



A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 31st October, 2007 at 1.30 pm

Members of the Council are invited to attend and transact the following business:

1. Minutes

To confirm the minutes of the Council Meeting held on 18th July 2007.

2. Declarations of Interest

To receive any declarations of interest from Members

3. Communications

To receive such communications as the Lord Mayor, the Leader, Members of the Executive Board or the Chief Executive consider appropriate

4. Deputations

To receive deputations in accordance with Council Procedure Rule 10

5. Reports

To approve the recommendations in the following report considered by the Monitoring Officer as appropriate to be received at this meeting in accordance with Council Procedure Rule 2.2.f:

- (a) The report of the Assistant Chief Executive (Corporate Governance) on temporary changes to Council Procedure Rules

J PROCTER

- (b) To approve recipients for the Leeds Award and names for memorial inscriptions

M HARRIS

6. Questions

To deal with questions in accordance with Council Procedure Rule 11

7. Recommendations of the Executive Board

To consider the report of the Assistant Chief Executive (Corporate Governance) on recommendations of the Executive Board

M HARRIS

8. Recommendations of the Corporate Governance and Audit Committee
To consider the report of the Assistant Chief Executive (Corporate Governance) on recommendations of the Corporate Governance and Audit Committee

M HARRIS

9. Minutes
To receive the minutes in accordance with Council Procedure Rule 2.2(m)
10. White Paper Motion - Government Targets for New Housing
This Council notes with great concern the revised targets that the Government is proposing for housing numbers across West Yorkshire and particularly Leeds. This Council believes that the targets now being proposed by the Government for the City are unsustainable and unattainable.

The Council resolves:

- (a) to do everything it can to protect greenbelt and greenfield sites around the city
- (b) to point out to the Government that their proposals would lead to unsustainable development through the consultation process currently underway
- (c) to inform the Government that the numbers required have a very damaging effect on the Council's own regeneration initiatives in the EASEL, Swarcliffe, West Leeds Gateway and other areas of the city.

In conclusion this Council resolves to strongly oppose the new housing allocation targets and calls upon all Leeds' Members of Parliament to support the Council in this action.

A CARTER

11. White Paper Motion - Construction of an Incinerator in Leeds
This Council is opposed to an incinerator being constructed anywhere in the city and calls upon the ruling Administration to make their waste strategy clear to the people of Leeds.

J BLAKE

12. White Paper Motion - The Royal British Legion "It's time to Honour the Covenant" Campaign

This Council notes the excellent work carried out by the various branches of The Royal British Legion throughout the City of Leeds.

In particular we note the work of the "Its time to Honour the Covenant" campaign and request that the Chief Executive write to the Secretary of State for Defence and to all Leeds MP's showing the support of Leeds City Council to this campaign.

T GRAYSHON

13. White Paper Motion (Procedure Rule 3.1(d)) - Houses in Multiple Occupation

Council notes that:

- in England a family house and a house in multiple occupation (HMO) are in the same Use Class, in planning terms, which means that planning permission is not required to use what was a family house as an HMO.

- If the planning rules in England were changed to create a separate Use Class for HMOs, it would be much easier to control their distribution and local density in the City.

- Having a high density of HMOs can have a detrimental effect on local communities, for example in terms of waste, parking and noise, and can eventually lead to communities becoming unbalanced and unsustainable.

Therefore Council instructs the Council Leader to ask the Government to change the planning rules in England to create a separate Use Class for HMOs, and to write to all Leeds MPs to lend their support.

J MONAGHAN

14. White Paper Motion (Procedure Rule 3.1(d)) - Leeds Rhinos and Castleford Tigers Rugby League Teams

This Council congratulates Leeds Rhinos on their fantastic grand final success, and furthermore urges the administration to appropriately celebrate their achievement in this Leeds 800th year.

Finally this Council joins with the councillors for Kippax and Methley Ward in congratulating the Castleford Tigers on the promotion back to the Super League.

