

SCRUTINY BOARD (CITY DEVELOPMENT) – WORK PROGRAMME 2010/11 ( LAST REVISED 27<sup>th</sup> July 2010)

APPENDIX 1

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 7<sup>th</sup> September 2010</b>		<b>Reports required by 19th August 2010</b>	
<b>Quarterly Accountability Reports</b>	To receive quarter 1 performance reports for 2010/11.	Regular quarterly performance reports.	PM
<b>Section 106 Monies</b>	To consider a report on the process for dealing with Section 106 monies and how funds from this source are obtained.	This report was scheduled for consideration at the July 2010 Board meeting but was not available and Members agreed to reschedule to today's meeting.	RP/B
<b>Variances against Departmental Budget</b>	To receive a monthly report on variances against departmental budget for 2010/11.	<p>The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.</p> <p>Members also sought advice on how scrutiny could be involved at an early stage in the budget process for 2011/2012 in order to contribute and comment on the department's priorities and areas where savings are to be made. The acting Director of City Development to report.</p>	PM

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<b>Vision Document</b>	All Scrutiny Boards to receive a formal consultation report on the new Vision aims for 2010 -2030.	It was intended to take the Leeds Strategic Plan (LSP) and Business Plan priorities at the same time as the Vision but the Government spending review has resulted in the review of these documents being delayed to the October Scrutiny meetings.	RP
<b>Grants to Voluntary Organisations</b>	To consider a report from the Acting Director of City Development on grants to voluntary organisations.	This report was requested in July 2010 and the Chief Officer Libraries, Arts and Heritage will attend the Board meeting.	B
<b>Open Source Planning</b>	To receive a report from the Acting Director of City Development on open source planning.	This report is not available because the Chief Planning Officer is waiting for Government guidance to be issued on this matter. He hopes to submit this report to the meeting on 5 <sup>th</sup> October 2010.	B
<b>Meeting date: 5<sup>th</sup> October 2010</b>		<b>Reports required by 17<sup>th</sup> September 2010</b>	
<b>Marketing Leeds Update</b>	To receive an update on Marketing Leeds	Update report from Marketing Leeds and the role it plays in marketing Leeds nationally and internationally.	B

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ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Recommendation Tracking</b>	To monitor progress on meeting the recommendations agreed following an Inquiry into how planning applications are publicised & consultation undertaken.	This final inquiry report was approved in April 2010.	MSR
<b>Strategic Plan and Business Plan Documents</b>	All Scrutiny Boards to receive the Strategic and Business Plans priorities.	This is to review the proposals and priorities	RP
<b>Variances against Departmental Budget</b>	To receive a monthly report on variances against departmental budget for 2010/11.	The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.	PM
<b>Initial Report on Cemetery Maintenance</b>	To receive a report from the Acting Director of City Development	To consider a report on this matter to determine whether to undertake a formal inquiry	B/RP
<b>Meeting date: 2<sup>nd</sup> November 2010</b>		<b>Reports required by 15<sup>th</sup> October 2010</b>	
<b>West Yorkshire Local Transport Plan 2011 - 2026</b>	To consider with Metro and the City Development department the West Yorkshire Local Transport Plan for 2011 - 2026.	The plan will set a 15 year strategy supported by a 3 year implementation plans for transport investment and improvement across West Yorkshire's 5 districts. It will form part of the local delivery of the Leeds City Region Transport Strategy.	RP

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<b>Variances against Departmental Budget</b>	To receive a monthly report on variances against departmental budget for 2010/11.	The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.	PM
<b>Meeting date: 7<sup>th</sup> December 2010</b>		<b>Reports required by 19<sup>th</sup> November 2010</b>	
<b>Quarterly Accountability Reports</b>	To receive quarter 2 performance reports including questions to the Executive Board Member.	Regular quarterly performance reports.	PM
<b>Vision, LSP and Business Plan priorities</b>	All Scrutiny Boards to be engaged in the target setting process, linked to the LSP and Business Plan priorities.	Subject to new government LAA requirements not yet known.	RP
<b>Variances against Departmental Budget</b>	To receive a monthly report on variances against departmental budget for 2010/11.	The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.	PM
<b>Welcome to Yorkshire</b>	To hear a short presentation by Mr Gary Verity, Chief Executive of Welcome to Yorkshire on the work of his organisation And for Members to ask questions.	The Board in June 2010 agreed that the Chief Executive of Welcome to Yorkshire be invited to address the Board.	B

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ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 11<sup>th</sup> January 2011</b>		<b>Reports required by 17<sup>th</sup> December 2010</b>	
<b>Vision, LSP and Business Plan priorities</b>	Agree composite response to go to Executive Board.	This could be moved to the February Board meeting	RP
<b>Variances against Departmental Budget</b>	To receive a monthly report on variances against departmental budget for 2010/11.	The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.	PM
<b>Meeting date: 8th February 2011</b>		<b>Reports required by 21<sup>st</sup> January 2011</b>	
<b>Variances against Departmental Budget</b>	To receive a monthly report on variances against departmental budget for 2010/11.	The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.	PM
<b>Meeting date: 8th March 2011</b>		<b>Reports required by 18<sup>th</sup> February 2011</b>	
<b>Recommendation Tracking</b>	To monitor progress on meeting the recommendations agreed following an Inquiry into how planning applications are publicised and consultation takes place		MSR

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<b>Quarterly Accountability Reports</b>	To receive quarter 3 performance reports including questions to the Executive Board Member		PM
<b>Variances against Departmental Budget</b>	To receive a monthly report on variances against departmental budget for 2010/11.	The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.	PM
<b>Meeting date: 5<sup>th</sup> April 2011</b>			
<b>Reports required by 18<sup>th</sup> March 2011</b>			
<b>Draft Preliminary Flood Risk Assessment (PFRA)</b>	<p>To consider a draft of the PFRA which is being developed in collaboration with the Environment Agency and Yorkshire Water</p> <p>The timescales to develop this draft are short and it may be necessary to take this draft to an additional Scrutiny Board meeting in May 2011.</p>	The Environment Agency national guidance states “that Overview and Scrutiny Committees should be encouraged to carry out a review of the PFRA to ensure it meets the required quality and consistency standards prior to submission to the Environment Agency by 22 <sup>nd</sup> June 2011”.	DP/RP
<b>Annual Report</b>	To consider the Board’s contributions to the annual report.	Required under the Council’s Constitution.	

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**Key:**

CCFA / RFS –Councillor call for action / request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

**Issues Identified by this Board but not yet included in Work Programme**

1. Transport Plan C in the event that funding for the trolley bus and other schemes for the city are scrapped
2. Report on Vision for Leeds /Bradford Airport – Public Transport including taxis / road/ rail links. Want to hear from Chief Executive of the Airport & Metro

**Issues Identified by Previous Board but not Considered**

- Leisure Centres and Vision for Sport /sport centre closures
- Suggested report updating members on work to improve signage in the station area and city centre and the Civic Trust proposals.
- Suggested report on review of libraries - new technology, opening hours, greater use of mobile libraries, building maintenance.
- Concerns expressed by Members as to the lack of publicity and promotion of "gems" in the city some privately owned (Wetherby racecourse, Harewood House) and the many events like concerts, Chapeltown Carnival, St George's Day.
- Review of the Environmental Policy and EMAS.



