 29-31 Moor Road Headingley LS6, which was situated in the Far Headingley Conservation Area. The proposals were to create 32 extra care apartments for people aged 60 or over who had a personal care requirement, each with an accompanying family member or person with a close personal relationship to the occupier

The proposals were outlined to Members with details of the separation distances from the property to neighbouring dwellings being provided. To assist the Panel, a graphic submitted by the applicant was circulated, for information

Members were informed that the applicant had engaged with the Council over the design of the scheme; that it had been through the Design Review Panel, with Officers considering the proposals represented a positive solution for the site



The receipt of three additional letters of representation was reported, one from Councillor S Bentley which was read out to Panel

Members heard representations from an objector who attended the meeting and outlined his and neighbouring residents' concerns about the proposals, which included:

- the impact of the proposals on those residents who lived closest to the property
- concerns about overlooking
- the separation distances
- that some of these issues could be mitigated against
- the approach of the applicant

The Panel discussed the application and commented on the following matters:

- the possibility of reconfiguring the accommodation or reducing the number of units to provide a better outcome for the immediate neighbours. Members were informed that five iterations of the scheme had been considered and that the applicant had indicated the level of units being provided could not go below 32 for viability reasons. Officers had looked at similar schemes for comparative purposes, with these being larger at between 40-50 units. Details were also provided of the revisions which had been made to the scheme to lessen its impact on adjacent residents
- the appearance of the property. The Council's Conservation Officer advised there were no proposals to clean the stonework of the existing dwellings to match the stone of the new build element of the scheme
- the location of the bin store
- separation distances; that the report did not set out the full extent of these and that not all of these met the Council's guidelines
- the level of car parking provision at 18 spaces, with concerns this was not sufficient to cater for residents, staff and visitors etc
- the design of the hipped roofs to the flat roofed section of the existing building
- the absence of an image showing the proposed scheme from 25 Moor Road

The Panel considered how to proceed. Although noting the high quality care provided by the applicant in such settings, Members were of the view that currently there were several issues with the application which required further consideration

**RESOLVED** - To defer determination of the application to enable Officers to negotiate amendments to the scheme to reduce the impact on 25 Moor Road and provide an image of the scheme viewed from the side garden of this property; to give further consideration to the impact of the proposals to the houses to the rear of Castle Grove Avenue; the relocation of the bin store; that car parking levels be reconsidered as well as the design of the hipped roofs to the flat roofed section of the existing building and for the Chief

Planning Officer to submit a further report on these matters to Panel in due course

**81 Application 14/07210/COND - Discharge of planning conditions 3, 4 and 7 of application 13/05526/FU: installation of four floodlights, sub station and associated infrastructure to cricket ground - St Michael's Lane, Headingley, Leeds**

Further to minute 142 of the South and West Plans Panel held on 29<sup>th</sup> May 2014, where Panel resolved to grant permission for permanent flood lighting at Headingley Stadium, subject to the detailed design of the floodlights being brought to Panel for review, Members considered a further report of the Chief Planning Officer

Plans, photographs and a photo montage were displayed at the meeting

Members were informed that although the column heights would be the same they would be slimmer and a bespoke, purpose-design in the form of a Yorkshire Rose was now proposed for the floodlights. It was stated that the need for an electricity sub-station as part of the scheme was no longer required

The Panel considered the proposals and commented on the environmental credentials of the proposed floodlights and the ability of the system to cope without impact on other circuits in the event of a power failure

**RESOLVED** - i) To discharge planning conditions 3, 4 and 7 of planning permission 13/05526/FU subject to the development being carried out in accordance with the details and plans listed in the submitted report

ii) That information on the local effects of a power failure of the floodlights be provided to Councillor Bentley

**82 Application 14/07015/FU - Temporary change of use of cricket stadium and educational facilities to accommodate up to three music concerts per calendar year for a period of two years - Headingley Carnegie Stadium, St Michael's Lane, Headingley, Leeds**

Plans and photographs of the site were displayed at the meeting

Officers presented the report which related to a renewal of a temporary planning permission to accommodate concerts at Headingley Carnegie Stadium

Members were informed that the application was identical to what had been approved in 2012, with the material planning changes which had been introduced since that time being outlined to Panel for information. In view of the granting of planning permission for floodlights, a condition had been included to prevent their use in connection with this application

It was the view of Officers that the proposed conditions would mitigate the impact of this use for local residents; that a noise level had been set as had the capacity for music events; that an event management plan was required at least four months before any event taking place; that only a

temporary permission was being recommended and the use would be monitored

Officers advised that two Ward Members had objected to the application

The Panel discussed the proposals, with the main issues considered being:

- the financing of the policing and marshalling of the music events. The Head of Planning Services advised that discussions took place with West Yorkshire Police about policing and marshalling plans for events and that how these were financed would be part of the discussions
- publicity material; that the first concert had already been announced, together with ticket availability and that the granting of planning permission looked to the public like a fait accompli. The Head of Planning Services advised Members their role was to make a planning decision on the planning merits of the application. As the Panel had previously considered the scheme it seemed as if the applicant was anticipating the same decision but that Members were unfettered by this. The importance of probity was stressed and that until Yorkshire Country Cricket Club had planning permission, music events at the ground could not take place
- the monitoring of events and the need to formalise this task to the Stadium Liaison Group, which was chaired by a Ward Member

The Panel considered how to proceed. It was noted that representatives of the applicant were in attendance and were now aware of Members' concerns about the way YCC had dealt with this matter

**RESOLVED** - That the application be granted subject to the conditions set out in the submitted report

Following consideration of this matter, Councillor Finnigan left the meeting

**83 Application 14/04994/FU - Change of use and alterations to hostel to form 29 self-contained flats, detached blocks of 31 new flats and 23 new houses; laying out of access road and associated parking and landscaping - Mount Cross, 139 Broad Lane, Bramley, Leeds**

Plans, photographs and graphics were displayed at the meeting. A Members site visit had taken place earlier in the day. The Officer's report was accompanied by information relating to the financial viability of the scheme as not all of the required planning contributions were being offered. The Panel was satisfied with the content of this information and the public were able to remain in the meeting

Officers presented the report which sought permission for 83 affordable housing units through the refurbishment of an existing vacant building and 54 new build units with car parking and landscaping at Mount Cross, 139 Broad Lane Bramley LS13

Details were provided in respect of:

- occupancy conditions – with the refurbished block being restricted to over 55s and on a rental basis only
- landscaping; tree loss and mitigation planting
- materials
- access arrangements

Concerning the financial viability assessment, it was noted that the District Valuer having considered the figures provided by the applicant had concluded there was justification in not providing the full planning contributions in this case

The Panel heard representations from a local resident who raised a concern about the impact of the development on neighbouring gardens which backed on to the site and could lead to increased flooding

Members then heard from the applicant's agent who highlighted the merits of the scheme and advised that the drainage proposals had been fully designed not to impact on any other areas

The Panel discussed the proposals and commented on drainage issues and greenspace

The Head of Planning Services recommended that the drainage condition should be worded to include the surface water run off from the land as well as from the development

The Panel welcomed the affordable housing being provided in this scheme

Having considered all of the information provided it was:

**RESOLVED** - To defer and delegate approval to the Chief Planning Officer subject to the conditions specified and the completion of a S106 Legal Agreement to include the following obligations:

- the whole site will be affordable housing and the refurbished block will be over 55s only and not available for sale, rent only and is to be put in the tenancy agreements
- car parking management plan
- travel plan, travel co-ordinator and monitoring fee £2,500
- taster ticket cards (£162.00 for a 3 month ticket per dwelling)
- local employment initiatives

In the circumstances where the legal agreement has not been completed by 6th April 2015, the final determination of the application shall be delegated to the Chief Planning Officer

**84 Application 14/07076/FU - Temporary modular detached unit to Windmill Primary School, Windmill Road, Belle Isle, Leeds**

Plans, drawings and photographs were displayed at the meeting

Members considered a report of the Chief Planning Officer relating to proposals for temporary modular building at Windmill Primary School in order to provide additional school space for the existing pupils

Concerns had been raised by a Ward Member about highways safety. Members were informed that the application was not designed to increase the

number of pupils or staff at the school and that Highways had not objected to the application

It was noted there were particular problems at drop off and pick up times at the site, with this issue to be taken up outside of the Plans Panel's remit

**RESOLVED** - That the application be granted subject to the conditions set out in the submitted report

**85 Application 14/00342/UHD3 - Erection of a fence/structure on land at College Hill House, Burras Lane, Otley, LS21**

Plans and photographs were displayed at the meeting. It was noted that the plan appended to the submitted report was incorrect and the extent of the site was highlighted, for Members' information

The Panel considered a report of the Chief Planning Officer on an enforcement matter which had been brought to Panel at the request of a local Ward Member in view of the unusual circumstances of the position of the two residential properties concerned

The Deputy Area Planning Manager presented the report which related to a structure which had been erected within the front garden of College Hill House to support a climbing plant very close to the rear of Musgrave Hall, a listed building. As the structure did not enclose anything, it was deemed to be a building and required planning permission. However, if the structure was extended to the boundary and reduced by 20cm it would be outside of planning control. Members were informed that in the event the Panel chose to pursue enforcement action, the owner would carry out the works set out above to take it outside of planning control

The complainant had requested a Members site visit and whilst this was a matter for Panel to form a view on, the Deputy Area Planning Manager advised that having visited the site his perception of the situation remained unchanged

Members queried the appropriateness of this enforcement matter being brought to Panel

**RESOLVED** - To note the report and that Panel determined it was not expedient to take enforcement action in this case

**86 Date and time of next meeting**

Thursday 19<sup>th</sup> March 2015 at 1.30pm in the Civic Hall, Leeds

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## Joint Plans Panel

Thursday, 26 February 2015

**PRESENT:** Councillor J McKenna in the Chair

Councillors J Akhtar, B Anderson,  
D Blackburn, C Campbell, A Castle,  
R Charlwood, B Cleasby, R Grahame,  
P Gruen, S Hamilton, M Harland,  
M Ingham, G Latty, T Leadley, M Lyons,  
S McKenna, E Nash, J Procter, K Ritchie,  
B Selby, C Towler, F Venner, N Walshaw  
and R Wood

### **14 Election of the Chair**

**RESOLVED** – That Councillor J McKenna be elected as Chair for the meeting.

### **15 Declarations of Disclosable Pecuniary Interests**

There were no declarations of a disclosable pecuniary interest.

### **16 Apologies for Absence**

Apologies for absence were submitted on behalf of Councillors J Bentley, M Coulson, R Finnigan, C Gruen, J Lewis, C Macniven, K Mitchell, R Procter and P Truswell

### **17 Minutes of the Meeting held on 11 September 2015**

**RESOLVED** – That the minutes of the meeting held on 11 September 2015 be confirmed as a correct record.

### **18 Core Strategy Update**

It was reported that the Inspectors recommendations had now been received on the Core Strategy. The strategy had been found to be sound but still required some modification. It was due to be submitted to the September meeting of the Executive Board for further consideration before referral to Full Council in November 2014. Key issues included housing, employment and retail land.

Thanks were expressed to all those who had been involved in the preparation of the Core Strategy.

### **19 Leeds Standard**

The report of the Chief Planning Officer referred to the development of a new Leeds Housing Standard.

It was reported that the Leeds Standard would be important in the way that future applications were dealt with particularly with regard to the quality of schemes. It was

proposed to hold a training session for Plans Panel Members on both the Leeds Standard and Core Strategy.

The Leeds Standard would be considered at the September meeting of the Executive Board and reference was made to the Scrutiny Board (Housing and Regeneration) Inquiry.

Further issues highlighted in relation to the Leeds Standard included the following:

- Variation and clarification to existing policy documents.
- Work carried out with Scrutiny and the house building industry.
- Application of the Leeds Standard to council house building.
- Guidance in relation to room sizes and sustainability. There were proposals from the Government in relation to a code for sustainability and building regulations would be used to ensure adequate room sizes.

In response to Members comments and questions, discussion included the following:

- **20 End of Year Performance Report 2013-14 and Update on Quarter 1, 2014-15**
  - The report of the Chief Planning Officer presented performance information for 2013-14 an quarter one, 2014-15.

Issues highlighted from the report included the following:

- There were currently over 1,000 applications including 144 major schemes.
- Decisions made at Plans Panel meetings – following the introduction of the three weekly cycle for City Plans Panel, meeting times had been reduced. There had also been a low proportion of decisions that were contrary to officer recommendations.
- An increase in planning fees income.
- Review of development management.
- Restructure of the enforcement service.
- Increase in the number of applications considered at the pre-application stage.
- Introduction of the planning guarantee – applications to be completed within 26 weeks. If this was not achieved then planning fees would be returned.
- Significant improvement for major applications.

In response to Members comments and questions, the following was discussed:

- Enforcement issues and work with other agencies regarding enforcement.
- Staff absence.
- Involvement of Members in the construction of Section 106 agreements.
- Involvement of Ward Members with pre-application developments.