K PARKER

Chief Executive

Civic Hall
Leeds
LS1 1UR

NOTE – The order in which White Paper motions will be debated will be determined by Whips prior to the meeting

This page is intentionally left blank



Proceedings of the Meeting of the Leeds City Council held at the
Civic Hall, Leeds on Wednesday, 18th July, 2007

PRESENT: The Lord Mayor Councillor Brian Cleasby in the Chair

WARD

ADEL & WHARFEDALE

John Leslie Carter
Clive Fox
Barry John Anderson

ALWOODLEY

Ruth Feldman
Peter Mervyn Harrand
Ronald David Feldman

ARDSLEY & ROBIN HOOD

Jack Dunn
Karen Renshaw

ARMLEY

James McKenna
Janet Harper
Alison Natalie Kay Lowe

BEESTON & HOLBECK

Adam Ogilvie
David Congreve
Angela Gabriel

BRAMLEY & STANNINGLEY

Ted Hanley
Neil Taggart
Angela Denise Atkinson

BURMANTOFTS & RICHMOND HILL

David Hollingsworth
Ralph Pryke

WARD

CALVERLEY & FARSLEY

Amanda Lesley Carter
Frank Robinson
Andrew Carter

CHAPEL ALLERTON

Mohammed Rafique
Jane Dowson
Sharon Hamilton

CITY & HUNSLET

Patrick Davey
Mohammed Iqbal
Elizabeth Nash

CROSS GATES & WHINMOOR

Pauleen Grahame
Peter John Gruen
Suzi Armitage

FARNLEY & WORTLEY

Ann Blackburn
Luke Russell
David Blackburn

GARFORTH & SWILLINGTON

Mark Dobson
Thomas Murray
Andrea Harrison

GIPTON & HAREHILLS

Arif Hussain
Roger Harington
Alan Leonard Taylor

GUISELEY & RAWDON

Stuart Andrew
John Bale
Graham Latty

HAREWOOD

Rachael Procter
Alec Shelbrooke
Ann Castle

HEADINGLEY

James John Monaghan
Martin Hamilton
David Morton

HORSFORTH

Andrew Barker
Brian Cleasby

HYDE PARK & WOODHOUSE

Kabeer Hussain
Linda Valerie Rhodes-Clayton
Penny Ewens

KILLINGBECK & SEACROFT

Veronica Morgan
Brian Michael Selby
Graham Hyde

KIPPAX & METHLEY

James Lewis
Keith Ivor Wakefield
John Keith Parker

KIRKSTALL

John Anthony Illingworth
Bernard Peter Atha
Elizabeth M Minkin

MIDDLETON PARK

Judith Blake
Debra Ann Coupar
Geoffrey Driver

MOORTOWN

Brenda Lancaster
Richard Harker
Mark Daniel Harris

MORLEY NORTH

Robert William Gettings
Thomas Leadley
Robert Finnigan

MORLEY SOUTH

Terrence Grayshon
Christopher James Beverley
Judith Elliot

OTLEY & YEADON

Colin Campbell
Ryk Downes
Graham Peter Kirkland

PUDSEY

Richard Alwyn Lewis
Mick Coulson
Josephine Patricia Jarosz

ROTHWELL

Steve Smith
Barry Stewart Golton
Donald Michael Wilson

ROUNDHAY

Valerie Kendall
Paul Wadsworth
Matthew Lobley

TEMPLE NEWSAM

Jacqueline Langdale
Michael Lyons
William Schofield Hyde

WEETWOOD

Susan Bentley
Judith Mara Chapman
Brian David Timothy Jennings

WETHERBY

Alan James Lamb
John Michael Procter
Gerald Wilkinson

26 Announcements

The Lord Mayor referred to the death of Honorary Alderman Sheila Gill on 21st June 2007 and reported the death of Roy Wordsworth, the Civic Hall Warden earlier in the day of this meeting and Council stood in silent tribute.

27 Minutes

It was moved by Councillor J Procter seconded by Councillor Gruen and

RESOLVED – That the minutes of the Council meeting held on 20th June 2007 be approved.

28 Declarations of Interest

The Lord Mayor announced that a list of written declarations submitted by Members was on deposit in the public galleries and had been circulated to each Member's place in the Chamber.

