



## OVERVIEW AND SCRUTINY COMMITTEE

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Meeting to be held at Primrose High School, (in the Main Hall) Stoney Rock Lane,  
Leeds LS9 7HD on Tuesday, 11th December, 2007 at 10.00 am\*

( \* Please note there will be no Pre – Meeting )

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### MEMBERSHIP

#### Councillors

P Grahame (Chair) - Cross Gates and Whinmoor  
B Anderson - Adel and Wharfedale  
S Bentley - Weetwood  
B Gettings - Morley North  
-  
T Hanley - Bramley and Stanningley  
A McKenna - Garforth and Swillington  
W Hyde - Temple Newsam  
E Minkin - Kirkstall  
R Pryke - Burmantofts and Richmond Hill

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# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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>	
2			<p><b>EXCLUSION OF PUBLIC</b></p> <p>To identify items where resolutions may be moved to exclude the public</p>	
3			<p><b>LATE ITEMS</b></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><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p>	
6			<p><b>MINUTES - 6TH NOVEMBER 2007</b></p> <p>To confirm as a correct record the minutes of the meeting held on 6<sup>th</sup> November 2007.</p>	1 - 6

Item No	Ward	Item Not Open		Page No
7			<p><b>MINUTES - EXECUTIVE BOARD - 14TH NOVEMBER 2007</b></p> <p>To receive, for information purposed only, the attached minutes of the Executive Board meeting held on 14<sup>th</sup> November 2007.</p>	7 - 18
8			<p><b>SCRUTINY INQUIRY - TERMS OF REFERENCE - RESPONDING TO THE NEED OF MIGRANTS AND THEIR FAMILIES</b></p> <p>To receive and consider the attached report of the Head of Scrutiny and Member Development.</p>	19 - 24
9			<p><b>SCRUTINY INQUIRY - RESPONDING TO THE NEED OF MIGRANTS AND THEIR FAMILIES</b></p> <p>To receive and consider a report of the Director of Environment and Neighbourhoods.</p> <p>(Report to follow)</p>	25 - 42
10			<p><b>WORK PROGRAMME</b></p> <p>To receive and consider the attached report of the Head of Scrutiny and Member Development.</p>	43 - 60
11			<p><b>DATES AND TIMES OF FUTURE MEETINGS</b></p> <p>Tuesday, 8<sup>th</sup> January 2008  Tuesday, 5<sup>th</sup> February 2008  Tuesday, 11<sup>th</sup> March 2008  Tuesday, 8<sup>th</sup> April 2008</p> <p>All at 10.00 a.m. (Pre-Meetings at 9.30 a.m.)</p>	

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## OVERVIEW AND SCRUTINY COMMITTEE

TUESDAY, 6TH NOVEMBER, 2007

**PRESENT:** Councillor P Grahame in the Chair  
Councillors S Bentley, B Gettings,  
T Hanley, A McKenna, W Hyde, E Minkin  
and R Pryke

Apologies Councillor B Anderson and S Golton

### 49 Councillor Andrea McKenna

On behalf of the Committee, the Chair congratulated Councillor Andrea McKenna and welcomed her to her first OSC meeting following her recent marriage to Councillor Jim McKenna.

### 50 Declaration of Interests

No declarations of Members' interests were made.

### 51 Minutes - 9th October 2007

- (i) Leeds Strategic Plan 2008-2011(Minute No 42 refers)  
The Committee agreed to slightly amend this minute, by dividing the penultimate bullet point, referring to the role of Members, into two separate points relating to Members' roles as 'Community Champions' and also as 'Leaders of Change' on planning issues and the design and quality of the built environment.
- (ii) Debt Rescheduling (Minute No 40(a) refers)  
Further to the Committee's previous discussions on this matter, it was agreed that the Head of Scrutiny and Member Development would arrange a separate meeting with relevant officers of the Resources Department to which all OSC Members would be invited, to receive further detailed explanation of the issues raised by Councillor Hanley.
- (iii) Work Programme and Draft Terms of Reference for Proposed Inquiries (Minute No 40(b) refers)  
It was reported that the working group would meet on 14<sup>th</sup> November 2007 at 9.00 am to consider the proposed terms of reference for the ALMO Inquiry.
- (iv) Group Offices (Minute No 40 refers)  
Further to Minute No 37, 11<sup>th</sup> September 2007, and Minute No 40, 9<sup>th</sup> October 2007, it was reported that the information previously supplied by the Chief Democratic Services Officer to Councillor Hanley when he was Labour Chief Whip, relating to the costs of operating political

Group Offices, had now been circulated to OSC Members. Councillor Hanley indicated that if this information was in its original form, it may require to be further refined for the purposes of highlighting the costs per Member of each group.

**RESOLVED** – That subject to (i) above, the minutes of the meeting held on 9<sup>th</sup> October 2007 be confirmed as a correct record.

(NB: Councillor Gettings joined the meeting at 10.10 am during this item)

## **52 Minutes - Executive Board, 17th October 2007**

Several issues were discussed arising from consideration of the minutes of the Executive Board meeting held on 17<sup>th</sup> October 2007:-

- Holt Park District Centre and Tinshill Recreation Ground (Minute No 87 refers) – following debate at the City Council meeting on 31<sup>st</sup> October 2007, Councillor Minkin stated that she was pursuing with the Director of City Development issues surrounding the proposal to fence two pitches at Tinshill Recreation Ground in association with the development of the new Ralph Thoresby High School. The Chair indicated that she required a report to OSC regarding which Scrutiny Board had considered this matter, following a referral from the Plans Panel (West) on 12<sup>th</sup> July 2007, or an explanation regarding why this matter had not been referred to the appropriate Scrutiny Board;
- The Mansion, Roundhay Park (Minute No 88 refers) – It was suggested that the issues surrounding the redevelopment of The Mansion, Roundhay Park and the timescales involved, might be suitable for scrutiny by the Scrutiny Board (Culture and Leisure);
- City Varieties Music Hall – Redevelopment and Refurbishment (Minute No 90 refers) – Similarly, it was suggested that the Scrutiny Board (Culture and Leisure) might wish to investigate the current arrangements whereby this venue was managed as part of the Leeds Grand Theatre Board set-up, and whether separate management arrangements for the City Varieties Music Hall might be appropriate;
- Council Meeting Arrangements – Frustration was expressed regarding a lack of opportunity at Full Council meetings, due to procedural time limitations, to properly discuss and ask questions on minutes of Committee and Board meetings. Rotating the order of the minutes in the book of proceedings was not regarded as a solution. The Chair stated that she had recently written to the Chief Executive, suggesting that Scrutiny Board minutes should be a separate agenda item on the Council agenda, in order to try to address this problem, and the Chair's action was endorsed by the Committee,

A suggestion was also made that Members indicating a wish to comment or ask questions on submitted minutes should be required to make the nature of their enquiry or comment known prior to the meeting, in order that appropriate responses might be provided, and to avoid officers and

Chairs spending abortive time preparing responses to anticipated comments or questions.

**RESOLVED** - That subject to the above comments, the minutes of the Executive Board meeting held on 17<sup>th</sup> October 2007 be received and noted.

### **53 Performance Report - Quarter 2 2007/08**

The Head of Policy, Performance and Improvement submitted a report updating the Committee on performance against targets across a raft of statutory and local indicators, involving all the Scrutiny Boards' areas of responsibility, and containing predicted CPA scores for 2007/08.

Steve Clough, Head of Policy, Performance and Improvement, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:-

- Planning performance and the percentage of appeals allowed against the authority's decision to refuse planning applications – Further to Minute No 32, 11<sup>th</sup> September 2007, and Minute No 43, 9<sup>th</sup> October 2007, the predicted improvement in the Council's performance by Quarter 4 in 2007/08 was welcomed. Members expressed frustration at being hidebound to a large degree by Government directives and guidelines on planning matters. The presumption in favour of approval and the restriction of local discretion in planning matters was not widely understood by the public, who often regarded Plans Panels as undemocratic if they did not accede to local objections, and did not appreciate the limited nature of Panels' powers in these matters. The initiatives outlined by the Chief Planning Officer at the last meeting (Minute No 43 refers) were referred to. Greater cognizance of local issues/conditions, and more Ward Member consultation, on the part of planning officers would be helpful;
- Abandoned Vehicles – The use of a contractor based in Doncaster was queried, in view of the time limits imposed for the removal of abandoned vehicles in order to meet this performance indicator. Steve Clough undertook to pursue this issue, in terms of whether there were more local qualified contractors, and whether more than one contractor should perhaps be engaged;
- Graffiti – The information set out in Paragraph 5.3.2 of the report was noted. It was suggested that the work schedule of the so-called 'hot spot' graffiti removal team should be reviewed in order that the frequency of their service matched the requirements of particularly bad areas, although it was accepted that, unfortunately, graffiti seemed to be a never ending problem, and there needed to be an effective response in all parts of Leeds;
- Teenage Pregnancy Rates – The Scrutiny Board (Health and Adult Social Care) had agreed to receive an update report on this issue (OSC Minute No. 31, 11<sup>th</sup> September 2007 refers);
- Direct Payments – Further to Minute No 44, 9<sup>th</sup> October 2007, the improving situation in Paragraph 5.6.1 was welcomed

- Steve Clough drew attention to the information on crime and drugs contained in Paragraphs 5.3.1 and 5.3.2 of his report;
- BV174 and 175 – The number of racial incidents recorded by the authority per 100,000 population and the percentage of racial incidents that resulted in further action – Steve Clough confirmed that this was all about ensuring that the information was available at the correct time for monitoring purposes, and this was being addressed;
- The briefing of Scrutiny Board Chairs prior to the commencement of the formal CPA inspection period.

**RESOLVED** – That subject to the above comments the report be received and noted.

#### **54 Leeds Strategic Plan 2008 - 2011**

Further to Minute No 33, 11<sup>th</sup> September 2007, and Minute No 42, 9<sup>th</sup> October 2007, the Committee considered a composite official response proposed to be submitted, which contained the official comments and recommendations of all the Scrutiny Boards following detailed consideration of the draft Leeds Strategic Plan 2008/2011 by all Boards in the October cycle.