**RESOLVED –**



- (1) That the report be noted.
- (2) That a further performance report be received in 6 months.

## **21 Planning Service Review**

The report of the Chief Planning Officer described the review of Planning Services recently undertaken by Ove Arup and Partners Limited (Arup). The review had been completed and the service was now about to embark on the implementation stage. The report described the next steps, reporting and governance arrangements in the implementation stage.

Members' attention was brought to the main areas of focus that were outlined in the report and the steps towards implementation. It was concluded that there was sufficient resource for current workloads but further growth would see the need for more resources.

**RESOLVED** – That the report be noted.

## **22 Planning Enforcement - Stop Notices and Temporary Stop Notices**

The report of the Chief Planning Officer informed Joint Plans Panel of the scope and powers available through the use of Temporary Stop Notices and Stop Notices and the implications of their use in planning enforcement. Appendices to the report showed the number of notices served in Leeds and in comparison to Core Cities and other West Yorkshire Authorities.

It was reported that Temporary Stop Notices were more frequently used than Stop Notices and were a useful tool where there had been a breach of planning conditions. Reference was made to recent cases across the City and Members gave their support and encouragement for the use of enforcement action where appropriate.

**RESOLVED** – That the report be noted.

## **23 Member Training**

The report of the Chief Planning Officer reflected on the training opportunities for Members in 2013-14 and provided a look ahead for Member training in 2014-15.

Issues highlighted included the following:

- Future training would include adoption of the core strategy, Community Infrastructure Levy and viability.
- Members would have opportunity to shadow a planning officer through the duration of a planning application.
- It was proposed to visit completed sites.
- Training would be tailored for both new and experienced Panel Members

**RESOLVED** – That the report be noted.

## **24 Buildings at Risk**

The report of the Chief Planning Officer informed the Joint Plans Panel of buildings at risk and the efforts that are being made to address this issue by securing emergency repairs and securing new uses.

Issues highlighted from the report included the following:

- There had been a successful bid to English Heritage for funding towards a pilot to carry out a survey of the whole City.
- Buildings that had been converted and were no longer on the at risk register.
- It was estimated that there would be double the number of buildings on the risk register following the survey and a further report would be brought to the next meeting of the Joint Plans Panel.

In response to Members comments and questions, the following was discussed:

- Woodlea Mansion was on the Buildings at Risk register.
- A full list of the buildings on the register was requested.
- Stank Hall Barn – there were two other buildings on the site also on the at risk register. It was felt the location of the building could be a barrier in enabling the re-use.
- York Road Baths – it was recognised that urgent repairs were needed to the roof.
- White Cloth Hall – funding had been offered from Heritage Lottery Funds and English Heritage. Negotiations were underway with the owner of the building to secure an agreement to develop a feasible end use, lease the building and carry out its restoration.

## **RESOLVED -**

- (1) That the report be noted, particularly that work was progressing towards reducing the number of buildings at risk in the city.
- (2) That the findings of the pilot Buildings at Risk Survey be reported to the Derelict and Nuisance Sites Steering Group.

## **NORTH AND EAST PLANS PANEL**

**THURSDAY, 12TH MARCH, 2015**

**PRESENT:** Councillor R Charlwood in the Chair

Councillors R Grahame, M Harland,  
C Macniven, J Procter, G Wilkinson,  
M Lyons, B Cleasby, S McKenna, D Cohen  
and E Nash

### **136 Chair's opening remarks**

The Chair welcomed everyone to the meeting and asked Members and Officers to introduce themselves

### **137 Declarations of Disclosable Pecuniary Interests**

There were no declarations of disclosable pecuniary interests, however in respect of Application 15/00554 – proposals for a medical centre at King Lane LS17 - Councillor Cohen brought to the Panel's attention that he had publicly supported the scheme so would retire to the public gallery during consideration of this matter (minute 142 refers)

### **138 Apologies for Absence**

Apologies for absence were received from Councillor Selby, with Councillor Nash substituting for him

### **139 Minutes**

**RESOLVED** - That the minutes of the North and East Plans Panel meeting held on 5<sup>th</sup> February 2015 be approved

### **140 Matters arising**

The Head of Planning Services reported that the Secretary of State's decision on an appeal against non-determination of a planning application for 400 dwellings on a PAS site at Bagley Lane Farsley had been received, with the appeal being dismissed. In reaching this decision Members were advised that it had been agreed that Leeds City Council did have a five year housing plan and had some scope for flexibility through having a 5% buffer. Other considerations had been the adverse impact of the proposals on the character and identity of the area

Draft minutes to be approved at the meeting  
to be held on Thursday, 9th April, 2015

Members were informed this decision, which would be reported to each of the Plans Panels was welcomed and should give cause for house builders in the city to consider this very positive decision

The Panel welcomed the decision on this site and tribute was paid to the work of planning officers in defending the LPA's position on appeals and for producing persuasive evidence to put before Inspectors

**141 Application 14/05100/FU - Raise roof height of main dwelling; two storey extension to front; two storey extension to side/rear; single storey extension to side; dormer windows to rear roof place and create living space in roof - 7 Bracken Park Scarcroft**

Plans, photographs and drawings were displayed at the meeting

Officers presented the report which sought approval to alterations and extensions to an existing residential dwelling at 7 Bracken Park, Scarcroft LS14

The main issues for consideration by Panel were outlined as being the design and character and the impact on the street scene. Members were informed that the proposal has been revised in consultation with Ward Members

In respect of the side extension, Officers were of the view this was acceptable; it was subservient to the main dwelling and was in keeping with the height of the neighbouring dwellings. In terms of impact of the proposals on the living conditions of neighbours, it was felt there were sufficient separation distances and that on balance, the proposals were not considered to be significantly harmful to the living conditions of the residents of no.9 Bracken Park

The Panel heard representations from an objector – the resident at 9 Bracken Park - who outlined his concerns about the proposals to the Panel, which included:

- concerns about overshadowing and loss of light
- that the proposals were overbearing, particularly the size of the rear extension
- the need for planning policy to be applied fairly

The Panel then heard representations from the applicant's agent who provided information which included:

- the extensive discussions which had taken place with Officers on the scheme
- that efforts had been made to address the objection from the resident of 9 Bracken Park
- that revisions had been made to the proposals to reduce its scale which was now considered to be appropriate and in keeping with the character of Bracken Park

The Panel discussed the application, with the main issues being raised relating to:

- overshadowing and whether sun path diagrams had been submitted in order to address the concerns which had been raised

- the lack of a site visit and that this would have proved useful in helping understand the issues under consideration
- the design of the side extension and that the deletion of this element could improve the overall appearance of the scheme
- issues of height, particularly when taking into account the sloping nature of the site
- the extent of the glazing to the rear. The Panel's Lead Officer advised that decision makers needed to approach the issue of design with care as planning policy advised that local authorities should not be prescriptive and should not attempt to impose architectural styles or tastes. In this case, there would be limited views of the glazing due to it being at the rear. This was disputed as due to the land level differences, the rear of the dwelling would be capable of being seen from Syke Lane and when internally lit, the dwelling would be highly visible
- that the applicant had done all required by Officers to revise the proposals to submit a scheme which was capable of being supported
- the protocol for requesting a site visit

The Panel considered how to proceed

**RESOLVED** - That determination of the application be deferred for one cycle to enable a Members site visit to be arranged to consider the issue of overshadowing and that the Chief Planning Officer be asked to submit a further report which included sun path diagrams to assess the impact of the proposals on the amenity of the neighbouring resident

**142 Application 15/00554/FU - Full application for two storey medical centre with associated parking and pharmacy (A1) - Land at King Lane Moortown LS17**

At this point, Councillor Cohen withdrew from the meeting and sat in the public gallery

Further to minute 115 of the North and East Plans Panel meeting held on 8<sup>th</sup> January 2015, where Panel received a pre-application presentation on proposals for a new medical centre with associated car parking and pharmacy, Members considered a further report of the Chief Planning Officer, setting out the formal application

By way of updates to the submitted report, the Panel was informed that colleagues in Contaminated Land Section had no objections to the proposals, subject to appropriate conditions being in place. In terms of greenspace, colleagues in Planning Policy had erroneously commented on the application. Members were informed there was a surplus of amenity space in the area but a lack of outdoor sports provision land, however the site would not be suitable for this use

On the issue of the provision of a footpath from the bus stop, if minded to approve the recommendation, this would be resolved as part of the delegated approval, in consultation with Ward Members. Additional

conditions were also proposed in respect of details of landscaping to be submitted and a scheme of lighting to be submitted

It was noted that Members had been largely supportive of the proposals at the pre-application stage and that further revisions to the scheme in terms of increased disabled car parking provision; access arrangements; design of the building; provision of acoustic screening; provision of trees had been made by the applicant. Members were informed that the proposals would not set a precedent and that the concerns raised about the provision of a flat roof to the building had been considered, it was felt not to be practical to put a pitched roof on the building and that there were examples of flat roofed buildings in the area

The Panel's Lead Officer referred to the recommendation and stated that reference should be made to Section 111 of the Local Government Act 1990

Members discussed the application and commented on the following matters:

- dispersal of surface water on the site in view of the amount of hardstanding being provided and the need for condition 12 to be worded to provide assurances that the development would not exacerbate flooding. The Panel's Lead Officer stated that the list of conditions set out in the submitted report were merely the headlines and that fully worded conditions would be drawn up. The Chair agreed that the wording in respect of this condition would be tightened to address the concerns raised
- highways safety and pedestrian access
- the public transport contribution and what this would be used for. A discussion took place on this, with the importance of involving Ward Members in the decisions taken about the use of public transport contributions being stressed
- the importance of selecting the appropriate tree species for the site and that in view of concerns raised about surface water, Weeping Willows represented a suitable choice as they soaked up water. The Chair supported this view and advised Officers this should be considered

**RESOLVED** - To defer and delegate approval to the Chief Planning Officer as set out in the recommendation within the submitted report, subject to including reference to Section 111 of the Local Government Act 1990; additional conditions relating to provision of landscaping details; submission of a lighting scheme; the provision of a footpath from the bus stop and the spending of the public transport contribution to be in consultation with Ward Members; the amendment of condition 12 to be worded to meet the full requirements of Flood Risk Management and for consideration to be given to the provision of Weeping Willows as the tree species to be provided on site

Following consideration of this matter, Councillor Cohen resumed his seat in the meeting

**143 Application 13/03606/FU - Land and buildings adjacent to Devonshire Lodge Devonshire Avenue - Appeal decision**

Further to minute 68 of the North and East Plans Panel meeting held on 25<sup>th</sup> September 2014, where Panel resolved not to accept the Officer's recommendation to approve a development for scheme of later living retirement housing accommodation, the Panel considered a report of the Chief Planning Officer setting out the Inspector's decision to the appeal lodged by the applicant

The Head of Planning Services presented the report and stated that although the Inspector had dismissed the appeal, he had made a full award of costs against the Council, however it was felt that the Council had good grounds to challenge this, with Members also being informed that the appellant had set out their intention to challenge the Inspector's decision to dismiss the appeal, by way of a Judicial Review

The Head of Planning Services provided further details about the decision to award costs against the Council, which related to affordable housing offer, which the appellants had altered at the appeal

The Panel discussed the report; the decision taken by Panel and the financial viability information which had been provided by a representative of the District Valuer, who had attended several of the Panel meetings. Reference was made to a representative of a commercial company who had advised City Plans Panel on viability issues on a recent case with the view being expressed that the information provided to City Plans Panel had been more concise and had been rooted in the commercial world, so making the information more useful to Panel Members. In noting these comments, the Head of Planning Services stated that engaging commercial experts to assess financial viability appraisals was more costly but this was something he would consider

Concerns were expressed about the Inspector's comments in relation to the supply of employment land with the view being expressed that all land should be annotated with its proper use

**RESOLVED** - To note the report and the comments now made

**144 Date and Time of Next Meeting**

Thursday 9<sup>th</sup> April 2015 at 1.30pm in the Civic Hall, Leeds

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## Licensing Committee

Tuesday, 10th February, 2015

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

Councillors K Bruce, N Buckley, J Dunn,  
G Hussain, G Hyde, A Khan, B Selby,  
C Townsley and J Pryor

### **85 Appeals Against Refusal of Inspection of Documents**

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

### **86 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:-

Appendix (B) to the report entitled “Safeguarding Measures – Fit and Proper Assessment for HCD, HCVP, PHD, PHVP, PHO Licences, Escorts and Permit Drivers – Information Report as referred to in Minute No.99 was designated as exempt under Access to Information Procedure Rule 10.4(1) and (2) because it contains information relating to individuals and which is likely to lead to the identification of individuals. It is considered in these circumstances that the public interest in maintaining the exemption from publication outweighs the public interest in disclosing the information.