Following an invitation to declare further individual interests declarations in accordance with the Council's Code of Practice were made as follows:

- (a) Councillors A Hussain and Iqbal declared personal interests in minute 29(2) of this meeting as taxi drivers.
- (b) Councillor Leadley declared a personal interest in minute 29(1) of this meeting as a member of Plans Panel (West)
- (c) Members declared personal interests in minute 32 of this meeting as follows:
 - Harker - Member of the Children Leeds Partnership
 - D Blackburn - Mother in receipt of Social Care
 - A Blackburn - Mother-in-law in receipt of Social Care and Member of Board of West North West Homes
- (d) Councillor Harris declared a personal and prejudicial interest in minutes 33 and 34 of this meeting as a Director of a company providing flooding equipment
- (e) Councillors A Hussain, Iqbal and Rafique declared personal and prejudicial interests in minute 36 of this meeting as landlords

29 Deputations

Three deputations were admitted to the meeting and addressed Council as follows:

- 1 Leeds Girls High Action Group Regarding Development of the Leeds Girls High School Site
- 2 Representatives of the Leeds Licensed Taxi Trade Regarding Concerns Over Insufficient Taxi Ranks in Leeds
- 3 Action Against Ragwort Group Regarding the Control of Ragwort.

RESOLVED – That the subject matter of the deputations be referred to the Executive Board for consideration.

30 Reports

Reports admitted to the agenda in accordance with Council Procedure Rule 2.2(f) were considered as follows:

(a) Cancellation of Council Meeting – 5th September 2007

It was moved by Councillor J Procter seconded by Councillor Gruen and

RESOLVED – That the meeting of Council scheduled for 5th September 2007 be cancelled.

(b) Appointments

It was moved by Councillor J Procter seconded by Councillor Gruen and

RESOLVED – That the report of the Assistant Chief Executive (Corporate Governance) on appointments be approved.

31 Questions

1 Councillor Lyons to the Executive Member (Environmental Services)

Could the Executive Board Member for Environmental Services please tell me where his administration plan to site their proposed incinerator?

The Executive Member (Environmental Services) replied

2 Councillor Wilson to the Leader of Council

Would the Leader of Council outline what measures the City Council has taken, along with the budgetary provision made, to alleviate the effects of flooding over the last three years?

The Leader of Council replied

3 Councillor Wilkinson to the Executive Member (Development and Regeneration)

Will the Executive Member responsible please update me on the progress that has been made on highways maintenance across the city?

The Executive Member (Development and Regeneration) replied

4 Councillor D Blackburn to the Executive Member (Development and Regeneration)

Does the Executive Member for Development & Regeneration agree with me that proper sustainable drainage is more than ever necessary allowing for the increase in extreme weather conditions?

The Executive Member (Development and Regeneration) replied

5 Councillor Rafique to the Executive Member (Neighbourhoods and Housing)

Will the Executive Member for Neighbourhoods & Housing please explain the source of his statistics in response to my query on robbery and crime figures for Leeds at the Council meeting last month?

The Executive Member (Neighbourhoods and Housing) replied

6 Councillor Lancaster to the Executive Member (Adult Health and Social Care)

Would the Executive Board Member like to comment on the Minister for Care Services recent remarks about promoting "Dignity in Care" in Leeds?

The Executive Member (Adult Health and Social Care) replied

- 7 Councillor D Blackburn to the Executive Member (Development and Regeneration)

Bearing in mind recent extreme weather events, does the Executive Member for Development & Regeneration agree with me that the amount of householders hard surfacing their gardens is having an adverse effect with regard to drainage?

The Executive Member (Development and Regeneration) replied

- 8 Councillor Wakefield to the Executive Member (Children's Services)

In the light of the recently published white paper on Youth Services, could the Executive Board Member for Children's Services please reassert this Council's commitment to offering excellent services for young people?

In the absence of the Executive Member (Children's Services) the Executive Member (Learning) replied

- 9 Councillor D Blackburn to the Executive Member (Environmental Services)

Could the Executive Member for Environmental Services tell me what his plans are for working towards making Leeds a Carbon Neutral City?