Jane Stageman, Chief Executive's Department, was in attendance and responded to Members' queries and comments. In brief summary, the main points discussed were:-

- Jane Stageman thanked the Scrutiny Boards for their contributions to the process. All comments and recommendations would be seriously considered. The proposed final Plan should be ready mid-December, and would be reported to OSC and the other Scrutiny Boards in the January cycle;
- OSC Recommendation 1, relating to the budget making process, was already being acted upon, in terms of preparation of the latest updated Business Plan and service prioritisation;
- It was agreed to add an additional point to the comments of OSC, to incorporate the points made at the last meeting (Minute No 42 refers) regarding the important role of Members in the process, as 'Community Champions', and also as 'Leaders of Change', for instance on planning matters and the design and quality of the built environment;
- The number of recommendations emanating from the Scrutiny Board (Children's Services) reflected that Board's concerns regarding the need to establish links between the Strategic Plan and 'Every Child Matters' and other specific areas of concern.

**RESOLVED** –

- (a) That subject to the above comments, the composite response set out at Appendix 1 to the report now submitted be approved as the official statement of OSC on the draft Leeds Strategic Plan 2008-2011
- (b) That further reports on this subject be submitted to OSC and the other Scrutiny Boards in the January 2008 cycle.



## 55 Call-In Arrangements

Further to Minute No 35, 11<sup>th</sup> September 2007, when the Committee had discussed issues surrounding who could sanction a request for a matter to be called-in by OSC, the Committee further considered under what circumstances a matter could or should be called-in.

The Head of Scrutiny and Member Development submitted a report regarding Government advice and good practice, and recommending changes to the existing arrangements as set out in Scrutiny Guidance Note 3. The suggested changes would mitigate against someone seeking to Call-In a decision merely because they did not agree with that decision per se, and would place an obligation on the applicant to justify the request on the grounds that the decision had not been taken in accordance with Article 13 of the Council's Constitution – decision making and principles of decision making. In effect, the onus would be on the applicant to prove that the decision was procedurally flawed, that particular evidence had not been taken into account, that erroneous evidence had been taken into account or that viable options had not been considered. The initial arbiter ('Proper Officer') in the event of a dispute would be the Head of Scrutiny and Member Development and, ultimately, the Assistant Chief Executive (Corporate Governance) in her role as Monitoring Officer.

As a result of a Member's query regarding whether the suggested changes to Guidance Note 3 sufficiently took account of the Government's good practice guidance, in particular where relevant issues did not appear to have been taken into account in reaching a decision, it was agreed that the Head of Scrutiny and Member Development should add some wording to cover this particular aspect.

**RESOLVED** – That subject to the above comment, the proposed amendments to the Call-In procedure, as contained in the revised Scrutiny Board Procedure Rules Guidance Note 3, be approved.

## 56 Work Programme

The Head of Scrutiny and Member Development submitted a copy of the Committee's work programme, updated to reflect decisions taken at previous meetings, together with a relevant extract from the Council's Forward Plan of Key Decisions for the period 1<sup>st</sup> November 2007 to 29<sup>th</sup> February 2008. It was reported that consideration of the Council's Business Plan would be added to the agenda for the 8<sup>th</sup> January 2008 meeting, in order that the Business Plan, the proposed final Leeds Strategic Plan 2008-2011 and the Council's draft Budget Statement could all be considered at the same meeting.

## 57 Dates and Times of Future Meetings

Tuesday 11<sup>th</sup> December 2007  
Tuesday 8<sup>th</sup> January 2008  
Tuesday 5<sup>th</sup> February 2008

Draft minutes to be approved at the meeting  
to be held on Tuesday, 11th December, 2007

Tuesday 11<sup>th</sup> March 2008  
Tuesday 8<sup>th</sup> April 2008

All at 10.00 am (pre-meetings at 9.30 am)

## EXECUTIVE BOARD

WEDNESDAY, 14TH NOVEMBER, 2007

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

Councillors A Carter, R Brett, J L Carter,  
R Finnigan, R Harker, P Harrand, J Procter,  
S Smith, K Wakefield and J Blake

Councillor J Blake – Non-voting Advisory Member

### 103 Late Items

There were no late items but additional information had been provided since the despatch of the agenda with regard to the Review of 14-19 Provision in Leeds.

### 104 Exclusion of Public

**RESOLVED** – That the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt on the ground that it is likely, in the view of the nature of the business to be transacted or the nature of proceedings, that if members of the public were present there would be a disclosure to them of exempt information so designated as follows:

- (a) The annex to the report referred to in minute 115 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the information contained in the annexe relates to the financial or business affairs of the Council. It is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to the disposal of this property or other similar transactions about the nature and level of offers 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 publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (b) Appendices 1, 2 and 4 to the report referred to in minute 121 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption in relation to appendices 1,2 and 4 attached to the report outweighs the public interest in disclosing the information by reason of the fact that in relation to Appendix 1 and 2, the success of the scheme could potentially be prejudiced by speculative investors acquiring properties in advance of the Council's action, and in respect of Appendix 4, the costs attributed to the purchase of private properties are purely estimates at this stage and their disclosure could prejudice the

Council's ability to reach an agreement on the purchase price with owners.

- (c) Appendix 1 to the report referred to in minute 123 under the terms of Access to Information Procedure Rule 10.4(3) and because publication could prejudice the City Council's commercial interests as, both this Appendix and the Outline Business Case include matters where negotiations of a confidential nature will ensue with bidders. In these circumstances it is considered that the public interest in not disclosing this commercial information outweighs the interests of public disclosure.

#### **105 Declaration of Interests**

Councillor Wakefield declared a personal interest in the item relating to the Review of 14-19 Provision in Leeds (minute 108) as a member of the Learning and Skills Council.

Councillor Smith declared a personal interest in the item relating to a Waste Solution for Leeds (minute 119) as a member of Greenpeace.

Councillor Harris declared a personal and prejudicial interest in the item relating to The Trinity Quarter and Leeds Shopping Plaza (minute 117) having been significantly involved in a fringe meeting sponsored by the principal developer for the scheme.

A further declaration made during the meeting (Councillor Harris) is referred to at minute 123.

#### **106 Minutes**

**RESOLVED** – That the minutes of the meeting held on 17<sup>th</sup> October 2007 be approved and that with reference to minute 102(b) the considerations of the Scrutiny Board (Children's Services) and their decision not to further scrutinise the matter referred to be noted.

#### **LEISURE**

#### **107 Tinshill Recreation Ground**

Further to minute 87(d) of the meeting held on 17<sup>th</sup> October 2007 the Chief Recreation Officer submitted a report on the arrangements for access to two pitches which are to be fenced and which are part of Tinshill Recreation Ground.

#### **RESOLVED –**

- (a) That the report be noted and the following arrangements approved:
- The substantial improvements to the pitches at Tinshill Recreation Ground
  - The letting of the pitches at Tinshill Recreation Ground through the Parks and Countryside annual allocation process
  - The allocation of an on site gardener to Tinshill Recreation Ground

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- The development of the pilot project for allocations to the changing facilities and car parking at Ralph Thoresby School and the pitches at Tinshill Recreation Ground
- (b) That reports be brought back to this Board on an annual basis with regard to the operation of these arrangements, including information with regard to frequency and patterns of usage under former arrangements and these arrangements.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he voted against these decisions)

## **CHILDREN'S SERVICES**

### **108 Review of 14-19 Provision in Leeds**

A report of the Chief Executive of Education Leeds on the consultation arrangements of the Learning and Skills Council in relation to proposals for the reorganisation of FE colleges in Leeds had been circulated with the agenda. Consultation had commenced on 8<sup>th</sup> November 2007 and was scheduled to end on 5<sup>th</sup> December 2007.

Following publication of the Learning and Skills Council proposals a report of the Director of Children's Services and Chief Executive of Education Leeds offering views on the proposals had been circulated to the Board. A report on the observations of the Scrutiny Board (Children's Services) had also been circulated.

#### **RESOLVED –**

- (a) That the views expressed in the report of the Director of Children's Services and Chief Executive of Education Leeds be approved for use in formulating the Council's official response to the consultation on the proposal for the changes to Further Education Colleges in Leeds.
- (b) That the Chief Executive of Education Leeds be authorised to draft a detailed response in consultation with the Executive Member (Learning) for approval and signature by the Leader of Council.
- (c) That the Chief Executive of Education Leeds be requested to have due regard to the observations of the Scrutiny Board (Children's Services).

## **ADULT HEALTH AND SOCIAL CARE**

### **109 The Outcome of Consultation and the Proposed Procurement Methods for the Future Provision of the Service at Terry Yorath House**

The Director of Adult Social Services submitted a report on the outcome of consultation with disabled adults in Leeds and the detailed assessed needs of the current residents of Terry Yorath House.

**RESOLVED –**That the outcome of the consultation process be noted, that the commitments given to those residents who wish to remain in residential care at Terry Yorath House be endorsed and that the "twin-track" approach to the future development and the procurement of accommodation services for disabled people in Leeds be approved.

## **CENTRAL AND CORPORATE**

### **110 Capital Programme - 2007/08 Mid Year Financial Update**

The Director of Resources submitted a report on the latest financial position in respect of the 2007/08 Capital Programme highlighting some capital expenditure and funding changes that have arisen since the Programme was approved in February 2007 and since the subsequent update report to the Executive Board on 22<sup>nd</sup> August 2007.

#### **RESOLVED –**

- (a) That the latest position of the Capital Programme 2007/08 and the projections for 2008/09 to 2010/11 be noted.
- (b) That approval be given to the injection in 2007/08 of £2,177,000 of Leeds resources for the additional site related costs associated with the Combined Secondary Schools PFI project and that authority be given to spend such amount.
- (c) That approval be given to the injection in 2007/08 of £622,000 of Leeds resources for the additional accommodation works at 225 York Road for the Taxi and Private Hire Licensing Section.
- (d) That the Board notes that any additional capital resources required to support the Roundhay Mansion scheme will be considered as part of the February 2008 capital programme update.
- (e) That approval be given to the transfer of £6,350,000 from the East Leeds Family Learning Centre scheme to the capital contingency scheme to be released at a later date when requirements for the East Leeds site are known.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting in relation to (e) above)

### **111 Revenue Expenditure - Mid Year Update**

The Director of Resources submitted a report setting out the Council's financial health for 2007/08 after six months of the financial year. The report covered revenue expenditure and income to date compared to the approved budget, the projected year end position and proposed actions to ensure a balanced budget by the year end.