### **87 Late Items**

The Chair reported the receipt of a number of late items of correspondence and sought the approval of the Committee in accepting the following additional business:

Hackney Carriage Proprietors Suitability Assessment Report - Correspondence from Mr G Nabi on behalf of Eurocabs Hackney Carriage Association and City Cabs Hackney Carriage Association. Commenting on the Hackney Carriage Proprietors suitability Assessment report (Minute No. 94 refers)

Equality Monitoring Report - Correspondence from Mr G Nabi on behalf of Eurocabs Hackney Carriage Association and City Cabs Hackney Carriage Association seeking clarification around the Equality Monitoring report (Minute No.95 refers)

Wifi in Private Hire Vehicles - Correspondence from Mr G Nabi on behalf of Eurocabs Hackney Carriage Association and City Cabs Hackney Carriage Association seeking clarification around the issue of Wifi in Private Hire Vehicles, (Minute No. 90 refers)

Digital Advertising Screens on Licensed Vehicles – Request from Members of the Licensing Committee to review the recommendations regarding the use of digital advertising screens in Licensed vehicles (Minute No. 97 refers)

Wheel Chair Accessible Taxis – Request from Mr T McSharry, Access Committee for Leeds that the issue of Wheel Chair Accessible Taxis be included within the “Unmet Demand Survey Report” due to come before the Licensing Committee in April 2015 (Minute No. 97 refers)

**RESOLVED** – To approve the inclusion of the late submissions

#### **88 Declaration of Disclosable Pecuniary Interests**

There were no declarations of Disclosable Pecuniary Interests made at the meeting

#### **89 Apologies for Absence**

Apologies for absence were received from: Councillor Downes, Councillor Flynn, Councillor Gettings Councillor Ingham and Councillor Wilkinson

#### **90 Minutes of the Previous Meeting**

The minutes of the previous meeting held on 9<sup>th</sup> December 2015 were submitted for comment and approval.

With reference to Minute No.78 “Free wi fi in Private Hire Vehicles” the accuracy of the following statement was queried, “It was reported that there had been no applications for free “wi fi” in licensed vehicles”

In offering clarification the Section Head, Taxi and Private Hire Licensing said that at the time the report was presented to the Licensing Committee on 9<sup>th</sup> December 2014, the information was accurate.

**RESOLVED** – That the minutes of the previous meeting held on 9<sup>th</sup> December 2014 were confirmed as a true and correct record

#### **91 Matters Arising from the Minutes**

There were no issues raised under matters arising

#### **92 Entertainment Licensing Section - Update Report July - December 2014**

The Head of Licensing and Registration submitted a report which provided an update of matters appertaining to the entertainment Licensing Section during the past six months.

Appended to the report were copies of the following documents:

- Deregulation of Entertainment Matrix – Appendix A refers
- City Centre CIP 2015 – Appendix B refers

The Section Head, Entertainment Licensing presented the report and responded to Members questions and queries.

The contents of the report included the following:

- Licensing Act 2003: Application Statistics
- Temporary Event Notices
- Licensing Act : Reviews
- Licensing Act: Appeals
- Licensing Act: Section 182 Guidance
- Local Area Guidance
- De-regulation of Entertainment
- Statement of Licensing Policy
- Gambling Act 2015: Application Statistics
- Gambling Act 2005: Statement of Licensing Policy
- Large Casino
- Licensing of Sex Establishments
- Scrap Metal
- Enforcement

The Chair thanked officers, commenting that the report was comprehensive and informative.

**RESOLVED** – That the contents of the report be noted

### **93 Working with Health**

The Head of Licensing and Registration submitted a report which provided details about the ongoing work between the Licensing Authority and Public Health

Appended to the report were copies of the following documents:

- SIF Criteria and Overarching Guidance agreed at Executive Board 2014 Funding Criteria – Appendix 1 refers
- Summary of Projects Awarded Small Grants from the Social Inclusion Fund – Appendix 2 refers

The Principal Project Officer, Entertainment Licensing together with the Executive Officer, (Financial Support) Citizens and Communities presented the report and responded to Members questions and queries.

Detailed discussion ensued on the contents of the report which included:

- Public Health as a Responsible Authority

- Local Licensing Guidance
- Data Sharing
- Problem Gambling/ Problem Drinking
- Large Casino Social Inclusion Fund
- Small Projects Fund
- General Social Inclusion Fund

Referring to the General Social Inclusion Fund, paragraph 3.41 of the submitted report, Members queried the fact that of the 13 proposals considered, 10 were not qualified under the SIF core criteria or further consideration was required.

In responding the Executive Officer said in one instance an organisation had submitted bulk applications which exceeded the total amount of the fund. The agreed criteria was clear, but a number of organisations had chosen to test the system by submitting applications which were questionable.

Members queried if there was any democratic scrutiny of the General Social Inclusion Fund.

In responding the Executive Officer said that the Executive Board had laid down the criteria, the operation of the fund had been delegated to the Assistant Chief Executive (Citizens and Communities) with periodic briefings being provided to the Leader of Council.

Member asked if the process for accessing the Fund was transparent to Members of the public.

In responding officers reported that the scheme had been publicised but details about individual applications was not made known.

The Chair thanked the Executive Officer (Financial Support) for his attendance and providing clarity in responding to Members questions

**RESOLVED** – That the contents of the report be noted

#### **94 Hackney Carriage Proprietors (HCP) - Appropriate Suitability Assessment - Update Report**

The Head of Licensing and Registration submitted a report which provided an update of the requirement to attain ESOL level 3 English comprehension skills for all Hackney Carriage proprietors

Appended to the report was copy of the following document:

- Charges for External Companies for Interpreting and Translation – Appendix 1 refers

With reference to the meeting 9<sup>th</sup> September 2014, and the decision to seek clarity on a number of issues, the Section Head, Taxi and Private Hire Licensing reported that in providing the requested information, a legal opinion had been obtained. The

requested information including Counsel's opinion was contained in section 3 of the submitted report.

Detailed discussion ensued on the contents of the report which included:

- Had adequate consultation involving the trade taken place
- Was the suggested timescale of 3 months for the next of kin to resolve the issues of estate with a further 6 months to attain ESOL level 3 adequate?
- The need for Hackney Carriage Proprietors to undertake future succession planning

A number of Members were of the view that the suggested timescale of 3 months for the next of kin to resolve the issues of estate was not adequate suggesting a longer period was required.

An amendment was moved and seconded that the timescale for the next of kin to resolve the issues of estate be extended to 6 months.

Upon being put to the vote the amendment was lost

**RESOLVED** – That the recommendations of the Licensing and Regulatory Panel of 7<sup>th</sup> February 2006 be retained in respect of the requirement to attain ESOL level 3 English comprehension skills for all Hackney Carriage proprietors, but with the following policy considerations

- Following transfer of the licence to a widow or civil partner of the licensed proprietor upon the death of the proprietor, the Council allows 3 months for the next of kin to resolve the issues of estate with a further 6 months to attain ESOL level 3.
- A joint proprietor who is a spouse or civil partner should attain ESOL level 3 within 6 months unless circumstances as above arise, in which case the process is held in abeyance for 3 months.
- Following the transfer of a licence to any other person or a joint proprietorship taking place all parties must have attained ESOL level 3 English comprehension.
- That all costs incurred during the transition and lead-in periods are met by the proprietor and accredited translators must be used to the satisfaction of the Council.
- The Council must be satisfied that the existing named proprietor had set out in writing their intention to transfer the proprietorship of the licence to the person seeking to become the new proprietor and the Council are entitled to make reasonable enquiries to satisfy themselves of the validity of a claim to the proprietorship of a licence.

## **95 Information Report - Taxi and Private Hire Licensing Equality Monitoring**

Final minutes approved at the meeting  
held on Tuesday, 10th March, 2015

The Head of Licensing and Registration submitted a report which provided a breakdown of equality monitoring information returned from the license holders over the past 12 months.

Appended to the report was copy of the following documents:

- Statistics – Number of roadside inspections (Appendix 1 refers)
- Suspension and revocation by ethnic origin (Appendix 2 refers)

The Section Head, Taxi and Private Hire Licensing presented the report and responded to Members questions and queries.

Detailed discussion ensued on the contents of the report which included:

- The importance of retaining equality monitoring data associated with Taxi and Private Hire Licensing
- Was there a legal requirement to retain such data
- Was there a need to include a category of “religion”
- The necessity to submit the information to the Licensing Committee

In providing clarification, the Section Head, Legal Services reported that there was no legal requirement to gather such information.

It was the general view of Members that equality monitoring information continued to be collected but only at the point of application and it was not essential for Members to receive the level of information previously supplied.

Members noted there would be a minimum 12 months leading in period for gathering any other information, Member might require in the future.

#### **RESOLVED –**

- (i) That equality monitoring information in respect of Taxi and Private Hire Licensing continued to be collected but only at the point of application
- (ii) That the Licensing Committee no longer receive the level of detail previously supplied (Details of gender, age, and ethnicity to be retained)

#### **96 Activity Update: Taxi and Private Hire Licensing 1st July to 31st December 2014**

The Head of Licensing and Registration submitted a report which provided an Update on the delegated decisions taken by officers at Taxi and Private Hire Licensing covering the period 1<sup>st</sup> July to 31<sup>st</sup> December 2014.

The Section Head, Taxi and Private Hire Licensing presented the report and responded to Members questions and queries.

Detailed discussion ensued on the contents of the report which included:

- The number of Licenses issued
- Number of decisions taken
- Refusal and revocation decisions taken
- Complaints received
- Appeals received

In offering comment the Chair welcomed the fact that the number of suspensions had reduced from the previous reporting period.

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

### **97 Licensing Committee Work Programme 2015**

Members considered the contents of the Licensing Committee Work Programme for 2015.

Following decisions made at today's meeting, the following items be added to the Licensing Committee's Work Programme: Digital Advertising Screens in Licensed Vehicles, Wheel Chair Accessible Taxis (As part of the Unmet Demand Survey Report) and new policy around safeguarding measures

**RESOLVED** – To approve the contents of the Licensing Committee Work Programme

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

**RESOLVED** – To note that the next meeting will take place on Tuesday 10<sup>th</sup> March 2015 at 10.00am in the Civic Hall, Leeds.

### **99 Safeguarding Measures - 'Fit and Proper' Assessment for HCD, HCVP, PHD, PHVP, PHO Licences, Escorts and 'Permit Drivers' - Information Report.**

The Head of Licensing and Registration submitted a report which highlighted the safeguarding and general public safety statutory responsibility attached to the grant of a personal licence in the context of more open EU borders and reduced employment constraints on EU and foreign nationals from outside of the EU.

Appended to the report were copies of the following documents:

- A letter from RT Hon Nicky Morgan MP to the Secretary of State for Communities and Local Government requesting that steps be taken to ensure all local authorities deliver on their essential duty to protect vulnerable children. (Appendix 1 refers)
- A letter from the Minister of State for Transport to all Chief Executive Local Licensing Authorities ensuring that all licensed drivers have undergone a thorough vetting process, their conduct was monitored once licensed, and all

available information was considered when making licensing decisions (Appendix 1 refers)

- Examples of “Certificate of good conduct/ character reference” supplied by some applicants (Appendix 2 refers EXEMPT)

The Section Head, Taxi and Private Hire Licensing presented the report and responded to Members questions and queries.

Detailed discussion ensued on the contents of the report which included:

- The need to develop a new policy around safeguarding measures
- To have in place clear systems around safeguarding
- Checking procedures need to be thorough and robust
- Criminal offences - How collated and evaluated
- The need to be firm and fair when considering the granting of a licence

Members were supportive of the proposals suggesting there was a need for a thorough checking system to be applied to the “fit and proper” person assessment.

#### **RESOLVED –**

- (i) That the contents of the report be noted
- (ii) To introduce thorough checking system to be applied to the “fit and proper” person assessment.
- (iii) That the development of a new policy around safeguarding measures be included in the Committee’s Work Programme



## **Licensing Sub-Committee**

**Monday, 9th February, 2015**

**PRESENT:** Councillor B Gettings in the Chair

Councillors K Bruce and C Townsley

### **1 Election of the Chair**

Councillor Gettings was elected to the Chair for the duration of the meeting

### **2 Appeals Against Refusal of Inspection of Documents**

There were no appeals against refusal of inspection of documents

### **3 Exempt Information - Possible Exclusion of the Press and Public**

There were no exempt items

### **4 Late Items**

There were no late items

### **5 Declarations of Disclosable Pecuniary Interests**

No declarations of disclosable pecuniary interests were made

### **6 Application for the grant of a premises licence for Off Licence 51 Monkswood Drive, Seacroft, Leeds, LS14 1DW**

The report of the Head of Licensing and Registration asked Members of the Licensing Sub Committee to consider an application for the grant of a premises licence, made by Kawal Singh Chahal, for Off Licence 51 Monkswood Drive, Seacroft , Leeds, LS14 1DW.