The Executive Member (Environmental Services) replied

- 10 Councillor Murray to the Executive Member (Learning)

Could the Executive Board Member for Education please tell us how he plans to tackle the problems highlighted in the recent Ofsted Report regarding South Leeds High School?

The Executive Member (Learning) replied

At the conclusion of Question Time the following questions remained unanswered and it was noted that under the provisions of Council Procedure Rule 11.6 written responses would be sent to each Member of Council:

- 11 Councillor A Blackburn to the Executive Member (Development and Regeneration)
12 Councillor Selby to the Leader of Council
13 Councillor Lowe to the Executive Member (Children's Services)

32 Minutes

It was moved by Councillor Harris seconded by Councillor J Procter and

RESOLVED – That the minutes submitted to Council in accordance with Council Procedure Rule 2.2(m) be received.

Council Procedure Rule 4 providing for the winding up of business was applied prior to all notified comments on the minutes having been debated.

(The meeting was suspended at 4.55 pm and resumed at 5.18 pm)

33 White Paper Motion - Responses to Flooding Incidents

It was moved by Councillor Lyons seconded by Councillor Wakefield

That this Council recognises the suffering and misery that recent flooding has caused to many people in Leeds and calls upon the Council to make sure it is doing all it can to help people to return their lives to normality. Furthermore we urge the council to work constructively with the Environment Agency, the Department of the Environment, Yorkshire Water and all other agencies to make sure they too are doing everything they can to help people most in need.

This council calls for an inquiry into the City's preparedness to deal with flooding incidents like these and identify how such events can be avoided in the future, recognising the greater risk through climate change.

Furthermore this council demands urgent action to be taken to provide relief for all people affected by flooding and to examine options which would help:

- Provide information about making insurance claims.
- Provide relief to local people whose homes are uninsured, who may be burdened by rising insurance costs and for those people who may now be unable to get their homes insured in the future.
- To look into the feasibility of providing people with relief from the council tax.
- To establish a fund to help those affected.

This council recognises the need to make sure that no people affected by flooding are taken advantage of by cowboy contractors inflating prices and preying on the vulnerable

And finally this council congratulates the work of the emergency services, the environment agency and the employees of Leeds City Council who worked with such professionalism, dedication and bravery to help evacuate homes and deal with problems caused by the recent floods

An amendment was moved by Councillor A Carter seconded by Councillor W Hyde

First Line, Delete everything after: ... people in Leeds and

Add: ... calls upon the Government to properly fund Councils to enable them to set up a well funded hardship fund. This Council welcomes the fact that the City Council, through its own resources is to fund a pilot scheme in the worst affected residential areas aimed at protecting residential properties for longer from flood damage.

Furthermore this Council recognises the speed with which the administration has moved to have discussions with the Environment Agency and other agencies and has agreed to set up a task force involving the City Council, the Environment Agency, Yorkshire Water and other organisations to bring forward the appropriate schemes for flood alleviation in the City Centre and in the residential areas of Leeds affected by the recent flooding.

This Council recognises the need to ensure that residents affected by flooding are given as much help and information as possible.

And finally this Council congratulates the work of the emergency services, the Environment Agency and the employees of Leeds City Council who worked with such professionalism, dedication and bravery to help evacuate homes and deal with problems caused by the recent floods.

The amendment was carried and upon being put as the substantive motion it was

RESOLVED UNANIMOUSLY – That this Council recognises the suffering and misery that recent flooding has caused to many people in Leeds and calls upon the Government to properly fund Councils to enable them to set up a well funded hardship fund. This Council welcomes the fact that the City Council, through its own resources is to fund a pilot scheme in the worst affected residential areas aimed at protecting residential properties for longer from flood damage.

Furthermore this Council recognises the speed with which the administration has moved to have discussions with the Environment Agency and other agencies and has agreed to set up a task force involving the City Council, the Environment Agency, Yorkshire Water and other organisations to bring forward the appropriate schemes for flood alleviation in the City Centre and in the residential areas of Leeds affected by the recent flooding.