#### **RESOLVED –**

- (a) That the projected financial position of the authority after six months of the new financial year be noted.
- (b) That Council be recommended to approve the appropriate budget adjustments as described in paragraph 3.9 of the report.
- (c) That the decision of the Leader, Chief Executive and Director of Resources to approve the Annual efficiency statement – mid year update 2007 for submission to the Department for Communities and Local Government by 15<sup>th</sup> November 2007 be noted.

(Under the provision of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this matter)

**112 Treasury Management Strategy Update 2007/08**

The Director of Resources submitted a report providing a review and update of the treasury management strategy for 2007/08.

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

**113 Pre Budget Report and Comprehensive Spending Review 2007**

The Director of Resources submitted a report outlining the announcements made by the Chancellor of the Exchequer in the Pre-Budget Report and the Comprehensive Spending Review that directly relate to local government.

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

**114 The Statement of Licensing Policy for Leeds 2007-2010**

The Assistant Chief Executive (Corporate Governance) submitted a report on consultation that has been undertaken under the Licensing Act 2003 and the resulting draft Statement of Licensing Policy for Leeds 2007-2010.

**RESOLVED** –

- (a) That having considered the proposed responses to matters raised in consultation, as set out in Appendix 1 to the report, this Board recommends to Council that it be approved as the response of Leeds City Council to the matters raised in consultation.
- (b) That having considered the evidence set out in Appendix 2 to the report and the consultation responses on the proposals on cumulative impact, this Board recommends to full Council that the Statement of Licensing Policy includes cumulative impact policies in respect of the city centre, Headingley, Hyde Park and Woodhouse, Chapel Allerton and Horsforth.
- (c) That the contents of the revised draft Statement of Licensing Policy at Appendix 3 to the report be noted and that Council be recommended to adopt this policy, including the cumulative impact policies referred to at (b) above, as the Statement of Licensing Policy for Leeds 2007/2010.
- (d) That the Assistant Chief Executive (Corporate Governance) provide advice to Council members as to how reviews of the Statement can be triggered and give consideration as to how full Council could be given the opportunity to debate such Policies in detail at the early stage of proposals being formulated.

**DEVELOPMENT AND REGENERATION**

**115 Former Headingley Primary School**

Further to minute 68 of the meeting of the Board held on 11<sup>th</sup> September 2007 the Directors of City Development and Environment and Neighbourhoods submitted a report on the request made by the Headingley Development Trust to transfer the former Headingley Primary School site to the Trust at nil consideration so that it can be developed as an enterprise and arts centre.

Draft minutes to be approved at the meeting  
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Following consideration of the appendix to the report designated as exempt under 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 Headingley Development Trust be given an in-principle agreement that the Council will grant a long-leasehold interest at nil premium and at a peppercorn rent subject to the Trust demonstrating by 30 June 2008 that it has made substantial progress towards achieving all of its funding arrangements and to the Trust agreeing to take on all financial and other responsibility for delivering the services provided from the Headingley Community Centre for a period of 25 years.
- (b) That should the Trust not have made that substantial progress by 30 June 2008 the Director of City Development proceed with the open marketing of the former primary school as part of the Capital Receipts programme.
- (c) That the Trust's application to the Community Asset Transfer Fund be supported and, the Partnership Agreement as set out in Appendix 1 be approved and the Chief Executive be authorised to sign the relevant part of that application on behalf of the Council to allow its submission by the deadline date of 15 November 2007.
- (d) That in view of the deadline date specified in (c) above this decision be exempted from the provisions of Call In.
- (e) That, subject to the Trust being able to complete its funding arrangements and open the proposed HEART centre, the Director of City Development be instructed to make arrangements for the disposal of the Headingley Community Centre, at open market value, once it becomes vacant.

**116 Horsefair, Wetherby - Pedestrian Improvements Scheme**

The Directors of Environment and Neighbourhoods and City Development submitted a report on a proposal to spend £606,000 of Town and District Centre Regeneration Fund monies to deliver a pedestrian improvement scheme on Horsefair, Wetherby.

**RESOLVED -** That the report and the detailed design of the scheme be noted and authority be given to spend £606,000 of Town and District Centres Regeneration Fund monies on the scheme.

**117 The Trinity Quarter and Leeds Shopping Plaza**

Referring to minutes 74 to 80 of the meeting of the Board held on 29<sup>th</sup> September 2004 the Director of City Development submitted a report on the proposed transfer of the existing development agreement and compulsory purchase indemnity agreement from the Universities Superannuation Scheme Limited to Trinity Quarter Developments Limited.

**RESOLVED –**



- (a) That approval be given to the transfer of the development agreement and CPO indemnity agreement from USS to TQD and that approval be given to the form of the guarantee of TQD's obligations by LandSec and Caddick on the terms outlined in the report, subject to Land Securities Trinity Limited (a wholly owned subsidiary of Land Securities Property Holdings Ltd) completing their shareholders agreement such that 75% of the shares in TQD are owned by Land Securities Trinity Limited and 25% by Caddick Group PLC.
- (b) That the "transfer" be approved on the following basis:
  - (i) The entering into of a new development agreement (and ultimately a lease) with TQD on substantially the same terms as the original agreement with USS subject to the amendments outlined in the report.
  - (ii) Approve and enter into the novation (transfer) of the existing CPO indemnity agreement from USS to TQD with the Caddick Group PLC and Land Securities Property Holdings Ltd entering into a guarantee with the Council relating to the Development Agreement, Lease and CPO Indemnity Agreement as outlined in the report.
  - (iii) That following the novation of the CPO indemnity agreement from USS to TQD, USS will no longer have any financial liability to the Council and will be released from all liabilities under the existing development agreement.

(Having declared a personal and prejudicial interest Councillor Harris left the meeting during consideration of this matter and vacated the Chair in favour of Councillor A Carter)

#### **118 Kirkgate Market - Development Strategy Update**

Further to minute 27 of the meeting of the Board held on 18<sup>th</sup> May 2005 the Director of City Development submitted a report on progress made in formulating the Kirkgate Market Asset Management Plan and on a proposal to move onto the next stage of public consultation.

**RESOLVED** – That the public consultation leaflet and questionnaire be approved and authority given for commencement of the public consultation exercise as soon as practicable.

### **ENVIRONMENTAL SERVICES**

#### **119 Waste Solution For Leeds**

The Director of Environment and Neighbourhoods submitted a report on the proposed submission of an Outline Business Case to DEFRA for PFI credits to support the proposed Residual Waste Treatment project.

**RESOLVED** –

- (a) That the report be noted;
- (b) That the submission of the Outline Business Case for the Residual Waste Treatment project to DEFRA be approved;

- (c) That the proposed recycling strategy approved by this Board on 11 September 2007 be further noted with particular reference to the proposals to retain a weekly kerbside collection, and to the fact that it is not the Council's intention to introduce new charging schemes for waste collection;
- (d) That the Board notes that the submission of the bid will be based upon a reference site and technology, with no implication that Leeds City Council land or Energy from Waste constitute preferred options;
- (e) That the procurement shall proceed on a neutral technology and site basis in accordance with government advice;
- (f) That the Board accepts the affordability implications of the Outline Business Case and of entering into a PFI contract for the treatment of residual waste from April 2014 to March 2038 as set out in Table 2 of the report;
- (g) That approval be given to the submission of the Outline Business Case in the knowledge that both the procurement process and prevailing macro-economic conditions may affect the Unitary Charge at Financial Close in April 2011, as illustrated at paragraph 8.6 of the report and in Table 4;
- (h) That approval be given to the project governance arrangements outlined in section 11 of the report, including the establishment of the Residual Waste Treatment Project Board (with delegated powers), and that delegated authority be given to the Deputy Chief Executive, in consultation with the Director of Environment and Neighbourhoods, to extend the responsibilities of the Residual Waste Treatment Project Board and to establish one or more new Project Boards (with delegated powers) in order to support the Director of Environment and Neighbourhoods in the delivery of the wider Waste Solution;
- (i) That the intention to bring further reports to this Board prior to the commencement of the procurement regarding the project evaluation model be noted;
- (j) That decisions on the sale and purchase of LATS be delegated to the Director of Environment and Neighbourhoods, in consultation with the Director of Resources, at what is considered to be the best achievable price.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on this matter)

## **NEIGHBOURHOODS AND HOUSING**

### **120 Beeston Group Repair**

The Director of Environment and Neighbourhoods submitted a report on a proposal to inject £2,099,000 of Regional Housing Board money and £233,300 from owner occupiers into the Capital Programme to extend the life of approximately 60 properties in the Beeston area by 30 years.

#### **RESOLVED –**

- (a) That approval be given to the injection into the Capital Programme of £2,099,600 of Regional Housing Board money and of £233,300 from

owner occupiers and that scheme expenditure of £2,333,000 be authorised.

- (b) That a report be brought back to this Board on progress of the scheme.

### **121 Regeneration of Holbeck, Phase 3**

The Director of Environment and Neighbourhoods submitted a report on the options for the regeneration of the Holbeck area and the proposed acquisition and clearance of 34 properties within Holbeck by utilising £2,000,000 of 'Single Regional Housing Pot' funding during 2007/09.

The report presented the options of:

- A Doing the minimum to meet legal conformity
- B Group repair and internal modelling
- C Acquisition, clearance and redevelopment of the site for housing

Following consideration of appendices 1, 2 and 4 designated as exempt under Access to Information Procedure Rule 10.4(3), which were circulated and considered in private at the conclusion of the meeting, it was

#### **RESOLVED –**

- (a) That approval be given to the injection into the capital programme of £2,000,000 of Regional Housing Board funding to enable Phase 3 of the Holbeck scheme to be brought forward.
- (b) That scheme expenditure to the amount of £2,000,000 be authorised.
- (c) That the Director of Environment and Neighbourhoods proceed in accordance with option C and be authorised, in consultation as necessary, to promote Compulsory Purchase Orders should they become necessary.