The application was made for a proposed general convenience store with the sole licensable provision of retail by sale of alcohol for consumption off the premises, 7:00am until 10:00pm seven days a week.

Responsible authorities and Ward Members had been notified of the application, but no representations had been received.

One representation had been received from a local resident who had expressed their concerns that granting the application would add to noise nuisance and anti- social behaviour in the area.

Members were made aware of the location of the objectors address in relation to the proposed off licence premises.

Mr Howard Cohen represented the proposed licence holder Mr Kawal Singh Chahal who was not in attendance at the hearing. Latvir Singh Chahal the proposed Designated Premises Supervisor was in attendance at the hearing.

Mr Cohen addressed the concerns expressed by the objector in the letter at Appendix D of the submitted report

Mr Cohen provided a map of the area which highlighted Ramshead Hill as the nearest off licence to the proposed off licence on Monkswood Drive.

Members noted that the Off Licence would be located on a parade of shops on Monkswood Drive with a takeaway next door and a public house at the opposite end.

Mr Cohen was of the view that 10.00pm was not late and suggested that some people did shop at this time. He said that there was no evidence to suggest that opening the shop until 10.00pm would cause crime and disorder the police had raised no concerns.

In respect of local people clearing bottles and litter from gardens there was no evidence of this and Environmental Protection Team had not made any objections.

Mr Cohen also informed the Committee that there was no evidence to suggest that residents were scared to go out at night or that there was a risk to children. The applicant had completed a risk assessment proforma as requested.

Mr Latvir Singh the proposed Designated Premises Supervisor informed the Licensing Sub Committee that the Off Licence would be on a similar line to Nisa. They would have CCTV inside and outside the premises and would work alongside the Police.

Mr Litvir Singh informed the Members that he personally had no experience of running this type of premises but had taken the exams and other members of the family ran similar businesses.

He also informed the Committee that his family owned the takeaway next door which was being refurbished to regenerate the shops area. He was of the view that the public house was well run.

**RESOLVED** – The Licensing Sub Committee carefully considered the application and noted the steps that the applicant had taken in addressing the concerns raised. The Committee granted the application as requested.

## STANDARDS AND CONDUCT COMMITTEE

FRIDAY, 6TH MARCH, 2015

**PRESENT:** Councillor E Nash in the Chair

Councillors P Harrand, A McKenna and  
B Selby

**In**

**attendance:** Mr G Tollefson – Independent Person.  
Councillor Potter - Shadwell Town Council  
and Councillor Eveleigh - Otley Town  
Council

### **29 Appeals against refusal of inspection of documents**

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

### **30 Exempt Information - Possible exclusion of the press and public**

There were no resolutions to exclude the public.

### **31 Late items**

There were no late items.

### **32 Declaration of Disclosable Pecuniary and Other Interests**

No declarations were made.

### **33 Apologies for absence**

Apologies for absence were received from Councillors Lowe and Townsley.

### **34 Minutes - 7th March 2014**

**RESOLVED** – The minutes of the previous meeting held on 7<sup>th</sup> March 2014 were approved as a correct record.

### **35 Annual Report of the Standards and Conduct Committee**

The Head of Governance Services presented a report of the City Solicitor which provided the Committee with an annual report relating to matters within the Committee's terms of reference.

Members noted the assurances provided by the Head of Governance services in respect of the Standards responsibilities of Members, the Council and the Monitoring Officer. Particularly:

- Training provided;
- Registration and the declaration of interests;
- Dispensations; and
- Complaints

In discussing Parish and Town Councils two issues were raised as follows:

- 1) That register of interests are being maintained up to date; and
- 2) That each Parish and Town Council has a code of conduct in place

Assurances were given that regular contact with the clerks of the Parish and Town Councils is made to ensure registers are up to date. Further in light of upcoming elections it was confirmed that a process is in place to a) ensure Members' duties in respect of registration on interests can be complied with and b) that the Monitoring Officer's responsibilities for the publication of registers can be fulfilled.

Further it was confirmed that Parish and Town Councils have adopted a Council Code of Conduct.

The Committee also raised the changing role of Parish Councils and the impact that additional funding via the community infrastructure levy may have on number and scale of disclosable pecuniary interests arising at meetings of those bodies. The Head of Governance Services agreed to raise this point with the local/national Parish and Town Council associations as something on which they may wish to provide guidance to their members.

Members were asked to consider whether to refer the report to full Council for consideration. Members agreed that whilst it is important that full Council be aware of the work of the Committee that this year efforts be made to ensure full Council consider the minutes of this meeting rather than consider a separate report.

The Committee thanked officers and the Independent Person for their work in providing an accessible and proportionate approach to matters arising during the year.

The Committee also recorded their thanks to Councillor John Eveleigh, Councillor Debbie Potter and Councillor Martin Hughes for agreeing to form a pool of Parish and Town Councillors that can be called upon by the Committee.

**RESOLVED** – The Committee resolved to agree the annual report of the Standards and Conduct Committee.

## MEMBER MANAGEMENT COMMITTEE

TUESDAY, 24TH FEBRUARY, 2015

**PRESENT:** Councillor E Nash in the Chair

Councillors A Blackburn, C Campbell,  
N Dawson, M Dobson, P Gruen,  
G Hussain, A Lamb, G Latty, T Leadley,  
A McKenna and B Selby

Apologies Councillor A Khan

### 19 Appeals Against Refusal of Inspection of Documents

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

### 20 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

### 21 Late Items

There were no late items submitted for consideration.

### 22 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

### 23 Apologies for Absence

Apologies for absence were received from Councillor A Khan. Councillor G Hussain was in attendance as substitute.

### 24 Minutes - 11th November 2014

**RESOLVED** – the minutes of the meeting held on 11<sup>th</sup> November 2015 were approved as a correct record.

### 25 Appointment of Elected Members to the Board of Aspire Community Benefit Society

The Head of Service, Learning Disability Community Support Service submitted a report which sought nominations from up to 3 Elected Members to become Directors on the Board of Aspire Community benefit Society.

**RESOLVED** – That the Leeds City Council elected Member representation on the Board of Aspire Community Benefit Society be agreed as 1 Labour; 1 Conservative and 1 Liberal Democrat.

Draft minutes to be approved at the meeting  
to be held on Date Not Specified

## **26 New Members Induction Programme**

The City Solicitor submitted a report which outlined the induction programme for 2015 and sought views as to whether the proposed Doorstep Challenge Equality training should be mandatory for all Members.

Members discussed the validity of making the Doorstep Challenge Equality training compulsory and whether this was necessary.

It was noted that it would be good practice for all members to have this training and should be strongly urged to undertake it.

**RESOLVED** – The Committee resolved to:

- (a) note the contents of the report; and
- (b) Strongly recommend group whips to request that all Members undertake the doorstep Challenge Equality training.

(Councillor A Blackburn arrived at 3:40pm during discussion of this item)

## **27 Appointment of local authority governors to academies**

Members agreed that this item be deferred to the next meeting.

## **28 Local Authority Appointment to Outside Bodies**

The City Solicitor submitted a report which provided an update on the current position regarding member appointments to outside bodies; and sought to confirm Member nominations to remaining vacancies.

It was noted that the Green Group would be interested in providing a representative for the Private Rented sector Forum, should a vacancy become available

Members considered a number of issues in respect of appointment to Outside Bodies and:

**RESOLVED:**

- (a) That Councillor Campbell fill the Liberal vacancy on the City Centre Partnership;
- (b) That Councillor Wilford replace former Councillor Andy Parnham on Leeds Mind;
- (c) That Honary Alderman Monks be contacted to see if she still wishes to be on the Leeds Parish Church Exhibition Foundation;
- (d) That the Conservative Group whip give consideration to who would replace former Councillor Fox on Friends of Leeds City Museum; and
- (e) That the change of appointments since the last meeting of the Committee as details under paragraph 3.3 of the submitted report be noted.

Draft minutes to be approved at the meeting  
to be held on Date Not Specified

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**INNER SOUTH COMMUNITY COMMITTEE**

**WEDNESDAY, 11TH FEBRUARY, 2015**

**PRESENT:** Councillor A Gabriel in the Chair

Councillors J Blake, P Davey, K Groves,  
E Nash, A Ogilvie and P Truswell

**19 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS**

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

**20 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

There were no resolutions to exclude the public.

**21 LATE ITEMS**

There were no late items submitted to the agenda for consideration.

**22 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'**

No declarations were made.

**23 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Iqbal and Congrieve.

**24 MINUTES - 26th November 2014**

**RESOLVED** – the minutes of the meeting held on 26<sup>th</sup> November 2014 were approved as a correct record.

**25 OPEN FORUM**

In accordance with the Community Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or ask questions on matters within the terms of reference of the Community Committee.

The following issues were raised:

- Vehicles parking on double yellow lines and on the path at a garage on Dewsbury Road which is both dangerous and stops people accessing the path; and

Draft minutes to be approved at the meeting  
to be held on Wednesday, 25th March, 2015

- Concern that a new school being built should not have windows facing the motorway or if it does they should be triple glazed and be unable to be opened.
- After bins have been collected there is often rubbish left on the streets and that care should be taken to sweep this up following collection of rubbish;
- The footpaths in Cross Flats Park are in poor repair;
- That shops on Dewsbury Road often leave big bins at the front instead of the rear of the premises making it hard for people to walk past.

The Committee noted all comments and agreed to take up these matters.

**RESOLVED** – The Committee resolved to address all the concerns raised by members of the public.

## 26 Wellbeing Report February 2015

The report of the Assistant Chief Executive (Citizens and Communities) provided the Community Committee with the following:

- Details of the Wellbeing Budget position.
- An update on both the revenue and youth activities fund elements of the Wellbeing budget.
- Details of revenue projects agreed to date.
- Details of Youth Activities Fund agreed to date.
- Details of project proposals for consideration and approval.
- The current position of the Small Grants Budget.

The Area Officer presented the report.

Members' attention was brought to the following:

- Remaining balances for the Revenue Wellbeing Budget for 2014/15.
- Remaining Balances for the Youth Activities Fund Delegation 2014-15 – remaining funds could be carried forward to next year
- The following project proposals:
  - Litter bins for various locations in Middleton - £2,500
  - Inner South Wellbeing Pack Scheme - £4,000
  - Woodhouse Hill Allotments Project £12,000
  - Befriending Project £2,500

### **RESOLVED –**

- (a) That the report be noted
- (b) That the revenue projects already agreed be noted.
- (c) That the Activities fund elements of the wellbeing budgets be noted.
- (d) That the following Wellbeing applications be approved.
  - Litter bins for various locations in Middleton - £2,500
  - Inner South Wellbeing Pack Scheme - £4,000

- Woodhouse Hill Allotments Project £12,000
  - Befriending Project £2,500 – subject to Councillors receiving further information about this project
- (e) That the Small Grants position be noted.

## **27 Inner South Community Committee Summary of Key Work Report**

The Area Officer presented a report of the Assistant Director (Citizens & Communities) which presented Members with a summary of key work which the Area Support Team has been engaged in based on priorities identified by the Community Committee that were not covered elsewhere on the agenda.

Led by Community Committee Champions, Members discussed the following:

### Children & Young People

The Children's and Families Sub Group will be reviewing applications for Youth Activities Funding on 19<sup>th</sup> March. It was noted that 12,000 leaflets to be printed and circulated to help encourage more children into more activities.

### Employment, Skills and Welfare

The Committee were informed that there will be a number of job opportunities coming to the Inner South due to developments such as the expansion of the White Rose Centre.

The Committee considered the request to ring fence £6,000 from the 2015/16 budget allocation to the Inner South Employment, Skills and Welfare Board to fund small programmes of partnership work or initiatives identified by the Board. Initiatives to be approved by Members.

The Committee were also informed about the Welfare Reform Workshop held on 4<sup>th</sup> December 2015 and discussed the need to prepare for possible future cuts to welfare benefits.

### Environment and Community Safety

Members were informed about the push to get the Council to work geographical across boundaries.

The Committee noted the improvements to safety over the bonfire weekend as a result of the multi-agency co-ordinated Operation Flame.

Members were informed of the Community Committee workshop to be held on 19<sup>th</sup> March, 6pm to 8pm, which will discuss the new Zonal working arrangements that share being implemented by the Environmental team. An electronic invitation has been sent to all Inner South Members.

### Health and Wellbeing

Staffing issues to support work in this area were noted.

Members were informed that efforts are ongoing to reduce the number of people using GPs who don't necessarily need to and who could use other service available.

The South East Health and Well Being Partnership are planning to meet to discuss domestic violence which was inspired by the recent Community Committee workshop on the issue.

The South East Clinical Commissioning Group area in the process of developing a mental health strategy to help identify services that need to be improved.

### Adult Social Care

The Committee were informed that the Older People's Working Group was established on 13<sup>th</sup> January 2015 where terms of reference were agreed.