This Council recognises the need to ensure that residents affected by flooding are given as much help and information as possible.

And finally this Council congratulates the work of the emergency services, the Environment Agency and the employees of Leeds City Council who worked with such professionalism, dedication and bravery to help evacuate homes and deal with problems caused by the recent floods.

(Councillor Harris, having declared a personal and prejudicial interest, left the meeting during the consideration of both this item and the one referred to in minute 34 below)

34 White Paper Motion - Environment Agency Funding to Reduce Flooding

It was moved by Councillor A Carter seconded by Councillor Downes and

RESOLVED UNANIMOUSLY - That this Council, recognising the fact that the recent flooding and heavy rainfall is likely to be repeated in years to come, calls upon Her Majesty's Government to reverse the cuts in funding to the Environment Agency and indeed to invest further in measures to reduce flooding across the UK.

This Council also calls upon the Environment Agency to reinstate the Leeds flood alleviation scheme and the schemes for Wykebeck and Farnley

(The provisions of Council Procedure Rule 4 providing for the winding up of business were applied at the conclusion of the speech of the mover of this motion)

35 White Paper Motion - Use of Traditional Nappies

It was moved by Councillor A Blackburn seconded by Councillor Russell

That this Council reaffirms its commitment to the promotion of the use of traditional nappies, and writes to the new Health Minister, Ben Bradshaw, bearing in mind his recent comments, urging the Government to continue its financial support of the Real

Nappy Campaign, to encourage the use of traditional nappies instead of disposable ones to help reduce the impact on the environment.

An amendment was moved by Councillor Minkin seconded by Councillor Ogilvie

Delete all after

“That this Council reaffirms its commitment to the “

And replace with

“environment, and urges that consumers should be provided with accurate information to permit an informed choice about the environmental costs of the various options available for nappies.”

The amendment was carried and upon being put as the substantive motion it was

RESOLVED - That this Council reaffirms its commitment to the environment, and urges that consumers should be provided with accurate information to permit an informed choice about the environmental costs of the various options available for nappies.

36 White Paper Motion (Procedure Rule 3.1(d)) - Condition of Streets in Student Let Areas

It was moved by Councillor Atha seconded by Councillor Illingworth

That this Council recognises the deplorable state of streets in areas like Headingley, Kirkstall, Burley and Hyde Park caused by inconsiderate landlords clearing houses formerly let to students and depositing massive amounts of unsorted and therefore contaminated waste on the streets of those areas. It therefore requires the Chief Executive to institute immediate prosecutions of offenders and legal measures to recover the cost of collecting and disposing of the rubbish collected.

An amendment was moved by Councillor Smith seconded by Councillor Monaghan

Delete all after "This Council" and replace with

"acknowledges the hard work of officers in clearing up waste in Headingley, Kirkstall, Burley, Hyde Park and Woodhouse during the student change over period.

This Council recognises the scale of the problem in these areas and notes the successes of the student changeover group in bringing together the universities, student unions, police, local residents, charities, landlords and council officers to tackle this yearly problem. Council notes specifically:

- the creation of the 'Leave Leeds Tidy' campaign by Leeds Universities students union
- the presence of PCSO's, neighbourhood wardens, enforcement, environmental health and Streetscene officers during the changeover period
- the landlord amnesty at household waste sites in inner north west Leeds
- additional refuse collections

Council acknowledges the seriousness of the problem and pledges to continue working to reduce the amount of waste disposed of at this time of year as well as encouraging reuse and recycling where possible. This council will prosecute those who dispose of their refuse illegally."

The amendment was carried and upon being put as the substantive motion it was

RESOLVED – That this Council acknowledges the hard work of officers in clearing up waste in Headingley, Kirkstall, Burley, Hyde Park and Woodhouse during the student change over period.

