

SCRUTINY BOARD (CITY DEVELOPMENT) – WORK PROGRAMME 2010/11 (LAST REVISED 18.11. 2010)

APPENDIX 1

| 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>Kirkgate Market Inquiry Session 1</b>   | To receive a report from the Acting Director of City Development and hear from witnesses in accordance with the terms of reference approved for this inquiry  | A number of witnesses have confirmed their attendance at today's meeting including representatives from National Market Traders Federation, Kirkgate Branch of the NMTF Chamber of Commerce and Friends of Kirkgate Market. | RP           |
| <b>Request for Scrutiny of the Withdrawal of Remaining Creche Provision at Leisure Centres</b> | That the Acting Director of City Development was asked at the last meeting to undertake a review of this issue to identify ways that would offer alternative models for providing crèche facilities at our leisure centres and submit a further report to this Board at its meeting on 7 <sup>th</sup> December 2010. | The Scrutiny Board at the last meeting deferred consideration of a request for scrutiny from Cllr Lobley on this matter at the last meeting pending the outcome of  | 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>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. | <p>The Board in June 2010 agreed that the Chief Executive of Welcome to Yorkshire be invited to address the Board.</p> <p><b>Mr Verity was booked to attend today's meeting but has had to cancel due to a budget meeting being held in London. He has now arranged to attend the Scrutiny Board on 11<sup>th</sup> January 2011.</b></p> | 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. <i><u>The Chief Planning Officer hoped to report on this at today's meeting but is still waiting the announcement from the Government. He has now deferred this to the January meeting.</u></i>           | B            |
| <b>Cemeteries and Crematoria Horticultural Maintenance</b> | To receive an update following a visit by the Working Group to Lawnswood cemetery and crematoria on 18 <sup>th</sup> November 2010                        | 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.   | B/RP         |

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| <p><b>Grants to Culture and Sport Related Organisations</b></p>   | <p>To receive an update following a meeting of the Working Group on 18<sup>th</sup> November 2010 which considered 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">RP</p> |
| <p><b>Meeting date: 11<sup>th</sup> January 2011</b></p>  |  | <p align="center"><b>Reports required by 17<sup>th</sup> December 2010</b></p>  |                          |
| <p><b>Variances against Departmental Budget</b></p>   | <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>  | <p align="center">PM</p> |
| <p><b>Report on Leeds /Bradford Airport Public Transport including taxis / road/ rail links and future vision for the Airport</b></p> | <p>To consider a joint report on public transport issues and future vision for the Airport</p>   | <p>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.</p>  | <p align="center">RP</p> |

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| <b>Kirkgate Market Inquiry – Session 2</b>   | To consider a report of the Acting Director of City Development on the proposed draft market strategy including the outcome of the independent rent review and the results of the condition survey of Kirkgate Market | Session 2 of the inquiry in accordance with the Board's approved terms of reference   | 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           |
| <b>Kirkgate Market Inquiry – Session 3</b>   | To consider any further information requested by the Scrutiny Board at its last meeting on this matter and to receive the Board's draft inquiry report and recommendations  | Session 3 of the inquiry in accordance with the Board's approved terms of reference   | RP           |

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| <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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| <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> | To consider a draft of the PFRA which is being developed in collaboration with the Environment Agency and Yorkshire Water<br>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. | 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.  |              |
| <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           |

**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
- That the Board's Principal Scrutiny Adviser be requested to invite a senior representative from First Bus to attend a future meeting (Scrutiny Board City Development on 2<sup>nd</sup> November 2010 requested this when considering the West Yorkshire Transport Plan 2011 -2026)

**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.