### **122 Area Management Review**

The Director of Environment and Neighbourhoods submitted a report on a number of strands of work undertaken by officers as part of a review of area management, proposing a number of key recommendations with indicative timescales aimed at strengthening the roles and responsibilities of Area Committees.

#### **RESOLVED –**

- (a) That the recommended changes to Area Committee responsibilities and working arrangements together with the proposed timetable for their introduction be approved.
- (b) That the proposals for local partnership working arrangements be approved.
- (c) That Councillor Chapman be thanked for her work, as Lead Member (Neighbourhoods and Housing), in producing a report on proposals to develop area management and area committees in Leeds.

### **123 Beeston Hill and Holbeck Housing PFI Scheme**

The Director of Environment and Neighbourhoods submitted a report on the proposed Outline Business Case (OBC) for the Beeston Hill and Holbeck

Private Finance Initiative (PFI) scheme, including the scope of the scheme and the financial implications for the Council.

The report referred to the appraisal of four options of decency; regeneration via a PFI contract and complementary development agreements with the private sector; stock transfer; and joint venture partnership.

Following consideration of appendix 1, including minor amendments to figures as reported at the meeting, designated as exempt under Access to Information Procedure Rule 10.4(1), which was considered in private at the conclusion of the meeting, it was

**RESOLVED –**

- (a) That approval be given to the preferred option, as described in paragraph 3.3 of the report, to be procured via a PFI contract and associated Development Agreement alongside the Little London PFI scheme.
- (b) That the proposed Council contributions to the project as identified in section 3.6 and appendix 1 of the report be approved.
- (c) That the Outline Business Case for the Beeston Hill and Holbeck PFI scheme as described in paragraph 3 of the report be formally submitted to the Department for Communities and Local Government.
- (d) That approval be given to the inclusion of the following sites within the Beeston Hill and Holbeck PFI scheme and to the utilisation of capital receipts from the disposal of these sites to support the PFI scheme and regeneration proposals for the Beeston Hill and Hobeck area:
  - Holbeck Tower
  - Malvern Rise / Malvern Grove
  - St Luke's Green
  - Waverley Garth
  - Coupland Place
  - Malvern Road
  - Coupland Road
  - Bismarck Drive
  - Bismarck Street
  - Fairfaxes
  - Meynall Heights
  - Beverleys
  - Folly Lane
  - Cambrian Street
- (e) That the Matthew Murray site be disposed of prior to the commencement of the PFI scheme (as described in 5.10 of the report) with the balance of the capital receipt after BSF call to be used to support the regeneration programme for the area.
- (f) That Moor Road be excluded from the PFI scheme.
- (g) That affordable housing provision should be at up to 40% including new LCC new housing for most sites included in the PFI scheme.
- (h) That the City Council's base annual affordability contribution of £592,000 per annum in the first year of operation be approved.

- (i) That the joint affordability implications for the joint procurement of the Little London and Beeston Hill and Holbeck scheme as set out at paragraph 5.0 of appendix 1 of the report be approved.
- (j) That the costs of acquiring leaseholder interests in order to deliver the scheme, estimated up to £1,300,000 be met by the Council or Aire Valley Homes Limited.
- (k) That the following be noted:
  - (i) the estimated PFI cash flows summarised in Table 2 of paragraph 3 of Appendix 1 to the report and set out in detail in the Annexe to that Appendix;
  - (ii) that the Financial Close for this project is programmed for September 2009 and the macro-economic conditions and price submissions by bidders may vary between the date of this meeting of the Executive Board and Financial Close. Section 4 in the financial appendix to the report set out the range of price sensitivities that could affect the affordability of the project and the submission of the Outline Business Case is approved in the knowledge that both the procurement process and prevailing macro-economic conditions may affect the Unitary Charge at Financial Close in September 2009;
  - (iii) that at this stage the impact of the joint procurement on the affordability of the Little London project as agreed by Executive Board in November 2006 is neutral and that the Little London project is therefore still affordable.

(Councillor Harris declared a personal and prejudicial interest in this matter arising from his personal commercial activities, vacated the Chair in favour of Councillor A Carter and left the room for the duration of the discussion and voting thereon)

#### **124 Councillor Harris**

Noting that this was the last meeting of the Board which would be chaired by Councillor Harris the Board thanked him for his services in that capacity and offered him their best wishes.

DATE OF PUBLICATION: 16<sup>TH</sup> NOVEMBER 2007  
 LAST DATE FOR CALL IN: 23<sup>RD</sup> NOVEMBER 2007

(Scrutiny Support will notify Directors of any items called in by 12 noon on Monday 26<sup>th</sup> November)

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## Report of the Head of Scrutiny and Member Development

### Overview and Scrutiny Committee

Date: 11<sup>th</sup> December 2007

Subject: Scrutiny Inquiry – Responding to the need of migrants and their Families.

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**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 INTRODUCTION

- 1.1 At the Committee's September meeting terms of reference were agreed for an Inquiry into 'Responding to the need of migrants and their Families'. These are attached as Appendix 1.
- 1.2 The Committee has agreed that the first session of this Inquiry should be held in a part of the City where activity in this area is already developed. To that end the Committee is meeting at Primrose High School, part of the Central Leeds Learning Federation.
- 1.3 In addition to receiving a report from the Director of Environment and Housing, the Committee has invited a number of interested parties to contribute to today's discussion on this topic by way of an 'open forum'. The Committee is also pleased to hear from any other contributors.
- 1.4 Future meetings of the Committee will hear evidence from specific service areas.

## 2.0 RECOMMENDATIONS

- 2.1 Members are asked to;
  - (i) Invite 'contributions from the floor' in relation to the Boards Inquiry into responding to the needs of migrants and their families.

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**OVERVIEW AND SCRUTINY COMMITTEE**

**INQUIRY INTO RESPONDING TO THE NEEDS OF MIGRANTS AND THEIR FAMILIES**

**TERMS OF REFERENCE**

**1.0 INTRODUCTION**

- 1.1 Migration for work is not new but it is increasing. Foreign nationals made up 3.5 per cent of the workforce in 1996, but 6 per cent in 2006. The accession of ten new states to the European Union in 2004 greatly increased both the scale and pace of change. The size and speed of change was not predicted, and so local authorities and their partners were not all well prepared.<sup>1</sup>
- 1.2 Local authorities cannot control migration but they do have an important role in managing the consequences of change, for the benefit of the whole community.
- 1.3 In Leeds the scale of recent increases in migration potentially brings pressures on the local economy, housing, the jobs market and local public services. Given its role in community leadership, the City Council needs to with other partners to respond to the City's changing needs.
- 1.4 The Overview and Scrutiny Committee resolved at its July meeting to undertake an *Inquiry into how the City is making this response*.

**2.0 SCOPE OF THE INQUIRY**

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:
- The sufficiency of intelligence available to Leeds City Council and its partners to understand local changes in the community profile.
  - The ability for services to respond to a changing community profile
  - The organisational structure in which services are planned and co-ordinated

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<sup>1</sup> <http://www.audit-commission.gov.uk/migrantworkers/>

- The effect on the ability of services to maintain levels of services
- The budgetary consequences of providing services

### **3.0 COMMENTS OF THE RELEVANT DIRECTOR AND EXECUTIVE MEMBER**

TO BE RECEIVED

#### **4.0 TIMETABLE FOR THE INQUIRY**

4.1 The Inquiry will take place between December and February, with a view to issuing a final report in March 2008.

#### **5.0 SUBMISSION OF EVIDENCE**

5.1 The following evidence will be considered by the Committee

- Statistical evidence of the extent of migration in Leeds including trends
- A statement on the planning framework for services in Leeds
- Relevant officer/external organisations which cant be captured through the LAA

#### **6.0 WITNESSES**

6.1 The Committee is likely to seek evidence and views from a number of sources. These will include:

Local Area Agreement Strategy Group/Leeds Initiative

Faith groups

Voluntary Sector

#### **7.0 POST INQUIRY REPORT MONITORING ARRANGEMENTS**

7.1 Following the completion of the Scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored. The Committee will determine those arrangements at the end of the Inquiry.

7.2 The final inquiry report will include information on the detailed arrangements for how the implementation of recommendations will be monitored.

## **8.0 MEASURES OF SUCCESS**

- 8.1 It is important to consider how the Committee will deem if its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.
- 8.2 The Committee will look to publish practical recommendations.

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Originator: Martyn Stenton

Tel: 50647

## LATE ITEM

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### Report of the Director of Environment and Neighbourhoods

To: Overview and Scrutiny Committee

Date: 11<sup>th</sup> December 2007

Subject: Responding to the Needs of Migrants and their Families

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#### Electoral Wards Affected:

All

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1 PURPOSE OF REPORT

1.1 This initial report as part of the Overview and Scrutiny Committee's Inquiry provides:

- Contextual information about new migration in the UK
- An overview of the data and intelligence available to the Council and its partners on new migrants in Leeds
- An overview of the current position in Leeds
- A summary of current work to develop an improved understanding of the situation and respond to emerging needs
- An outline of issues to consider when assessing local impacts of migration

## 2 CONTEXTUAL INFORMATION ABOUT NEW MIGRATION IN THE UK

2.1 International migration is a growing phenomenon. Long term migration to the UK (defined as stays of over 12 months) increased from 320,000 in 1997 to 574,000 in 2006. Out migration has also increased over this period but at a slower rate. All indicators suggest that international migration will continue.

2.2 The focus on migration to the UK has increased significantly in recent years. Enlargement of the European Union to the A8/ A10 countries in 2004 has greatly increased both the scale and pace of migration to the UK. National Insurance Number registrations from the accession states totalled almost 720,000 nationally between 04/05 and 06/07. The A8 countries cover Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia. A10 countries include Cyprus and Malta. In addition Bulgaria and Romania joined in 2007. This has led to a significant number of people coming from Poland in particular who are generally young and without dependents when they first arrive.