The Committee noted the various activities available for older people in the area but that GP's are not always aware of what exists. It was requested that all GP's surgeries in the Inner South are be contacted and informed of the activities and support available to older people.

It was highlighted that there was already a coach full of people committed to attend the Older Persons Celebration Day on Thursday 5<sup>th</sup> March 2015 at the Civic Hall, Leeds.

**RESOLVED** – The Committee resolved that:

- (a) That the report be noted;
- (b) £6,000 from the 2015/16 budget allocation be ringfenced to the Inner South Employment Skills & Welfare Board; and
- (c) All GP's surgeries in the Inner South are be contacted and informed of the activities and support available to older people;

**28 Date and Time of Next Meeting**

7pm, 25<sup>th</sup> March 2015.

## INNER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 9TH MARCH, 2015

**PRESENT:** Councillor S Hamilton in the Chair

Councillors G Hussain, C Macniven,  
M Rafique, A Sobel, E Taylor and B Urry

Approximately 15 representatives of the local community, stakeholders and partner organisations were in attendance

**40 Chairs Opening Remarks**

Councillor Hamilton welcomed all present to the Community Committee (CC) meeting, particularly members of the local community and representatives of partner organisations

**41 Workshop Session - Priority Setting for 2015/16**

Councillor Hamilton introduced the workshop session on the report featured at item 11 of the agenda in respect of Priority Setting for the Inner North East CC for the 2015/16 Municipal Year (Minute 50 refers).

**RESOLVED** – That the comments made during the discussions on Priority Setting for 2015/16 be noted and be referred to during consideration of the Priority Setting report in the formal part of the meeting, and be referred to the Wellbeing Working Group which acts as an advisory group to the CC

**42 Appeals Against Refusal of Inspection of Documents**

There were no appeals against the refusal of inspection of documents

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

There were no resolutions to exclude the public

**44 Late Items**

No formal late items of business were added to the agenda

**45 Declarations of Disclosable Interests**

No declarations of disclosable interests were made

**46 Apologies for Absence**

Apologies for absence were received from Councillors Charlwood and Dowson

**47 Open Forum**

The following members of the public addressed the meeting under the provisions of Paragraphs 4:16 and 4:17 of the Community Committee Procedure Rules (Open Forum)

Friends of Allerton Grange (Mr B Dev) – seeking support for the development of a “Gledhow Lane cycle route” which could link with the existing City Cycle

Draft Minutes – To be approved at the next scheduled meeting of the Inner North East Community Committee

and Wykebeck Valley routes to improve access to the area and stimulate development.

Councillor Hamilton confirmed that this matter would be referred to the Executive Member for Transport and the Economy for consideration

**48 Minutes of the previous meeting**

**RESOLVED** – That the minutes of the meeting held 19<sup>th</sup> January 2015 be agreed as a correct record

**49 Matters Arising**

No matters were raised.

**50 Priority Setting 2015/16**

Mr L Griffiths, Area Officer, presented a report which provided an overview of the key issues currently facing the communities within the Inner North East CC area and outlined a draft list of area-wide priorities to guide the future spend of Wellbeing Revenue and Wellbeing Capital monies.

The priorities suggested in paragraph 11 of the report had been the topic of discussions held during the informal session with Community Committee members, local residents, partners and stakeholders prior to the start of the formal meeting. The CC noted that any additional issues raised during the workshop would be reported to the CC's advisory Wellbeing Working Group

**RESOLVED** –

- a) Having regard to the comments made during the informal workshop session, the Community Committee agreed the area-wide priorities (as set out in paragraph 11 of the submitted report) in order to guide Wellbeing spend and key local programmes
- b) To note that any additional issues identified by local residents, partners and stakeholders during the workshop would be reported to the CC's advisory Wellbeing Working Group

**51 Wellbeing report**

Mr L Griffiths, Area Officer, presented a report on the Inner North East CC budget, particularly funds still available to spend; and sought consideration of applications made to the Wellbeing Fund. The recommendations of the advisory Wellbeing Member Working Group (WBWG) on the applications received were contained in the report for formal consideration by the CC. In considering the applications, discussions covered the following issues:

- Funding and remit of the Neighbourhood Support Officer post past 2015/16
- CCTV Chapelton and future negotiations and funding of the initiative

**RESOLVED** –

- a) To note the current position of the capital and revenue budget for the Inner North East Community Committee, the spend to date and current balances for the 2014/15 financial year;
- b) To note the proposed Wellbeing budget allocation for 2015/16, as approved by full Council.

- c) To note the decision made in the Priority Setting Report 2015/16 (minute 50 refers)
- d) That having considered the applications as set out in paragraphs 24 to 29 and the comments of the Wellbeing Working Group in respect of the Wellbeing Revenue Fund 2014/15, the following be agreed:
  - i) Area Support Project Officer (with a priority neighbourhood focus) - £26,700
  - ii) Summer Holiday Activities - £30,000
  - iii) Festive lights - £14,106
  - iv) Community Engagement - £2000
  - v) Chapel Allerton Ward Pot - £10,000
  - vi) Moorotwn Ward Pot - £10,000
  - vii) Roundhay ward pot - £10,000
  - viii) CCTV Chapeltown - £7500

## 52 East North East Employment and Skills Plan

The CC considered a report on the East North East (ENE) Employment and Skills Plan which set out priorities for the ENE area as a whole and for the three specific Community Committee areas. Additionally the report explained the purpose and structure of the ENE Employment and Skills Board.

Councillor G Hussain, INE Community Champion for Employment, Skills and Welfare introduced the issue and Ms M Anderson presented the report. A copy of the Plan was included at Appendix 1 of the report, highlighting those initiatives ready to deliver within the next 12 months, subject to funding.

In considering the report, the following matters were discussed:

- ENE Poverty Group. The need to ensure the priorities contained within the Employment and Skills Plan were aligned to those of the Poverty Group. Members requested further information on the Group
- Job Centre Plus Social Justice Team. The CC noted that some INE CC residents were in receipt of intensive 1-2-1 support from the Social Justice Team although this was not recorded as a key priority for the INE CC area. It was agreed that this information would be noted for action
- Pathways. The funding challenges ahead were noted and the impact of the changes would be monitored throughout 2015/16.
- Community learning provision in the Brackenwood and Queenshill areas. The CC noted that support for new community learning provision in those areas could require Wellbeing funding to cover the costs of venue hire at the Brackenwood Community Centre. Members agreed to support the initiative in principle, pending further investigations by officers.

Councillor Hussain in conclusion highlighted National Apprenticeship Week, 9<sup>th</sup> to 13<sup>th</sup> March 2015 and extended an open invitation for Members and local residents to attend the Apprenticeships Fairs, and specifically one scheduled for Thursday 12<sup>th</sup> March 2015 at the Hope Mega Centre, Leeds 9.

**RESOLVED -**

- a) That the contents of the East North East Employment and Skills Plan (attached as Appendix 1 of the submitted report) and the comments made, be noted for action
- b) To note the updates provided in the submitted report and to request regular updates from the Employment and Skills Board.
- c) That officers from the Area Support Team be requested to work with Employment and Skills colleagues and partners to reconsider the recommendations set out in the October 2014 report ‘Inner North East Community Committee – Findings and Recommendations on Employment and Skills in the Queenshill and Brackenwood Estates’.
- d) That “in principle” support be given for new community learning provision within the Brackenwood and Queenshill areas, noting that this may include using Wellbeing funding to cover the costs of venue hire within the Brackenwood Community Centre as set out in paragraph 4.5.

### **53 Environmental Action Service - Locality Team Update**

Councillor B Urry, Inner North East CC Environment Champion, introduced a report on how improvements will be made to a range of environmental services that are delivered locally. Mr J Woolmer, ENE Locality Manager, gave a presentation on the achievements of the Environmental Action Service (EAS) during 2014/15 and looking ahead to the challenges of 2015/16. The presentation also provided an update on the redesign of the operational work of the EAS. Members noted the following matters highlighted in the presentation:

- The new service responsibilities included in the 2015/16 Service Level Agreement; in particular the additional resources invested in Council housing areas and bulky household waste collection
- How the service improvements will improve efficiency and productivity and the new proposed zonal model for operational working which will include a team exclusively covering the three Inner North East wards

Additionally Members discussed the role of voluntary groups in the locality, such as “Friends of” groups, voluntary litter initiatives, the anticipated role of the new EAS team leader and the minimal impact the service changes will have on the bulky household waste service. Members also noted the suggestion to consider the SLA as a future workshop theme

Finally, Members commended the EAS Team for their work throughout 2014/15

#### **RESOLVED –**

- a) That the contents of the presentation on the redesign of the operational work of the Environmental Action Service and the comments made on the issues raised be noted.
- b) To note that the draft Service Level Agreement 2015/16 will be discussed at the Environmental Sub Group, with comments and recommendations to be presented to the next meeting of the formal Community Committee for consideration.

### **54 Update on Housing Leeds Restructure**

Further to minute 21 of the CC meeting held 6<sup>th</sup> October 2014, the Head of Housing Management, ENE Housing Leeds, submitted an update on the



implementation of the new structure for the Housing Management Service for Council Housing for the whole city of Leeds.

Mr D Longthorpe attended the meeting to present the report. The CC received information on the new area housing team, an update on recent initiatives and projects in the area and an outline of priorities for the forthcoming year. A request to supply Members with the direct contact details for the new area housing team was noted

**RESOLVED** – That the contents of the report and the comments made during discussions be noted

**55 For information - Key themes and proposed follow on action resulting from discussions at the Inner North East Community Committee on 19th January 2015**

Further to minute 27 of the meeting held 19<sup>th</sup> January 2015, the CC received an update report relating to information collected during the Community Committee workshop on the theme of social Isolation.

(Councillor Sobel left the meeting at this point)

Liz Bailey, ENE Health and Wellbeing Improvement Manager, attended the meeting to present the report (attached at Appendix A) and highlighted the main themes arising from the discussions which would inform future work to tackle social isolation. It was noted that the report would provide the foundation for a local action plan, in conjunction with Councillor Taylor (Inner North East CC Health and Wellbeing Champion), and the preparation of a consolidated report to be submitted to Leeds North Clinical Commissioning Group (CCG) in order to inform its commissioning discussions and decisions, particularly around Social Prescribing.

The following matters were discussed –

- Social prescribing as a valuable tool for GPS to assist people suffering the effects of social isolation
- The links to be established between the health and wellbeing team and the local employment and skills team, as worklessness had been identified in the workshop as a key contributing factor to social isolation
- The funding available through the “Time to Shine” programme and the hope that the themes identified during the workshop would be used in support of applications to the fund. Members commented that publicity on the fund should be widely available in order to encourage new groups and individuals to apply. Information on the applications made to the Time to Shine fund to be supplied to Councillor Taylor

In conclusion the Chair commended officers on the work already undertaken since the workshop and requested that, following submission of the report to the Clinical Commissioning Group, an update on the actions of the CCG be provided to Members

**RESOLVED** – To note the findings of the submitted report and to lend support to future follow on actions by key partners and stakeholders

Draft Minutes – To be approved at the next scheduled meeting of the Inner North East Community Committee

**56 Community Comment**

No matters were raised under “Community Comment”

**57 Meeting Arrangements 2015/16**

Having considered a report seeking consideration of meeting dates, times and venues for the 2015/16 Municipal Year, the CC

**RESOLVED**

- a) To agree the following schedule of meeting dates and start times in order that they may be included within the Council diary for the 2015/16 Municipal Year (all to be held on Mondays):  
29 June 2015 at 6.30pm, 21 September 2015 at 6.30pm, 7 December 2015 at 6.30pm and 14 March 2016 at 6.30pm
- b) To agree to continue existing venue arrangements – to alternate meeting venues between the wards within INE CC area – and to note that venues will be confirmed at a later date



**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON THURSDAY 29 JANUARY 2015 IN COUNTY HALL, WAKEFIELD**

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<b>Present:</b>	Cllr Peter Box (Chair)	-	Wakefield MDC
	Cllr David Sheard	-	Kirklees MC
	Cllr Keith Wakefield	-	Leeds CC
	Cllr Dafydd Williams	-	City of York Council
	Cllr Stewart Golton	-	Liberal Democrat Representative (Leeds CC)
	Cllr Monica Graham	-	Conservative Representative (Wakefield MDC)
	Roger Marsh	-	Leeds City Region LEP
<b>In attendance:</b>	Cllr James Lewis	-	Chair of WYCA Transport Committee
	Angela Taylor	-	Combined Authority
	Nick Winney	-	Combined Authority
	David Burrell	-	Combined Authority

**95. Apologies for Absence**

Apologies for absence were received from Councillors Janet Battye, David Green, Imran Hussain, Robert Light and Tim Swift

**96. Councillor D Williams**

The Committee congratulated Cllr Williams on his appointment as Leader of the City of York Council and welcomed him to his first meeting.

