

SCRUTINY BOARD (CITIZENS AND COMMUNITIES)

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 14th September, 2015 at 10.00 am**

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

MEMBERSHIP

Councillors

B Anderson (Chair)	Adel and Wharfedale;
A Blackburn	Farnley and Wortley;
C Campbell	Otley and Yeadon;
Mrs A Carter	Calverley and Farsley;
R Grahame	Burmantofts and Richmond Hill;
M Harland	Kippax and Methley;
G Hyde	Killingbeck and Seacroft;
J Illingworth	Kirkstall;
K Maqsood	Gipton and Harehills;
M Robinson	Harewood;
K Wakefield	Kippax and Methley;
N Walshaw	Headingley;

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

**Agenda compiled by:
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A G E N D A

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

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3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 27 JULY 2015</p> <p>To confirm as a correct record, the minutes of the meeting held on 27 July 2015.</p>	1 - 4
7			<p>GAMBLING ACT 2005 STATEMENT OF LICENSING POLICY</p> <p>To receive a report from the Head of Elections, Licensing and Registration inviting the Scrutiny Board to consider the draft revised policy.</p>	5 - 76
8			<p>EQUALITY IMPROVEMENT PRIORITIES 2016-2020 AND EQUALITY FRAMEWORK REACCREDITATION</p> <p>To receive a report from the Assistant Chief Executive (Citizens and Communities) on the Equality Framework Reaccreditation and inviting the Scrutiny Board to consider the draft Equality Improvement Priorities 2016 – 2020.</p>	77 - 120

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9			<p>CONTACT CENTRE PERFORMANCE</p> <p>To receive a report from the Head of Customer Contact (Contact Centre) presenting an update on contact centre performance and the centres of excellence model.</p>	121 - 128
10			<p>SUMMER BUDGET WELFARE REFORMS</p> <p>To receive a report from the Assistant Chief Executive (Citizens and Communities) on the welfare reforms announced in the Government's Summer Budget and the implications for the Council.</p>	129 - 138
11			<p>SCRUTINY REVIEWS - DRAFT TERMS OF REFERENCE</p> <p>To receive a report from the Head of Scrutiny and Member Development presenting draft terms of reference for the Board's forthcoming reviews this year for consideration and approval.</p>	139 - 140
12			<p>WORK SCHEDULE</p> <p>To consider the Board's work schedule for the forthcoming municipal year.</p>	141 - 160
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 12 October 2015 at 10.00 am (pre-meeting for all Board Members at 9.30 am)</p>	

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