- 2.3 Despite the attention it has received, new European migration comprised only 16% of long term migration to the UK in 2005/06 according to official figures. In comparison, 26% of migrants overall into the UK came from New Commonwealth countries.
- 2.4 It is generally accepted, however, that official statistics and systems for recording and interpreting migration are inadequate and need to be improved at both a national, regional and local level.

***'There is not a single all inclusive system in place to measure movement of population into and out of the UK'***  
***- ONS series MN 2004***

***'Migration is increasing the population in the UK. In addition, many areas are experiencing high levels of both IN and OUT migration and INTERNAL migration, which may have little effect on the net population but significant impact on service provision and administration (Churn). The ONS is shortly to produce the first estimates of this 'churn' in population'***  
***- Scale and Impact of Migration, LGA, October 2007***

- 2.5 There is no single definitive measure of local level migration. The two main sources currently being used are:
- National Insurance registrations (for all new migrants), and
  - Worker Registration Scheme (for those from the A8 countries).
- These do not register those who subsequently leave the country and they do not necessarily capture all new migrants e.g. infant and non-working family members accompanying workers. These limitations of the data should be noted when considering migration numbers and projections based on them.
- 2.6 A recent Local Government Association (LGA) report on New Migrants identified the need for improved data to Local Authorities from Government departments and for Local Authorities to further develop local knowledge on the makeup, changing nature and needs of their communities. In particular it suggested that the additional costs incurred in responding to the needs of new migrant communities should be further investigated at a national level.
- 2.7 As a matter of course Council services and other partners consult communities, undertake research, monitor and analyse data. However, the existing systems across a range of agencies do not provide the required level of information and understanding that is needed of new migrants and their experience of services and the impact of migrants on service provision, the City and on community relations.
- 2.8 Many reports and publications on new migration have been published by Government Departments, respected research bodies and others over recent months. Recent reports of relevance include:
- LGA and Institute of Community Cohesion (November 2007) 'Estimating the Scale and Impacts of Migration at the local level'. This is a newly published report from the LGA which recommends funding for areas experiencing rapid population change.

- The Home Office and DWP – (October 2007). The economic and fiscal impact of immigration. This was a cross departmental submission to the House of Lords Select Committee on Economic Affairs.
- ONS (October 2007). New EU migrant workers broadly spread across UK. The latest study from the Office for National Statistics considers the geographic location of EU migrants compared to other migrant groups, based on Worker Registration Scheme data.
- Improvement and Development Agency (IDEA) (August 2007) ‘New European Migration : Good practice guide for local authorities’. This publication provides case studies, self-assessment questions and other information to help local authorities to manage the local impacts of migration from EU Accession states.

2.9 Attached as Appendix One is an extract from the IDEA report on New European Migration which provides an overview of the position in the UK. It highlights that the availability of jobs has been a key determinant in where new European Migrants have chosen to settle. This characteristic sets them apart from asylum seekers, for example, who are required to be economically inactive while waiting for a decision on refugee status.

2.10 Appendix Two summarises terms commonly used when discussing migration along with information about entitlements.

### **3 OVERVIEW OF THE DATA AND INTELLIGENCE AVAILABLE TO THE COUNCIL AND ITS PARTNERS ON NEW MIGRANTS IN LEEDS**

3.1 Recent cross referencing and analysis of a range of data has delivered an improved picture on new migrants in Leeds.

3.2 Over the last five years, Leeds has had a fairly consistent inflow of non-Accession migrants of approximately 4,300 per year. This includes over 1,500 people per year from New Commonwealth countries and a range of people from Old Commonwealth countries, other parts of the EU and the rest of the world.

3.3 Migrants from Accession countries effectively doubled this total to almost 8,500 in 2006/07.

3.4 From recent national insurance records the situation in Leeds is:

	2005/06 <sup>1</sup>	2006/07 <sup>2</sup>	Total 05/07
New National Insurance Number Applications	7,200	8,480	15,680
Number and % from Poland	1,800 25%	2,960 35%	4,760 30%

- This shows the impact on recent migration figures of people coming from one single country. During 06/07 almost 3,000 National Insurance numbers were registered to

<sup>1</sup> Financial year

<sup>2</sup> Financial year

new Polish migrants in Leeds. Whether they stayed or left is unknown, but this is a significant number and is a larger number than the 2001 Census records for the Bangladeshi community resident in Leeds for example.

- After Poland, the most common countries of origin in Leeds at present are India (610 national insurance registrations in 06/07), Pakistan (360), Slovak Republic (310) and Lithuania (280).
- The current issue for Leeds is not only of A8 / Eastern European migrants but of a high number of people coming through the asylum system or as family joiners.
- The current programme of case resolution for asylum seekers will lead to a 'bulge' of new migrants in 2008. This is expected to add around 1,000 people to the total from other routes.

3.5 Long term population projections produced for the Yorkshire and Humber Assembly show immigration to Leeds averaging 10,600 per year over the next 20 years. Emigration forecasts are 6,700 per year on average. This will lead to net migration averages at around 3,900 per year.

3.6 The section below presents a snapshot of information recently gathered on migration. It reflects known facts and local perceptions.

#### **A Snapshot - What do we know and what do people believe:**

- Anecdotal evidence indicates that there are new communities forming in a number of areas of Leeds, with speciality Eastern European shops, like food stores opening in e.g. Wortley, Armley, Beeston and Chapel Allerton.
- The Polish Centre is publishing a regular newspaper for new migrants, they run language classes and they are using the link with the Catholic Church to reach many hundreds of new migrants.
- A recent limited snapshot survey in Leeds revealed that many new migrants were likely to be here for a considerable period of time before they registered with a GP.
- Article in YEP Property Paper encouraging landlords to target new migrants as preferred tenants.
- High-street banks in Leeds employing Polish speaking members of staff and a growing number of Polish people are applying for mortgages, suggesting that some people are planning on staying longer-term.
- Anecdotal reports that non catholic families have been unable to register their children at local catholic schools because of oversubscribed school rolls, where they would normally expect to send their children.
- Anecdotal reports that young Polish families are now bringing older relatives over to take responsibility for childcare.
- At an employer's seminar in Leeds some spoke about their preference for new migrant workers over local labour.
- It has been reported anecdotally that almost 50% of one primary school's new term intake were Eastern European and that another school enrolled 30 new Romanian children.
- TUC research reported in 06/07 that migrants are benefiting the UK economy and some sectors are being saved from collapse by migrant labour. Migrant workers are paying more in taxes than the value of any public services they



receive.

3.7 There are a number of initiatives underway which will help to improve our understanding of the numbers and demographics over time. These include:

- the Council's Knowledge Management programme,
- the University of Leeds New Migrant Databank, and
- the revision of Equality Monitoring categories in the Council to include nationality.

3.8 Our understanding is also informed by our experience. We have significant experience of working with asylum seekers and refugees, we have a diverse population with a significant tradition of inward migration through 'family joiners' and we have a large overseas student population. For example, the Regeneration Service convenes a cross sector New Polish Task Group, working closely with the established and new Polish community to develop appropriate information and other interventions. This is providing a valuable forum for building our understanding of the realities of life for new migrants. This work is being used as a template for future work with other communities. We can use these experiences to assess the validity of the reports and the emerging guidance to our situation in Leeds. Appendix 3 summarises a case study of recent work with the Polish Community in Leeds.

#### **4 NEW MIGRANT COMMUNITIES TASK GROUP**

4.1 A cross sector task group was established in the summer of 2007 in response to the need to understand and respond effectively to the emerging new migration situation. It is convened by the Council's Regeneration Service and brings together colleagues from the Council, Health, Police, Education, Voluntary Sector and Universities.

4.2 The key aim of the Task Group is to bring together key stakeholders from the Council and other local agencies and the regional migration partnership to:

- share existing knowledge, undertake research and improve systems to gain a better understanding of issues relating to new and emerging communities resulting from increased migration, and
- enable and support partners to respond individually and collectively to emerging and changing needs and circumstances

4.3 The Task Group's work programme covers:

- **Drawing together existing knowledge and data**, including:
  - existing dataset review
  - literature review – analysis of reports, best practice and guidance
  - snapshot exercise – to collate information from frontline workers

- developing information and other interventions for services and newly arrived communities based on recent experience with the Polish Community
- continuing the work of the Polish Community Task Group
- **Qualitative Research** to understand:
  - the experience of migrants, what information and support they may need to settle, integrate and be independent and contribute positively to Leeds
  - the experience of services and the impact recent migration is having on them
  - the perspectives of the established communities and the impact on community relations and cohesion