**97. Declarations of Disclosable Pecuniary Interests**

There were no pecuniary interests declared by members at the meeting.

**98. Exclusion of the Press and Public**

There were no items on the agenda requiring exclusion of the press and public.

**99. Minutes of the Meeting held on 12 December 2014**

**Resolved:** That the minutes of the meeting of the WYCA held on 12 December 2014 be approved and signed by the Chair.

**100. Governance Matters – Appointment of Co-opted Members and Other Matters**

The Combined Authority considered a report in respect of the appointment of a Combined Authority representative on the West Yorkshire & York Investment Committee to replace Councillor James Alexander.

Members confirmed they would welcome the regular attendance and contribution of the Chair of the Transport Committee at meetings of the Combined Authority to facilitate the integration of the transport agenda.

**Resolved :**

- (i) That the appointment by York City Council of Councillor Dafydd Williams as a member of the West Yorkshire Combined Authority with effect from 13 January 2015 be noted.
- (ii) That Councillor Dafydd Williams be appointed as a replacement for Councillor James Alexander on the West Yorkshire & York Investment Committee.

**101. Leeds City Region Growth Deal Delivery**

The Combined Authority considered a report providing an update on preparations for delivery of the Growth Deal and the West Yorkshire plus Transport Fund.

It was reported that the Leeds City Region LEP had agreed an expansion to the Growth Deal with the Government which would see an extra £54.6m invested in Leeds City Region between 2016 and 2021. This further settlement was additional to the £572.9m of funding committed by the Government on 7 July 2014. Over the lifetime of its Deal (2015-2021), the LEP estimates that up to 10,000 new jobs could be created and 2,000 new homes built, with the potential to generate £640m of public and private investment.

The additional funding would provide for projects including:-

- A Housing and Regeneration Programme
- An enhanced Business Grants Programme
- Innovation and Enterprise Centres at Universities
- A Decentralised Energy Investment Programme

In welcoming the expansion of the Growth Deal, Members commented that this was a further demonstration of the Government's confidence in Leeds City Region as an economic powerhouse capable of generating economic growth throughout the North and the investment would enable the Combined Authority to deliver the ambition set out in the Strategic Economic Plan.

In this respect, the Combined Authority noted that it was a year since the SEP had been agreed and that it was important that it be re-visited and updated as necessary.

### **Growth Deal and West Yorkshire plus Transport Fund Dashboards**

Members considered the dashboards appended to the submitted report which summarised the progress towards delivery of each of the projects and programmes for which funding had been awarded through the Growth Deal or the West Yorkshire Plus Transport Fund.

It was noted that the West Yorkshire and York Investment Committee had accepted the re-profiled BioVale proposal from the sponsor and that the project could now move forward to the next stage.

Comment was also made that the Leaders Board had approved four skills capital projects in the 2015/16 round totalling £17m+ to provide investment in further education colleges and training providers that would support a number of employment sectors.

With regard to the West Yorkshire Plus Transport Fund, members welcomed that the following projects were programmed to be on site and delivered during the next financial year and demonstrated that the Authority was able to deliver projects on time and within budget:-

- Wakefield Eastern Relief Road
- Aire Valley Park and Ride
- York northern outer ring road enhancements
- A629 (Halifax) junction improvements
- Rail station car park extensions

**Resolved:** That the progress made in taking forward the project and programmes within the Strategic Economic Plan be welcomed and that officers be thanked for their hard work in securing a further expansion of Growth Deal funding.

### **102. Business Plan and Budget 2015/16**

The Combined Authority considered a report:

- setting out the outline business plan for the West Yorkshire Combined Authority for 2015/16;

- seeking approval to the proposed revenue budget and transport levy for 2015/16, the indicative three year capital programme and the treasury management statement;
- to consider further work required to develop the medium term financial strategy during the coming year.

### Business Plan

The Business Plan, which was appended to the submitted report, highlighted a number of key actions, including agreeing and implementing the proposed devolution deal, moving to the delivery phase of the Growth Deal and West Yorkshire plus Transport Fund and supporting the work on HS2/HS3 through Transport for the North.

### Revenue Budget 2015/16

Members were asked to consider the revenue budget and transport levy for 2015/16. In this respect the Authority were advised that the proposed budget allowed for the continuation of current activities and was to be funded by a freeze in the transport levy (other than the small increase previously agreed for the West Yorkshire plus Transport Fund) and the use of £1m of the Authority's reserves. It was noted that from 1 April 2015, the LEP budget, which had previously been overseen by the Leaders Board, would be transferred to the WYCA.

The Combined Authority noted the valuable contribution which the Budget Working Group had made in setting the budget for 2015/16 and endorsed the Group continuing to meet to focus on wider financial integration and carry out work to achieve budget savings/cuts/efficiencies, ensure collaborative working and carry out a review of the reserves and treasury management policies in order to ensure a robust medium term financial strategy was in place for 2016/17 that supported the full aspirations of the Combined Authority.

### **Resolved:**

- (i) That the revised budget for 2014/15 and the proposed budget for 2015/16 for the WYCA be approved.
- (ii) That the indicative capital programme for 2015/16 - 2017/18 be approved.
- (iii) That the Transport Committee be delegated to approve individual schemes within the integrated transport block of the 2015/16 capital programme up to a maximum cost of £3m.
- (iv) That in accordance with the powers contained in the Local Government Finance Act 1988 (as amended) and by virtue of article 9(6) of the West Yorkshire Combined Authority Order and the Transport Levying Bodies

Regulations 1992 (as amended) a levy of £107m be determined for the year ended 31 March 2016.

- (v) That the Chief Financial Officer be authorised to issue the levy letter in respect of the financial year ending 31 March 2016 to the five District Councils in West Yorkshire.
- (vi) That a payment of £5.519m be made to the District Councils in accordance with Table 5 of the submitted report.
- (vii) That in principle approval be given to the transfer of staff working for the inward investment function of Leeds and Partners and those working within the Regional Economic and Investment Unit to the LEP function, pending receipt of detailed plans and funding from the LEP Board to be considered by the WYCA at a future meeting.
- (viii) That the Chief Financial officer be authorised to arrange appropriate funding for all expenditure in 2014/15 and 2015/16, subject to statutory limitation.
- (ix) That the adoption of the CIPFA Code of Practice for Treasury Management in Public Services be reaffirmed.
- (x) That the treasury management policy, as set out in Appendix D of the submitted report, be approved.
- (xi) That the prudential limits for the next three years, as set out in Appendix D of the submitted report, be adopted.
- (xii) That the Budget Working Group be modified to a Finance Working Group and oversee the work set out in paragraphs 2.62 to 2.64 of the submitted report.

### **103. Devolution**

The Combined Authority was given a verbal update by Councillors Box and Wakefield in respect of the current position regarding a devolution agreement for the Leeds City Region.

Members reiterated their disappointment and frustration that a devolution agreement had not yet been reached despite both Manchester and Sheffield concluding their deals some time ago. They made reference to the successful expansion of the Growth Deal reflected the confidence of government in the City Region to deliver. It was further emphasised that, being mindful of the forthcoming General Election and the period of purdah, it was vital that moves were made to finalise the first stage of the West Yorkshire and Leeds City Region deal as quickly as possible and to start lobbying local politicians and securing the support of local businesses.

**Resolved:**

- (i) That the current situation regarding devolution for the North be noted.
- (ii) That Councillors Box and Wakefield and Roger Marsh write a joint letter to the Prime Minister to seek his assistance in swiftly securing agreement of the first stage of the devolution deal.

**104. Single Transport Plan**

The Combined Authority considered a report informing members of work to develop the Single Transport Plan and seeking further strategic input to the development of the Single Transport Plan.

A working draft of the Plan was appended to the submitted report.

The Combined Authority were advised that workshops had been held involving the Transport Committee and Portfolio Holders, following which five core principles of the Single Transport Plan were proposed:-

- One system, realising the benefits of HS2/HS3
- Place making
- Smart futures
- Effective use of resources to connect rural areas
- Effective asset management

Consultation on the Plan would take place during spring/summer 2015 with a view to the Combined Authority signing off the final Plan prior to publication in summer 2015.

**Resolved:** That development of the Single Transport Plan on the basis of the core principles be approved, with a view to commencing consultation with the public and stakeholders.

**105. Leeds City Region Governance Arrangements**

The Combined Authority considered a report setting out proposals to dissolve the Leeds City Region Leaders' Board, to appoint a new Leeds City Region (LCR) Partnership Committee and delegate authority to the Head of Economic Strategy and the Secretary and Solicitor in relation to related matters.

It was reported that, following endorsement by the Leeds City Region Leaders' Board to dissolve the current LCR Leaders' Board Joint Committee, it was proposed to appoint an advisory committee to the Combined Authority that would include co-opted members from non-WYCA Authority Leaders. The new committee would be called the Leeds City Region Partnership Committee and would reinforce the role of



the Combined Authority at the heart of the city region with a clear role to ensure delivery with the LEP.

It was proposed that, for the purposes of streamlining the new arrangements, the Head of Economic Strategy and LEP Director be given delegated authority to implement the recommendations of the new committee.

**Resolved:**

- (i) That a Leeds City Region Partnership Committee be established from 1 April 2015, with the terms of reference set out in the Appendix A to the submitted report, and with a quorum of 6.
- (ii) That in accordance with S17 Local Government and Housing Act 1989 the following members of the WYCA be appointed as voting members of the LCR Partnership Committee:
  - Cllr David Green
  - Cllr Tim Swift
  - Cllr David Sheard
  - Cllr Keith Wakefield
  - Cllr Peter Box
  - Cllr Daffyd Williams
- (iii) That the following be co-opted as voting members of the LCR Partnership Committee:
  - The Leader of Barnsley MDC
  - The Leader of Craven DC
  - The Leader of Harrogate BC
  - The Leader of North Yorkshire CC
  - The Leader of Selby DC
- (iv) That a substitute member be appointed for each of the 5 co-opted members, each substitute being that person notified to the Secretary and Solicitor of the WYCA from time to time, by the Monitoring Officer of the Authority of which the co-optee is an Elected Member.
- (v) That Councillor Box be appointed as Chair of the LCR Partnership Committee.
- (vi) That any decision of the Leaders' Board (or officers exercising delegated authority from the Leaders' Board) relating to any matter in respect of which the WYCA will be the accountable body, be endorsed.

(vii) That:-

- the Head of Economic Strategy, in consultation with the S73 Chief Financial Officer, (and further to discussion with the S151 Chief Finance Officer of Leeds City Council), be authorised to agree which contracts and other assets should transfer to the WYCA and which should remain with Leeds City Council, and
- the Secretary and Solicitor of the WYCA be authorised to take such steps as may be required to effect any such transfer, novation or assignment.

(viii) That the delegated authority of the Head of Economic Strategy be amended as set out in Appendix B of the submitted report.

#### **106. Feedback From Combined Authority Spokespersons Representing The WYCA On External Bodies**

Councillor James Lewis (Chair of the WYCA's Transport Committee) provided feedback to members on external meetings at which he had represented the WYCA in recent weeks.

##### Transport for the North – 12 January 2015

Councillor Lewis advised that it had been the first meeting of Transport for the North which had been established to oversee the development of a Transport Strategy and Programme for the North involving the 5 northern City Regions plus Hull, the DfT, HS2, Network Rail and the Highways Agency.

A regional reference group had also been established to involve the wider northern authorities and LEAs, a meeting of which had also taken place on the same day.

Councillor Lewis advised of the TFN work programme and workstreams which were progressing with a view to producing an interim report in March 2015. He explained that the work would focus on city-city journeys across the north, building on local strategies to set out the economic case for additional rail investment in the north. He highlighted the workstreams which the Combined Authority was leading on including City Region Connectivity, Integrated Transport Services and Multi-Modal Smart Integrated Ticketing.

##### Rail North Leaders' Forum – 20 January 2015

Councillor Lewis advised that the Forum had discussed governance progress, including the Partnership with the DfT, as well as the emerging franchise specifications for the next Northern and Transpennine rail franchises.

He informed members that a Partnership Agreement with DfT was being developed and would be in place by March 2015. The franchise specification was expected to

be published in the near future and Councillor Lewis expressed the importance of the need to continue to press the case for a transformational package of improvements, including modern facilities at rail stations and significant investment in rolling stock.

**107. Public Engagement**

The Combined Authority considered ways in which it was able to engage with members of the public.

Members expressed the view that it was important to the success and aspirations of the Combined Authority that the public were aware of its work, its role in securing regional economic growth and the provision of local transport services by providing a clear and concise Manifesto.

Members discussed other ways in which engagement could take place, including reporting back to Councils, public consultation, social media and live streaming of meetings. It was also suggested that the Authority's achievements, including the successful delivery of projects, be given maximum publicity.

**Resolved:** That a Manifesto be produced for public distribution and that the options suggested by the Combined Authority be further explored.

