

SCRUTINY BOARD (CITY DEVELOPMENT) – WORK PROGRAMME 2010/11 (LAST REVISED 13.10. 2010)

APPENDIX 1

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 2<sup>nd</sup> November 2010</b>		<b>Reports required by 15<sup>th</sup> October 2010</b>	
<b>Kirkgate Market</b>	To consider draft terms of reference for an inquiry to consider the Future of Kirkgate Market	The Board on 5 <sup>th</sup> October agreed to proceed with this inquiry in view of the delays in bringing forward a draft market strategy for Kirkgate Market.	RP
<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
<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>Guidance Booklet on Section 106 and 278 Agreements</b>	To receive a guidance booklet from the Director of City Development	The Director of City Development was requested in September 2010 to provide a simple guide on the process and procedures for S106 and 278 Agreements operate to include how members are consulted and how funds are made available from these funding streams.	B

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ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<p><b>Open Source Planning</b></p>	<p>To receive a report from the Acting Director of City Development on open source planning.</p>	<p>This report is not available because the Chief Planning Officer is waiting for Government guidance to be issued on this matter. <u><i>The Chief Planning Officer hoped to report on this at this meeting but is still waiting the announcement from the Government. He has now deferred this to the December meeting.</i></u></p>	<p align="center">B</p>
<p><b>Grants to Culture and Sport Related Organisations</b></p>	<p>The Working Group to consider a further report from the Acting Director of City Development on grants to culture and sport related organisations.</p>	<p>At the Board on 5<sup>th</sup> October 2010 a Working Group was established to consider the total grants and other payments not classified as grants to these organisations, the benefits which accrue to the city from such payments to include in kind support, what representation, if any, the Council has on their management committees to protect its interests and review the payment the Council makes to West Yorkshire Grants. The Working Group to report back to this Scrutiny Board.</p>	<p align="center">B</p>
<p><b>Cemeteries and Crematoria Horticultural Maintenance</b></p>	<p>The Working Group to consider this matter further and visit Lawnswood, Harehills and Hunslet cemeteries.</p>	<p>At the Board on 5<sup>th</sup> October 2010 a Working Group was established to consider pressure on the maintenance budget for cemeteries and crematoria and the flouting of grave conditions and visit Lawnswood, Harehills and Hunslet cemeteries</p>	<p align="center">B/RP</p>

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ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<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
<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. <u><i>This has been deferred until further notice pending the outcome of the Government's spending review due to be announced on 20<sup>th</sup> October 2010</i></u>	RP

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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>Report on Leeds /Bradford Airport Public Transport including taxis / road/ rail links and future vision for the Airport</b>	To consider a joint report on public transport issues and future vision for the Airport	The Board has asked that the Director General of Metro, Chief Executive of the Airport John Parkin and Andrew Hall, Transport Strategy Manager, City Development Department attend the meeting.	RP
<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

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ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<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
<b>Quarterly Accountability Reports</b>	To receive quarter 3 performance reports including questions to the Executive Board Member		PM
<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>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

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ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<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>	<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”.</p>	DP/RP
<b>Annual Report</b>	<p>To consider the Board’s contributions to the annual report.</p>	<p>Required under the Council’s Constitution.</p>	
<b>Variances against Departmental Budget</b>	<p>To receive a monthly report on variances against departmental budget for 2010/11.</p>	<p>The Board agreed in July 2010 to receive a monthly report on variances against the departmental budget for the main vote heads.</p>	PM

**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**

- Transport Plan C in the event that funding for the trolley bus and other schemes for the city are scrapped

**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.