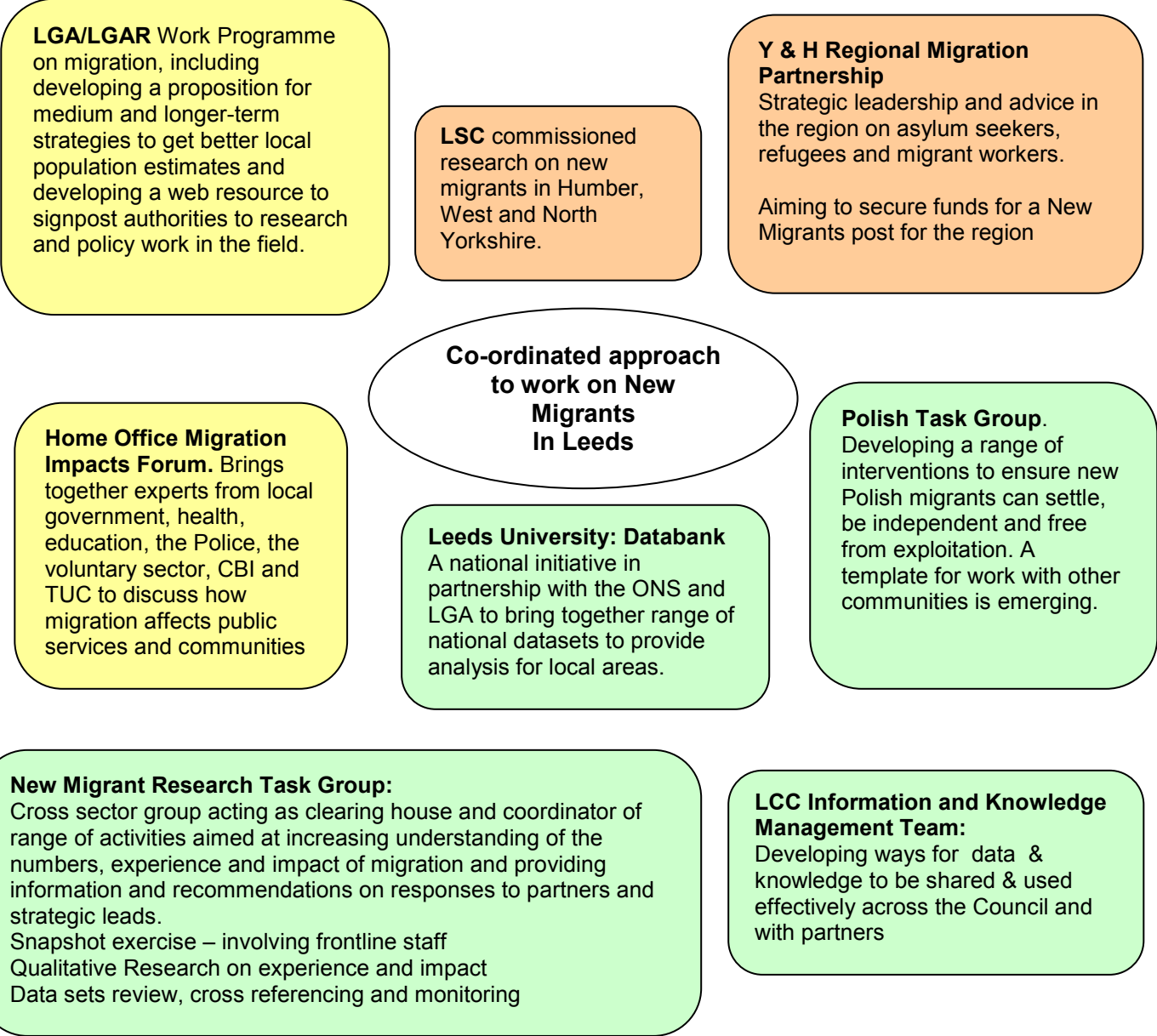
This research is currently being commissioned and it is anticipated that the consultants report will be available by March 2008. It is planned to have an event for a range of stakeholders in Leeds to discuss the research findings.

- **Developing communications** to dispel myths and ensure that the appropriate information is available to assist temporary or permanent settlement of new citizens to Leeds
- **Improving data, intelligence sharing and monitoring arrangements**
- **Providing a clearing house for information exchange** and a route for providing co-ordinated updates for the council and local partners

## **5 LINKING WITH A RANGE OF PARTNERS AND INITIATIVES TO DEVELOP A COHERENT APPROACH**

- 5.1 Work is underway or planned locally, regionally and nationally that needs linking and coordinating, to ensure the City has a coherent and effective approach for understanding and responding to migration and a changing community profile. Examples are shown in the diagram below.
- 5.2 Understanding and responding to migration and the changing community profile in Leeds has been identified as a key issue in the work programme of the recently formed Stronger Communities Strategic Outcomes Group. This is chaired by the Director of Environments and Neighbourhoods and includes senior officers from all Council Directorates. The Council's Corporate Leadership Team is also maintaining an overview of this work.

**Local, Regional and National developments informing approach to work with New Migrants in Leeds**



**Key**

- National
- Regional/Sub-regional
- Local

## 6 ISSUES TO CONSIDER WHEN ASSESSING LOCAL IMPACTS OF MIGRATION

- 6.1 Recent studies and reports on migration, such as the LGA's research on 'estimating the scale and impacts of migration at the local level' (November 2007) show that the detailed impact of migration varies depending on a number of local circumstances. These include the area's demography, labour market and economy, any current pressures on local services and the area's previous experience in dealing with diverse communities and cohesion issues.
- 6.2 A number of studies have been undertaken to assess the economic benefit of migration and these tend to highlight that migrants are over-represented in hard to fill occupations and are helping to support local economic growth.
- 6.3 Information the LGA has just analysed from over 100 authorities shows that whilst most report some pressures on services, very few have quantified the costs and have tended to focus on dealing with the impacts. Whilst targeted initiatives are sometimes costed, pressures on mainstream services such as housing, education, information and advice services and measures to promote cohesion are, of necessity in the context of finite budgets, being absorbed by stretching other budgets, and therefore the financial impact is hidden. The LGA's research concludes that most migrants' service requirements will be best met through developing mainstream services rather than creating separate specialist services.
- 6.4 The longer term costs and implications of migration, when migrants begin to settle permanently, have dependents and place demands on the social and physical infrastructure have rarely been considered and the LGA recommends that further research is done on this.
- 6.5 Below is a summary of services and issues identified from the LGA's work which highlights where the impact of migration is typically greatest.
- 6.6 **The provision of information advice and guidance** – advice services are typically the first point of contact for migrants. Information from the Audit Commission has shown that 'there is widespread confusion about entitlements both among migrants and those who try to help them, with a general need for better advice, information and guidance'. This includes advice services provided by the Council, e.g. One Stop Centres and voluntary sector services e.g. CABs. Migrants may have a range of issues they need assistance with which requires lengthy visits and may impact on service provision overall.
- 6.7 **Translation Services** – the Commission on Cohesion and Integration recommends that the emphasis should be on developing English Language skills but there is still a recognised need for translation of speech and written material into the first language of recently arrived migrants.
- 6.8 **Community cohesion and local tensions** – this includes understanding and addressing the needs of migrants, 'bridging' or integration activities and work with local communities to better inform them of the facts and benefits of the changing local population.

- 6.9 **Housing and Homelessness** – the complexities of housing market supply, demand, entitlement and need pose short and long term challenges. Across the country there are concerns that many migrants live in overcrowded properties in a poor state of repair, typically in the private rented sector and without written or clearly understood tenancy agreements. Significant additions to the local population over a period of time will have implications for the Core Strategy of the Local Development Framework both in terms of housing availability and the impact on the local infrastructure.
- 6.10 **Education** – pressures on schools and wider children’s services include those children arriving with no or little English, an increasing number and diversity of first languages, the numbers arriving part way through the school year, some complex special needs and attendance issues. Some areas have a high transience amongst the school population – this ‘churn’ is not always clear as the school role may appear ‘static’ in numerical terms but the reality of turnover brings significant additional costs and disruption compared to those schools with a more stable school role. There is a growing pressure on schools as more family groups arrive to join migrant workers.
- 6.11 **Child Protection** – issues include the complexities of language, culture and potentially traumatic experiences in their home country. It can be highly complex and resource intensive to investigate the family situation of transient families to ensure effective safeguarding.
- 6.12 **Adult Education and English as a Second Language** – there is insufficient provision of English as a second or other language (ESOL) in many areas and increasing demands. A number of migrants are highly skilled but take up low skilled jobs because their qualifications are not recognised in the UK.
- 6.13 **Community Space, Leisure and Cultural Activities** – libraries can act as a focal point and resource centre for migrants. Some groups set up community associations and seek meeting spaces for activities.
- 6.14 **Adult Social Care and Health** – new economic migrants tend to be young and fit and do not make major demands on health services when they first arrive. Mental health needs are being identified particularly for asylum seekers and refugees who have experienced trauma.
- 6.15 **Community Safety** – many authorities have reported that migrants were more likely to be victims of crime than perpetrators. Vehicle related crime including absent or forged documentation and drink driving is an issue in some areas. Fire and Rescue services are producing information in different languages, particularly about risks in houses in multiple occupation.
- 6.16 It is recommended that Scrutiny Board considers these issues, along with its views, and agrees which areas it would like to focus on in more detail for the next stage of the Inquiry. Officers will then be able to compile more information about these issues in Leeds, identify suitable witnesses and also report any relevant information or known good practice from other areas for the Board to consider.

## **7 RECOMMENDATIONS**

- 7.1 The Board notes and discusses the information contained in this report
- 7.2 The Board selects service areas for more detailed investigation based on the contextual information provided in section 6 of the report and the views of the Board

**EXTRACT FROM 'NEW EUROPEAN MIGRATION', IDEA****(Taken from 'Chapter 1: an overview', Pages 7 – 8)**

Migration has always been part of life in the UK. Outward migration from the UK to other countries and inward migration are part of this country's history, identity and economy. In 2005, the most recent year with full data, 380,000 people left the UK and 565,000 entered the country .

The OECD recently concluded: 'well-managed immigration flows offer benefits both for host countries and for migrants and their families. But the effective integration of immigrants into the societies of the countries where they settle is crucial, and this requires commitment and action at national and local level' .

Twelve new countries have recently joined the EU, 10 in 2004 and a further two in 2007. The 2004 enlargement has greatly increased both the scale and pace of migration, largely with the arrival of people of working age. On a national level in 2005/06, 662,000 new national insurance (NI) numbers were issued to foreign nationals, almost twice as many as in 2002/03.

The impact of migration from the new EU states needs to be seen in context. In 2005, the last year for which full international migration comparisons are available, 81,000 of the 565,000 people entering the country were from the new Eastern European states that joined the EU in 2004. A further 99,000 were from the rest of Europe and 93,000 from the so-called 'Old Commonwealth' countries of Australia, Canada, New Zealand and South Africa with, by far, the largest group of these being 42,000 from Australia.

Nonetheless, the numbers of people arriving from the Eastern Europe accession states are significant. Indeed, by 2006, the number of workers from the A8 countries, as measured by registrations under the worker registration scheme, was 224,295. On a national scale, such population movements remain relatively marginal. The net migration inflow of 185,000 in 2005 is just 0.3% of the total UK population and the number of A8 registrations in 2006 little more. Recent macroeconomic studies consider that migrant workers are net contributors to the economy and, indeed, one study credits a third of recent economic growth to accession state migration. Surveying over a thousand migrants and employers from the construction, hospitality and agricultural sectors (including a focus on au pairs), a Joseph Rowntree Foundation study reveals that 75% of employers felt that European enlargement had been good for business, with migrant workers doing jobs under employment conditions that UK nationals are not prepared to accept.