**108. Minutes of the Meeting of the Overview and Scrutiny Committee held on 25 November 2014**

**Resolved:** That the minutes of the meeting of the Overview and Scrutiny Committee held on 25 November 2014 be noted.

**109. Minutes of the Meeting of the Investment Committee held on 28 November 2014**

**Resolved:** That the minutes of the meeting of the Investment Committee held on 28 November 2014 be noted.

**110. Minutes of the Meeting of the Transport Committee held on 5 December 2014**

**Resolved:** That the minutes of the meeting of the Transport Committee held on 5 December 2014 be noted.

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# Minutes

## Full Authority

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Date: 20 February 2015

Time: 10.30 a.m.

Venue: Fire and Rescue Service Headquarters, Birkenshaw

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Present: Councillor J Hughes (in the chair), Akthar, Austin, Cummins, Dodds, Harrand, Holmes, Hussain, Middleton, Pillai, Renshaw, Shaw, Smith, Taylor, Thornton, Townsley, Wallis and Wilkinson

In Attendance: None

Apologies: Councillors C Burke and R Grahame

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### **60 Membership of the Authority and appointments to Committees 2014 - 15**

The Chief Legal and Governance Officer submitted a report which advised of a change in membership of the Fire Authority in respect of representation from Leeds City Council as follows;

- Councillor Jonathan Pryor (Labour) to replace Councillor Ted Hanley (Labour)

The change in membership took effect at midnight on Sunday 15 February 2015. Members were asked to confirm appointments to the relevant committees in respect of the vacancy following the resignation of Councillor Ted Hanley.

#### **RESOLVED**

- a) That the change in membership of the Authority be noted; and
- b) That Councillor Jonathan Pryor be appointed to the following Committees for the remainder of 2014 – 15

Human Resources Committee  
Community Safety Committee

## **61 Admission of the public**

The meeting determined that there were no items which required the exclusion of the public and press.

## **62 Urgent items**

None.

## **63 Declarations of interest**

There were no declarations of disclosable pecuniary interest in any matter under discussion at the meeting.

## **64 Minutes of the last meeting**

### **RESOLVED**

That the Minutes of the Authority at a meeting held on 19 December 2014 be signed by the Chair as a correct record.

## **65 Minutes of the Human Resources Committee**

### **RESOLVED**

That the Minutes of the Human Resources Committee at a meeting held on 23 January 2015 be received.

## **66 Minutes of the Finance and Resources Committee**

### **RESOLVED**

That the Minutes of the Finance and Resources Committee at a meeting held on 30 January 2015 be received.

## **67 Minutes of the Audit Committee**

### **RESOLVED**

That the Minutes of the Audit Committee at a meeting held on 6 February 2015 be received.

## **68 Minutes of the Community Safety Committee**

### **RESOLVED**

That the Minutes of the Community Safety Committee at a meeting held on 13 February 2015 be received.

## **69 Minutes of the Local Government Association**

### **RESOLVED**

That the Minutes of the Fire Service Management Committee at a meeting held on 12 December 2014 be noted.

## **70 Minutes of the West Yorkshire Police and Crime Commissioner's Partnership Executive Group**

### **RESOLVED**

- a) That the Minutes of the West Yorkshire Police and Crime Commissioner's Partnership Executive Group (WYPCCPEG) at a meeting held on 5 September be noted;
- b) That the Minutes of the West Yorkshire Police and Crime Commissioner's Partnership Executive Group at a meeting held on 5 December 2014 be noted; and
- c) That Members' concern at the delay in publication of the Minutes from the WYPCCPEG be conveyed to the Police and Crime Commissioner's office.

## **71 Establishment and appointments to the Local Pension Board**

Consideration was given to a report of the Chief Legal and Governance Officer which sought to formally establish the Local Pension Board for the West Yorkshire Fire and Rescue Authority.

Members of the Human Resources Committee had made recommendations about the constitution and Terms of Reference for the Board but, since that date of that meeting, further information had been received from Communities and Local Government and a revised Terms of Reference was attached to the report now submitted for consideration and approval.

The Authority was statutorily required to have a Local Pension Board in place by 1 April 2015.

### **RESOLVED**

- a) That the recommendation from the Human Resources Committee about the constitution of the Local Pension Board be amended and that the West Yorkshire Fire and Rescue Authority Local Pension Board be established with effect from 1 April 2015 and comprise;
  - 2 x employee-side representatives
  - 2 x employer-side representatives (elected Members)
  - Non-voting Officer adviser(s) as appropriate
- b) That the Terms of Reference for the Local Pension Board, as amended in respect of a) above, (attached at Annex A to the report now submitted), be approved for inclusion in the Authority's Constitution document; and
- c) That the employer-side representatives for the municipal year 2014 - 15 be Councillors Gill Thornton and Peter Harrand.

## 72 Programme of Meetings 2015 / 2016

The Chief Legal and Governance Officer submitted a report which sought approval for the programme of meetings for 2015 / 2016.

### RESOLVED

That the programme of meetings 2015 / 2016 be approved as follows;

FRIDAY HUMAN RESOURCES COMMITTEE	FRIDAY FINANCE & RESOURCES COMMITTEE	FRIDAY AUDIT COMMITTEE	FRIDAY COMMUNITY SAFETY COMMITTEE	FRIDAY AUTHORITY
10 July 2015	17 July 2015	(25.6.15)	24 July 2015	11 Sept 2015
25 Sept 2015	23 Oct 2015	18 Sept 2015	30 Oct 2015	18 Dec 2015
4 Dec 2015	29 Jan 2016	5 Feb 2016	22 Jan 2016	19 Feb 2016
26 Feb 2016	22 April 2016	15 April 2016 23 June 2016 (Thursday)	8 April 2016	24 June 2016 (AGM)

*\*The Local Pension Board to meet on a six-monthly basis in July and January at the convenience of the Board's membership*

## 73 Service Plan 2015 – 2020 and Action Plan 2015 – 2016

Members considered a report submitted jointly by the Deputy Chief Fire Officer and the Chief Legal and Governance Officer which sought approval for the publication of the Service Plan 2015 – 2020 and Action Plan 2015 – 2016.

The Plan outlined the ambition, aim, priorities and objectives of the Authority with an action plan produced on an annual basis. Members were advised that, once approved, the Service Plan 2015 – 2020 would be available electronically for the first time (as demonstrated to Members at the December 2014 meeting) with fully interactive animation. A summary would be available in hard copy at all fire stations and other West Yorkshire Fire and Rescue premises.

The Action Plan for 2015 – 16 incorporated actions from the Integrated Risk Management Plan (IRMP) and associated service delivery actions and had been included as an annex to the report now submitted.

### RESOLVED

- a) That approval be given to the publication of the Service Plan 2015 – 2020;
- b) That the Service Plan Action Plan 2015 – 16 be approved; and



- c) That, in response to a disappointingly low response from external consultees, the constituent Councils and the West Yorkshire Police and Crime Commissioner's Partnership Executive Group be formally requested to include the annual Service Plan Action Plan on an appropriate agenda.

## **74 Pay Policy Statement 2015 – 2016**

In accordance with the provisions of the Localism Act 2011, Members considered a report of the Director of Service Support which sought approval for the Authority's Pay Policy Statement 2015 – 16.

### **RESOLVED**

That the Pay Policy Statement 2015 – 2016 be approved.

## **75 Treasury Management Strategy 2015 – 2016**

The Chief Finance and Procurement Officer submitted a report which sought approval for the Treasury Management Strategy 2015 – 2016 including the investment and borrowing strategies, the provision for debt repayment and treasury management indicators and as required by the Department of Communities and Local Government and the CIPFA Code of Practice.

It was reported that the following proposed changes had been made to the 2014 – 2015 Strategy;

- Increase in investment period to 364 days (to give greater flexibility)
- Increase in level of approved investment in money market funds to an overall £24m (£6m per fund)

Members were advised that the Strategy had been recommended for approval by the Authority's Finance and Resources Committee.

A concern was raised by Councillor Holmes about the proposed increase to the investment period given that it had been confirmed at the Finance and Resources Committee that this facility was very unlikely to be used.

### **RESOLVED**

- a) That the investment strategy detailed at section 2.3 and Appendix A be approved;
- b) That approval be given to the the borrowing strategy outlined in section 2.4 of the report;
- c) That the policy for the provision of repayment of debt be approved as outlined in Appendix C of the report; and
- d) That the treasury management indicators (Appendix D) be approved.

## **76 Draft Capital Investment Plan, Draft Revenue Budget and Medium Term Financial Plan**

Members considered a joint report of the Chief Fire Officer / Chief Executive, the Chief Finance and Procurement Officer and the Chief Legal and Governance Officer which presented detail of the proposed draft revenue budget for 2015 – 2016 together with the four-year medium term financial plan and capital programme. The report also provided a Positive Assurance Statement in respect of the robustness of budget estimates and the adequacy of reserves and balances as required by the Local Government Act 2003.

The report covered the following main issues;

- 5-year capital investment plan totalling £35.39m
- Prudential indicators to demonstrate the capital plan was affordable and sustainable
- A standstill budget of £85.493m
- The Local Government finance settlement showing total income of £45.809m – a reduction of £4.6m from 2014 – 15
- Details of the council tax base of the five District Councils
- Proposed savings of £4.034m to deliver a balanced budget, and
- Options for the 2015 – 16 precept

Councillor Hughes proposed that the precept be increased by 1.99% in 2015 – 16. The proposal was seconded by Councillor Smith.

Councillor Harrand moved an amendment to the proposal. The amendment was seconded by Councillor Townsley and recommended a precept freeze.

A recorded vote on the amendment was requested by Councillor Harrand when the following results were recorded;

Councillors P Harrand, L Holmes, Middleton, Pillai, Shaw, Taylor, Townsley and Wilkinson voted in favour of the amendment.

Councillors Akthar, Austin, Cummins, Dodds, Jughes, Hussain, Renshaw, Smith, Thornton and Wallis voted against the amendment.

The amendment was declared lost and it was,

## **RESOLVED**

- a) That approval be given to the Prudential Indicators in respect of;
  1. the capital financing requirement as set out in the table at paragraph 3.2;
  2. the level of External Debt also set out in paragraph 3.2;
  3. the Authorised limit for external debt as set out in paragraph 3.4.1; and
  4. the Operational Boundary for external debt also set out in paragraph 3.4.1
- b) Having considered the recommendations of the Chief Fire Officer / Chief Executive and the Chief Finance and Procurement Officer on service delivery and related budget requirements and, having taken account of the views of the consultees and acting in accordance with the requirements of the Local Government Finance Act 1992 (as amended) (“the Act”) and, having approved a capital expenditure programme for the financial year 2015 / 2016 of £15.686m and, having calculated its basic amount of council tax for the year by dividing its council tax requirement by its council tax bases, which the Authority notes have been determined by the District Councils, are as follows for the financial year 2015 / 2016.

<b>Tax Base</b>	<b>2015 / 2016</b>
Bradford	130,280.00
Calderdale	58,325.71
Kirklees	111,253.37
Leeds	213,814.70
Wakefield	91,676.00

c) The Authority calculates its council tax requirements under Sections 40 to 47 of the Act for the financial year 2015 / 2016 as the aggregate of the following;

1. The Authority calculates the aggregate of (A)

- £81,862,000      The expenditure the Authority estimates it will incur in the year in performing its functions and will charge to the revenue account for the year in accordance with proper practices.
- £0,0              The allowance as the Authority estimates will be appropriate for contingencies in relation to amounts to be charged or credited to the revenue account for the year in accordance with proper practice.
- £289,000        The financial reserves which the Authority estimates it will be appropriate to raise in-year for meeting estimated future expenditure
- £0,0              Financial reserves as are sufficient to meet so much of the amount estimated by the Authority to be a revenue account deficit for any earlier financial year as has not been provided for.

2. The Authority calculates the aggregate of (B)

- £46,712,593      The income which it estimates that will accrue to it in the year and which it will credit to a revenue account for the year in accordance with proper practices other than income which it estimates will accrue to it in respect of any precept issued by it to be.
- £0,0              The amount of financial reserves which the Authority estimates that it will use in order to provide for the items mentioned.

### 3. Council Tax Requirement

- £35,438,407

The aggregate calculated under subsection 42a(2) (aggregate of A) of the Act exceeds the amount calculated under subsection 42s(3) (aggregate of B) which is calculated to be the council tax requirement for the year.