But at a local level, migration can have more diverse impacts. Especially when it takes place for the first time, or occurs suddenly and rapidly in an area, the population change may be much more significant than the net 0.3% national

change. Sixty-two local authorities, for example, experienced greater than average change between 2002/03 and 2005/06. In a few areas, the expansion of the workforce, as measured by the number of new NI numbers issued, was as high as 8% or 9% over the same three-year period.

The scale, pace and 'newness' of change are key factors that affect local authority responses. The availability of jobs has been a principal determinant of settlement. This has brought Eastern European migrant workers to a larger number of areas than just London, the South East and the other urban areas that have hosted earlier migrations. The new European migrants have also moved to areas without recent experience of inward migration, some of them with little ethnic diversity. Councils in these areas will need to respond to their local population change with this local context in mind which may be quite different from that of more ethnically diverse larger urban areas.

New migrants from within the enlarged EU tend to be economically active. It is a characteristic that sets them apart, for example, from asylum seekers who are required by immigration rules to be economically inactive while waiting for a decision on refugee status. This, in turn, has an impact on the way local authorities plan policies and services. Because they are active participants in the labour market, migrants from the EU accession countries are less likely to have the same economic vulnerability as asylum seekers. However, they are dependent on employment and can be vulnerable to exploitation or face problems if the employment is brought to an end.

Migrant workers are likely to be flexible about their long-term plans. However, like earlier migrations, such as from Ireland, migrant workers from the EU accession countries may make longer-term plans to settle in the UK if things work out well for them. The vast majority do not have dependants when they arrive in the UK and are likely to be single people. In cases where they have partners or children in their country of origin, however, they may make plans for family members to join them. Understanding more about the long-term intentions of migrant workers will again be a key factor in shaping local service delivery and responses.

Discussion and debate about migration can sometimes overlook the facts. The language used to describe migration can be confusing. Terminology is sometimes used inaccurately or is deliberately negative. It is important that language is used accurately and an objective and fair account of the situation is communicated. Councils owe a duty to ensure that they take a lead in the use of clear and appropriate language and communications in the field of migration.



### TERMINOLOGY AND ENTITLEMENTS

This section seeks to clarify a number of terms used when discussing migration as it is recognised that language relating to this can be confusing and terms are sometimes inaccurately used. It also outlines the entitlements of people in different categories. Information here is based on details in the IDEA good practice guide referred to in the main report.

**Migration** is the movement of persons from one country or locality to stay in another. A **migrant** is a person who relocates in this way.

**Immigration** is typically used to describe a more permanent act of relocation and settlement. Migrants may become permanently settled in a new location but there is no assumption that this is the initial intention.

Article 1 of the 1951 UN Convention defines a **refugee** as ‘a person who is outside his/her country of nationality or habitual residence; has a well founded fear of persecution because of his/her race, religion, nationality, membership in a particular social group or political opinion; and is unable or unwilling to avail himself/herself of the protection of that country, or to return there, for fear of persecution’.

The term is also sometimes used to describe displaced people fleeing from natural disasters such as floods, famines or earthquakes who are technically displaced people or environmental refugees and not covered by the legal meaning of refugee which relates to the UN Convention.

An **asylum seeker** is a person who is seeking or waiting for a decision about their refugee status.

#### Entitlements

**Asylum seekers** are not usually allowed to work in the UK while their application is being considered. They are not entitled to social security rights and instead receive basic support through the Borders and Immigration Agency (formerly National Asylum Support Service).

Asylum seekers who are successful in obtaining **refugee** status generally have the same rights as those of British Citizens. This includes any entitlements to education, health care services, employment, housing and welfare benefits.

Asylum seekers who are not successful in seeking refugee status and who stay in the country may qualify for accommodation provided by the Home Office. This is provided subject to people agreeing to a number of conditions. They are also eligible for treatment under the NHS if they need medical services. If people do not agree to the conditions they have no recourse to public funds or support.

**Residents of the EU and European Economic Area** enjoy freedom of movement and work within the UK except for special arrangements with respect to people from Bulgaria and Romania (A2 countries). EU residents are also entitled to equality of treatment and non-discrimination under social security schemes. Specific details of residence and work rules which apply are covered in the IDEA report on New European Migration.

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### Work with the New Polish Migrant Community in Leeds

A Case Study has been produced setting out the background and response by the council and other agencies to the inward migration of Polish citizens to Leeds since the EU enlargement in 2004. The full Case Study is available from LCC Regeneration Service.

#### The Case Study documents:

- the chronology of engagement with the new Polish citizens from July 2006 to date
- the emerging issues as individuals experience, needs and expectations change as time passes after first arriving
- the growing programme of interventions that need to be in place to respond to new waves of migrants and settlers
- the key elements for, and barriers to, success

#### The work with the new Polish community is:

- providing a template or framework for work and interventions with other new migrant communities.
- informing the development of strategy and action in response to new migrants

#### Chronology of engagement

Date	Activity
June 2006	The established Polish community made contact with the police and council to ask for help in managing a range of issues affecting new migrants.
July 2006	A general meeting with new migrants took place at the Polish Catholic Centre, attended by representatives from various agencies and large numbers of new migrants.
July 2006	The Regeneration Service forms a Polish Task group to address longer term issues and begins to meet monthly. A Polish volunteer accepts an invitation to become a member of the group
August 2006	A New Migrants Information point is set up at the Polish Centre – where a key range of information is made available in Polish
August 2006	Police began a regular contact point at the Polish Catholic Centre to build relations and hold surgeries.
March 2007	A Private Sector Housing information session was delivered at the Centre by Environmental Health.
July 2007	A Jobs and Benefits information session was delivered at the Centre by Job Centre Plus
Winter 2007	Social Housing and Early Years information sessions are to be delivered at the Centre by ALMO and Children’s Services.
Winter 2007/08	Health and Education information sessions will be delivered

Further details on the information sessions above can be found in the Case Study.

All of the Information Sessions have taken place at the Polish Catholic Centre on a Sunday after the church service, attracting up to 200 people each time. Interpreters from the Polish community have assisted at events and information given out by service providers has been in English and Polish.

### **Emerging Issues**

Information and other support has been developed to assist in the cycle of arrival, settlement, independence and integration. As the needs and expectations of new migrants change over time, the interventions that were designed, took this into account. For new arrivals the main issues were:

- Housing
- Benefits
- Health
- Advice
- Employment
- Registering for work
- Crime and the law
- Driving

New arrivals wanted to know where and how to find out more about these issues. As some of the rights of migrants and level of access to services is dependent on length of stay, the type of information people need alters as their residence lengthens and their plans and expectations change.

For example, the majority of new arrivals tend to live in private rented accommodation as they don't have access to social housing until they have been here, employed, for one year. Few can afford to buy their own properties. Private rented accommodation is expensive compared to social housing rents so moving from the private sector into the social sector is an aspiration for some. Many are moving on to buy houses as quickly as they can and once they decide they are settling.

### **Key elements for success:**

- The initial contacts and on going relationship with the new Polish community has been facilitated through the established Polish community infrastructure.
- The established infrastructure in the Polish community has also initiated a wide range of interventions to meet the needs of the new communities e.g. language classes, organising events and activities to integrate the new community members into the established Polish community and the wider community.
- Agencies have being willing to work flexibly – in time / location / venue – to meet the community's, not service needs.
- Maintaining a two-way information flow, from the new community to agencies and back to the new community, enables timely, accurate information to be shared.
- Other models to support the integration of new migrants have been implemented, including work with the Kurdish community, initiated by East AMT.

**Barriers to success:**

- Other new migrant communities do not necessarily have the established community infrastructure to support their transition, establishment and integration.
- There is no overarching strategy to ensure that new communities are supported to develop the capacity and infrastructure to engage effectively with the institutions that are responsible for understanding their needs and experience as citizens of the district, e.g. existing Infrastructure Support Organisations are not required to target new migrant communities as a focus for development work.

**Forward Plan:**

Continue working with the Polish community to:

- maintain links between the community and the public agencies, during this period of rapid change
- complete the development of a programme of Interventions and information to meet the needs of new migrants through the cycle of arrival, settling and integration.

**Other responses to New European Migration by LCC and partners:**

- Since this work was initiated a **Cross Sector New Migrants Research Task Group** has been convened by the Council and is undertaking a range of work to understand better the demographics, experience, aspirations and impact of new migrants in Leeds. This group is liaising closely with colleagues working regionally.
- The **Services of the Council are responding** to the emerging challenges and opportunities of this new wave of migration.
- The **LCC Stronger Communities Outcome Group** is taking a strategic lead on New Migrant community issues in the Council
- A **Welcome to Leeds website** is in development and will be launched in early 2008, including key information for new citizens to Leeds and frontline staff. At the same time a New Migrants Welcome and Rights poster, to aid staff in frontline services will be published.
- A **Council Overview and Scrutiny Inquiry into New Migration** is commencing in December 2007, expected to complete in Spring 2008.

The work with the Polish community is informing the understanding and emerging approach.

For more information contact: Pat Fairfax or Trudie Canavan,  
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**Report of the Head of Scrutiny and Member Development**

**Overview and Scrutiny Committee**

**Date: 11<sup>th</sup> December 2007**

**Subject: Overview and Scrutiny Committee – Work Programme**

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**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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**1.0 INTRODUCTION**

1.1 The attached appendices provide Members with a copy of the Committee's current Work Programme (Appendix 1) and the Forward Plan of Key Decisions (Appendix 2).

1.2 The Forward Plan of Key Decisions covers the period 1<sup>st</sup> December 2007 to 31<sup>st</sup> March 2008.

**2.0 RECOMMENDATION**

2.1 The Committee is requested to;

- (i) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.
- (ii) Receive and note the Forward Plan of Key Decisions.

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OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME - DECEMBER 2007

Item	Description	Notes	Type of item
<b>Meeting date – 11<sup>th</sup> December 2007</b>			
<b>Disability Equality Scheme</b>	To receive a progress report on the implementation of the action plan.	The Committee has been reviewing the scheme. The Committee endorses the Council's approach to a combined equality scheme.	PM
<b>Recommendation tracking</b>	To receive information from other Scrutiny Boards relating to progress on meeting recommendations made in 2006/07		MSR
<b>Scrutiny Inquiry – Responding to the needs of Migrants and their families</b>	Undertake Session 1		RP
<b>Meeting date – 8<sup>th</sup> January 2008</b>			
<b>Scrutiny Inquiry – Responding to the needs of Migrants and their families</b>	Undertake Session 2		RP
<b>Scrutiny of the Budget</b>	To receive and consider quarter 2 financial report.		PM

Key:

CCFA / RFS – Community 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

OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME - DECEMBER 2007

Leeds Strategic Plan	To discuss targets and indicators within the Plan		DP
<b>Meeting date – 5<sup>TH</sup> February 2008</b>			
<b>Performance Management Information</b>	The Committee will receive performance management information covering all departments.	Following receipt of this information the Committee may recommend areas for further Scrutiny.	PM
<b>Scrutiny of the Budget</b>	To receive and consider quarter 3 financial report.		PM
<b>Recommendation tracking</b>	Scrutiny Boards will track recommendations made in 2006/07	Recommendations tracked will be those made in the 'Narrowing the Gap' report.	MSR
<b>Scrutiny Inquiry – Responding to the needs of Migrants and their families</b>	Undertake Session 3		RP
<b>Meeting date – 11<sup>th</sup> March 2008</b>			
<b>Scrutiny of the Budget</b>			PM
<b>Recommendation tracking</b>	To receive information from other Scrutiny Boards relating to progress on meeting recommendations made in 2006/07		MSR

Key:

CCFA / RFS – Community 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

<b>Scrutiny Inquiry – Responding to the needs of Migrants and their families</b>	Undertake Session 4	RP
<b>Meeting date – 8<sup>TH</sup> April 2008</b>		
<b>Annual Report</b>		PM
<b>Scrutiny Inquiry – Responding to the needs of Migrants and their families</b>	To agree the final report	RP
<b>Unscheduled Items</b>		
Direct Payments		
<b>Working Groups</b>		
<b>Working group</b>	<b>Membership</b>	<b>Progress update</b>
ALMO Working Group	Cllrs Grahame, Bentley, Hanley, Pryke and Anderson	Initial meeting held and further information requested.
		14/11/07

Key:  
 CCFA / RFS – Community 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

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**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 December 2007 to 31 March 2008

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Corporate Contract for an Executive Search and Selection Service to Leeds City Council Award of Contract	Assistant Chief Executive (Corporate Governance)	1/12/07	Client Departments	Contract Award Report	Assistant Chief Executive (Corporate Governance)
Waiver of Contract Procedure Rules To continue expired contract with igen Ltd for 22 Personal Advisers working with young people during transition from pre 16 to post 16 learning. Value £706,260	Chief Executive of Connexions West Yorkshire	3/12/07	Connexions West Yorkshire Leeds Local Management Committee	Report to the Chief Executive of West Yorkshire Connexions	Chief Executive of Connexions West Yorkshire
Review of HR Structures To agree revised HR structure	Director of Resources	7/12/07	Extensive consultation with the Trade Unions and internal stakeholders	Report to the Director of Resources	Director of Resources

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Highway Maintenance Projects Estimated to Cost in Excess of £5,000 for Inclusion in the Highway Maintenance Capital Programme 2008/09	Director of City Services	10/12/07	Each elected member will be consulted on the proposed streets in their ward during October 2007	Report to the Director of City Services	Director of City Services
Capital Injection of BSF and Existing PFI ICT Funding To approve the injection of the capital and to provide the authority to spend	Executive Board (Portfolio: Children's Services)	19/12/07		The report will be sent to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds
Leeds Climate Change Strategy To approve the consultation draft of the Leeds Climate Change Strategy for design and consultation	Executive Board (Portfolio: Development and Regeneration)	19/12/07	The consultation for the draft strategy will focus on organisations with a stake in climate change, particularly businesses, the public sector and 3 <sup>rd</sup> sector. Members briefings will be offered. The public will also be informed through the website and About Leeds.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Phase Two Children's Centres in Gipton Obtain authority to incur expenditure	Executive Board (Portfolio : Children's Services)	19/12/07	Full local consultation has been going on for 2 years	The report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
<p>Formation of the Garforth Schools Trust            To note the formation of the Garforth Schools Trust and approve the transfer of land and premises assets from Council to Trust ownership.</p>	<p>Executive Board            (Portfolio: Children's Services)</p>	<p>19/12/07</p>	<p>These proposals have been developed and pursued by the schools concerned, led by Garforth Community College. As part of the statutory process required for the change of school status and formation of the Trust, a detailed programme of consultation has been undertaken with (amongst others) local schools/educational establishments, the local authority, Diocesan representatives, staff, unions, LCC Scrutiny Board, Local Councillors and Members of Parliament. Responses were fed back to governing bodies and were overwhelmingly positive. Further details on the consultation process can be made available upon request. Proposals for asset transfer will be discussed by Education Leeds Capital Projects Board and LCC Asset Management Group prior to Executive Board discussion. The Councils Property and Finance Legal team and Asset Management team have been involved in the process throughout.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Executive of Education Leeds</p>



Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
<p>Home Energy Conservation Act 11th Report</p> <p>Approval for release to DEFRA, signing off by Chief Officer prior to release for the 30 November deadline and for information to the December Executive Board.</p>	<p>Executive Board (Portfolio: Neighbourhoods and Housing)</p>	<p>19/12/07</p>	<p>None</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of Environment and Neighbourhoods</p>
<p>Contract to allow advertising on a number of strengthened street lighting columns in Leeds</p> <p>The letting of a contract for advertising on a number of strengthened street lighting columns in Leeds(excluding the City Centre) 2007-2022.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>19/12/07</p>	<p>Legal and Democratic Services, PPU and all affected Members</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Services</p>

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
LEEDS/BRADFORD Corridor Project To support joint work with Bradford within the Leeds/Bradford corridor.	Executive Board (Portfolio: Neighbourhoods and Housing)	19/12/07	Already carried out with partner organisations eg METRO, WNW Homes Leeds, Firebird. All bodies are represented on the Partnership Working Group.	The report to be issued to the decision maker with the agenda for the meeting	Director of Environment and Neighbourhoods
Leeds Local Development Framework - Annual Monitoring Report 2007 Approval prior to submission to the Secretary of State by 31 <sup>st</sup> December 2007.	Executive Board (Portfolio: Development and Regeneration)	19/12/07	Officer and Member briefings, Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Leeds Local Development Framework - West Leeds Gateway Area Action Plan Preferred Options Approval for public consultation commencing in Early 2008.	Executive Board (Portfolio: Development and Regeneration)	19/12/07	Officer and Member Briefings, Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Regional Spatial Strategy - Proposed Changes - Leeds City Council Representations Approval prior to formal submission to the Secretary of State (Deadline 31 <sup>st</sup> December 2007).	Executive Board (Portfolio: Development and Regeneration)	19/12/07	Officer and Member briefings, Development Plan Panel	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Roundhay Road Proposed HOV Scheme Authority to implement the HOV lane and extension of the bus lane	Executive Board (Portfolio: Development and Regeneration)	19/12/07	Lead Member, Ward Members, West Yorkshire Passenger Transport Executive (WYPTE), Bus Operators and Frontagers	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Leeds West End Partnership - Memorandum of Understanding To agree to the principle of establishing a Memorandum of Understanding and to agree with its contents	Executive Board (Portfolio: City Development)	23/1/08	Legal Services West End Partnership Board Stakeholders	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
<p>Otley - Heavy Goods Vehicle Traffic To seek approval for HGV proposals for HGV Management in the Otley area.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>23/1/08</p>	<p>Ward Members, Neighbouring Local Authorities</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>
<p>Town and District Centres Parking Strategy and Priorities To note the contents and recommendations of the Town and District Centres Parking Strategy and Priorities Study, and to approve recommendations for the development of local parking strategies for the centres identified in the report.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>23/1/08</p>	<p>No specific consultation is associated with the report. The development of strategies for the centres recommended in the report will be progressed subject to approval by Elected Members to the detailed consultation stage.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</p>
<p>Waste Disposal Contract Extension To extend the current waste disposal contract by 6 months.</p>	<p>Director of City Services</p>	<p>1/2/08</p>	<p>Chief Officer</p>	<p>Contract Documents</p>	<p>Director of City Services</p>

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Bridge Capital Maintenance 2008/09 Approval of programme of design and implementation of strengthening and maintenance schemes and authority to incur expenditure	Director of City Development	8/2/08	Ward members will be consulted at the appropriate time prior to construction	LTP Settlement 2008/09	Director of City Development

## **NOTES**

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £500,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

<b><u>Executive Board Portfolios</u></b>	<b><u>Executive Member</u></b>
Central and Corporate	Councillor Mark Harris
Development and Regeneration	Councillor Andrew Carter
Environmental Services	Councillor Steve Smith
Neighbourhoods and Housing	Councillor John Leslie Carter
Leisure	Councillor John Procter
Children's Services	Councillor Richard Brett
Learning	Councillor Richard Harker
Adult Health and Social Care	Councillor Peter Harrand
Leader of the Labour Group	Councillor Keith Wakefield
Leader of the Morley Borough Independent Group	Councillor Robert Finnigan
Advisory Member	Councillor Judith Blake

In cases where Key Decisions to be taken by the Executive Board are not included in the Plan, 5 days notice of the intention to take such decisions will be given by way of the agenda for the Executive Board meeting.

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer

**NOTES:**

The Council's Constitution, in Article 4, defines those plans and strategies which make up the Budget and Policy Framework. Details of the consultation process are published in the Council's Forward Plan as required under the Budget and Policy Framework.

Full Council ( a meeting of all Members of Council) are responsible for the adoption of the Budget and Policy Framework.

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