### 4. Basic amount of council tax

- £58.54

The Authority calculates its basic amount of council tax by dividing the council tax requirement by the council tax base. The council tax requirement is £0,0 and the council tax base is £0,0 which is equal to £0,0 at Band D. This calculation meets the requirement under S42B of the Act.

d) The Authority calculates the Council Tax sums pursuant to Section 47 of the Act as follows:

Band A	39.03
Band B	45.53
Band C	52.04
Band D	58.54
Band E	71.55
Band F	84.56
Band G	97.57
Band H	117.08

e) The Authority calculates the resultant precept amounts payable by each constituent District Council pursuant to Section 48 of the Act as follows:

Bradford	£ 7,626,856
Calderdale	£ 3,414,506
Kirklees	£ 6,512,999
Leeds	£ 12,517,147
Wakefield	£ 5,366,899
	£ 35,438,407

- f) That the precept for each constituent District Council, as calculated and set out at e) above, be issued to them pursuant to Section 40 of the Act.

## **77 National Operational Guidance Programme (NOGP)**

Consideration was given to a report of the Director of Service Delivery which provided information regarding the National Operational Guidance Programme (NOGP) and sought approval for proposed expenditure of £25k per annum to contribute towards its continued funding.

NOGP aimed to replace existing operational doctrine in a structured manner through a partnership approach which would remove outdated guidance, duplication and conflict between policy areas whilst supporting interoperability between Brigades.

Part 1 of the programme had been completed with funding from the London Fire and Emergency Planning Authority and it was proposed that Part 2 would be funded by a £1m grant from Communities and Local Government with financial support from each national Fire and Rescue Authority on a population-driven scale. West Yorkshire Fire and Rescue Authority would be required to contribute £25k per annum over the 3-year life span of the programme. Members were advised that this level of funding would be met from within existing budgetary provision.

### **RESOLVED**

That the proposed expenditure of £25k p.a. be approved to provide funding for Part 2 of the National Operational Guidance Programme.

## **78 Performance Management Report**

Members received a report of the Chief Legal and Governance Officer which advised of the Authority's performance against key performance indicators for the period 1 April to 31 December 2014.

Members commented on the following issues;

- progress with reducing attacks on firefighters / violence at work
- recent chip pan fires
- operational risk visits (ORV) performance and reducing targets
- trends related to incidents of arson

### **RESOLVED**

That the report be noted.

## **79 Service Plan - Action Plan 2014 – 15 update**

The Chief Legal and Governance Officer submitted a report which updated Members of the progress on the Service Plan Action Plan 2014 – 15.

### **RESOLVED**

That progress on the Service Plan Action Plan 2014 – 15 be noted.

Chair

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## West Yorkshire Police and Crime Panel

### Draft Minutes

6<sup>th</sup> February 2015, Wakefield Suite, Wakefield One

<b>PRESENT:</b>	Councillor Lowe (Chair)	- Leeds City Council
	Councillor Walls	- Bradford Council
	Councillor Lal	- Bradford Council
	Councillor Thompson	- Calderdale Council
	Councillor Ahmed	- Kirklees MBC
	Councillor Scott	- Kirklees MBC
	Councillor Carter	- Leeds City Council
	Councillor Iqbal	- Leeds City Council
	Councillor Wassell	- City of Wakefield MDC
	Jo Sykes	- Independent
	Roger Grasby	- Independent
<b>IN ATTENDANCE:</b>	Samantha Wilkinson	- City of Wakefield MDC
	Emma Duckett	- City of Wakefield MDC
	Clare Elliott	- City of Wakefield MDC
	Liz Ogden	- City of Wakefield MDC
	Stuart McKinnon-Evans	- Bradford Council
	Ian Day	- Bradford Council

#### 1. Apologies for Absence

- 1.1 Apologies were noted from Councillor Ann Martin (Calderdale).

#### 2. Members' Declaration of Interest

There were no interests declared.

#### 3. Panel Membership

- 3.1 Panel endorsed Bradford's nomination of Councillor Khadim Hussain as Bradford's Local Authority Co-opted Member on the Panel.
- 3.2 It was noted that Councillor Celia Loughran has resigned from the Panel. Panel agreed to thank Celia for her work on the Panel this year.

#### 4. PCC Precept Proposal 205/16

- 4.1 The Police and Crime Commissioner presented his proposed precept to the Panel.

- 4.3 The Panel asked the Commissioner a series of questions which related to his precept proposal, the budget assumptions which underpinned it and his future financial plans.
- 4.4 The questions covered:
- 4.4.1 What targets are in place to ensure that West Yorkshire maximises its income in terms of the centrally available funds such as the Home Office Innovation Fund.
  - 4.4.2 Is the proposed level of inflation appropriate in the current climate and what flexibility do the Police have in terms of ensuring they obtain the best deals for energy and fuel supply.
  - 4.4.3 The legitimacy and adequacy of the 'Community Conversation' survey.
  - 4.4.4 How the Force Transformation Fund will help to deliver savings and improved service delivery.
  - 4.4.5 The need to ensure that spending from the Force Transformation Fund delivers to ensure that business cases were robust and linked to improved outcomes.

## **5. Panel Response to Precept Proposal**

### **5.1 RESOLVED**

The Panel, through its discussion with the Commissioner on February 6th, agreed to endorse the proposal to increase the Council Tax by 1.99% on the basis that the Police and Crime Commissioner would:

- 5.5.1 Ensure that the recruitment of a further 82 police officers reflects the diversity of West Yorkshire and that the Commissioner reports back to Panel on 6th March on the current position and what is being done to improve representation.
- 5.5.2 Provide Panel with assurances that there is a clear longer-term workforce strategy in place on the shape and size of frontline policing in West Yorkshire, covering the staffing mix of the Force and physical presence in communities.
- 5.5.3 Provide Panel with assurances that there is a clear longer-term estates strategy in place which maximises the value and use of land and property assets, including identifying and delivering opportunities for co-location with partners.
- 5.5.4 Improve the statistical validity of the 'Community conversation' consultation and consult the Panel regarding the development of the 2015 survey. The survey should also include a question to establish if the respondent is responsible for the payment of council tax.



- 5.5.5 Increase ambition to maximise Home Office innovation funding to a level over and above the top-sliced contribution that West Yorkshire makes reflecting the significant talent within West Yorkshire Police.
- 5.5.6 Ensure that a robust evaluation of the first year of transformation funding is undertaken which includes the development of an exit strategy for any projects that are not delivering adequate return on investment and to further ensure that there is a much more thorough process to guarantee that business cases for the second year of the fund are robust and linked to improved outcomes.
- 5.6 Panel agreed to publish a report outlining their recommendations to the Commissioner before 8th February.
- 6. Any Other Business**
- 6.1 There was no other business raised.
- 7. Date and Time of Next Meeting**
- 7.1 The next Police and Crime Panel meeting will take place on 6 March 2015 at 10am.

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## COUNCIL MEETING – 1<sup>st</sup> APRIL 2015

NOTICE OF:	Reference No:	Date Received:
Back Bench Community Concern	CC1	19/3/2015

Submitted by: Cllr Angela Gabriel  
 List of supplementary speakers: Cllr Asghar Khan

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The need for high quality planning enforcement and building control.

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### For Group Office completion

Executive Member/Chair: Executive Member for Neighbourhoods, Planning and Personnel  
 Relevant Director: Director of City Development

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### Deadlines for submission

White Papers	- *10.00 am on the day before the issue of the Summons
Back Bench Community Concerns	- *10.00 am on the day before the issue of the Summons
Questions	- 10.00 am on Monday prior to meeting
Amendments (including references back)	- 10.00 am on the day before the meeting

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)

\*Usually the Monday of the week prior to a Wednesday meeting.

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**COUNCIL MEETING – 1<sup>st</sup> APRIL 2015**

NOTICE OF:	Reference No:	Date Received:
Back Bench Community Concern	CC2	19/3/2015

Submitted by: Cllr Jim McKenna  
List of supplementary speakers: Cllr Alison Lowe

Heritage Bid at 2 Branch Road, Armley

**For Group Office completion**

Executive Member/Chair: Executive Member for Transport and the Economy  
Relevant Director: Director of City Development

**Deadlines for submission**

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**COUNCIL MEETING – 1 April 2015**

NOTICE OF:  Back Bench Community Concern	Reference No:	Date Received:
	BBCC3	23/04/2015

Submitted by: Councillor Gerald Wilkinson  
List of supplementary speakers (if any)

Overnight parking of HGV's in and around Wetherby.

Councillor Gerald Wilkinson

**For Democratic Services completion**

Executive Member/Chair:	Executive Member for Transport and the Economy
Relevant Director	Director of City Development

**Deadlines for submission**

White Papers	- *10.00 am on the day before the issue of the Summons
Back Bench Community Concerns	- *10.00 am on the day before the issue of the Summons
Questions	- 10.00 am on Monday prior to meeting
Amendments (including references back)	- 1.30 pm on Tuesday prior to meeting

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\*Usually the Monday of the week prior to a Wednesday meeting.

**Distribution:** Lord Mayor, Group Leaders, Whips, Deputy Leader, Executive Councillors, Chief Executive, Assistant Chief Executive (Corporate Strategy and Customer Access), City Solicitor, Director of Resources, Relevant Chair and Director.

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**COUNCIL MEETING – 1<sup>st</sup> APRIL 2015**

NOTICE OF:	Reference No:	Date Received:
Back Bench Community Concern	BBCC4	20/3/15

Submitted by: Cllr Chris Townsley  
List of supplementary speakers

To raise issues regarding parking at Horsforth rail station.

**For Democratic Services completion**

Executive Member/Chair: Transport and the Economy  
Relevant Director

**Deadlines for submission**

White Papers	- *10.00 am on the day before the issue of the Summons
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**COUNCIL MEETING – 1<sup>st</sup> APRIL 2015**

NOTICE OF:	Reference No:	Date Received:
Back Bench Community Concern	BBCC5	23 <sup>rd</sup> March 2015

Submitted by: Cllr Ann Blackburn  
List of supplementary speakers

“Parking on pavements and grass verges.”

**For Group Office completion**

Executive Member/Chair: Executive Member for Cleaner, Stronger and Safer Communities  
Relevant Director: Directors of City Development / Environment and Housing

**Deadlines for submission**

White Papers	- *10.00 am on the day before the issue of the Summons
Back Bench Community Concerns	- *10.00 am on the day before the issue of the Summons
Questions	- 10.00 am on Monday prior to meeting
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## COUNCIL MEETING – 1<sup>st</sup> APRIL 2015

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP1	23/03/15	24/03/15

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Submitted by:	Councillor Andrew Carter
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (Neighbourhoods, Planning and Personnel)
Relevant Director	Director of City Development

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Following the most recent Office of National Statistics (ONS) household projections for Leeds, this Council believes that the case for reducing Leeds' 70,000 housing target is now even stronger.

This Council therefore instructs officers from the planning department to begin work on reviewing the proposed housing number for Leeds immediately.

This Council notes the recent success achieved by campaigners opposing the Kirklees Knoll planning application in Farsley. Council welcomes the Government's decision to refuse this application as a clear sign that Greenbelt or Greenfield locations should only be proposed when there are no other options available.

Councillor Andrew Carter

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### Deadlines for submission

- White Papers - 10.00 am on the day before the issue of the Summons
  - Questions - 10.00 am on Monday before the meeting
  - Amendments - 10.00 am on the day before the meeting
- (including references back)

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## COUNCIL MEETING – 1<sup>st</sup> APRIL 2015

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP2	20/3/15	23/3/15

Submitted by:	Councillor Judith Blake
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (Children and Families)
Relevant Director	Director of Children's Services

This Council is proud to put children, young people and families at the heart of our growth strategy for the city.

Council commends the progress made for the most vulnerable children in Leeds through the child friendly city ambition, in spite of the damaging policies of the coalition Government and exceptionally challenging financial context. Progress evidenced by: a safe, appropriate reduction in the number of children and young people in care; a significant rise in young people in education employment and training; and our best ever school attendance figures.

Council recognises the unfair disproportionate burden young people have had to bear from the recent financial crisis.

Council calls on the next Government to make a genuine commitment to improving outcomes for all children and young people and put in place meaningful policies to address the poverty, debt, unemployment and mental health challenges that have blighted too many young people growing up in the UK over the past five years.

Council calls on the new Government to: invest properly in early intervention, further and higher education, training, employment and accessible transport for young people; demonstrate compassion for the pressures and problems of growing up in today's society; and devolve more freedom to local services so that those working directly with our young people have the powers and permissions they need to make a difference.

Council believes that these measures will start to undo the damage that has been caused over the past five years and ensure that future generations do not suffer from the same massive burden of failing Government austerity measures with regard to young people.

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### Deadlines for submission

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Questions	- 10.00 am on Monday before the meeting
Amendments (including references back)	- 10.00 am on the day before the meeting

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## COUNCIL MEETING – 1<sup>st</sup> APRIL 2015

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP3	23/3/15	24/3/15

Submitted by:	Councillor Lay
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (health and Well-being)
Relevant Director	Director of Public Health

“This council believes that it is best able to both understand and set local health priorities and calls on government to devolve the health and social care funding to Leeds City Region.”

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### Deadlines for submission

White Papers	- 10.00 am on the day before the issue of the Summons
Questions	- 10.00 am on Monday before the meeting
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