This Council recognises the scale of the problem in these areas and notes the successes of the student changeover group in bringing together the universities, student unions, police, local residents, charities, landlords and council officers to tackle this yearly problem. Council notes specifically:

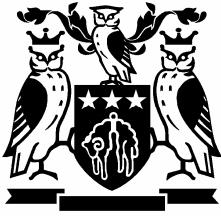
- the creation of the 'Leave Leeds Tidy' campaign by Leeds Universities students union
- the presence of PCSO's, neighbourhood wardens, enforcement, environmental health and Streetscene officers during the changeover period
- the landlord amnesty at household waste sites in inner north west Leeds
- additional refuse collections

Council acknowledges the seriousness of the problem and pledges to continue working to reduce the amount of waste disposed of at this time of year as well as encouraging reuse and recycling where possible. This council will prosecute those who dispose of their refuse illegally.

(Councillors A Hussain, Iqbal and Rafique, having declared personal and prejudicial interests left the meeting during the consideration of this item)

Council rose at 7.05 pm

This page is intentionally left blank



Originator: Stuart Turnock
Tel: 74666

Report of the Assistant Chief Executive (Corporate Governance)

COUNCIL

Date: 31st October 2007

Subject: Temporary Change to Council Procedure Rules

<p>Electoral Wards Affected:</p> <div style="border: 1px solid black; display: inline-block; width: 20px; height: 10px; vertical-align: middle;"></div> Ward Members consulted (referred to in report)

1. PURPOSE OF THE REPORT

1.1 The purpose of this report is to seek approval to a temporary change to Council Procedure Rules for the Council Meeting which will determine the outcome of the Review of Polling Districts and Polling Places..

2. BACKGROUND

- 2.1 The Council for a number of years, by virtue of s18 Representation of the People Act 1983, has had a duty to divide the parliamentary constituencies within its area into polling districts¹ and to designate a polling place² for each district. The Returning Officer then nominates a polling station³ within each polling place.
- 2.2 Section 16 of the Electoral Administration Act 2006 introduced a number of changes to the 1983 Act and particularly with regard to the way reviews of polling districts and polling places must be undertaken. The most important change is that the Council is obliged, by that Act, to conduct a full review in its area within 12 months of the coming into force of the Act, and then complete a further review of each polling district and polling place every four years thereafter.
- 2.3 The Act came into force on 1 January 2007 and so the first review must be completed by 31 December 2007 and the second review by December 2011.
- 2.4 It is important to note that the new regime does not prevent changes being made to polling districts at any time before the next full review in 2011(or at any time thereafter).

¹ The area created by the division of a constituency, ward or division into smaller parts, within which a polling place can be determined which is convenient to electors

² The building or area in which polling stations will be selected by the Returning Officer

³ The room or building chosen by the Returning Officer where the poll takes place for each election.

- 2.5 It should also be noted that polling districts and places for local government elections are not automatically part of the review. These are covered by a different section of the Representation of the People Act 1983. However Guidance issued by the Electoral Commission suggests that reviews of parliamentary polling arrangements should always be conducted simultaneously with a review of local government arrangements. The polling districts and places for UK parliamentary and local government elections should always be the same.
- 2.6 The Electoral Commission Guidance sets out the review process. It takes place in a number of stages which can be summarised as follows:
- 2.6.1 A Preliminary Stage when notice is given of the review and that representations would be welcome particularly from those with expertise in access for persons with any type of disability. It also set out the reference documents which should be made available.
- 2.6.2 A Proposal Stage when the authority's initial proposals are consulted upon. The Returning officer must comment, at this stage, on all existing polling stations used and any new polling stations which would probably be chosen if the new proposals were accepted by the authority. It suggests that the review by the authority (of districts and places) should be conducted jointly with the Returning Officer's review (of polling stations).
- 2.6.3 The Consultation Stage for representations and comments of the local authority proposals for polling districts and places. This is in two parts (i) a compulsory submission from the Returning Officer of the parliamentary constituency and (ii) submissions from other persons and bodies which can be referenced to the Returning Officer's proposed polling stations as well as the authority proposals.
- 2.6.4 Conclusion of Review when the council must produce final proposals taking into consideration all of the representations made
- 2.6.5 The Decision of the Council on the proposals. This decision will be made by members in a Full Council meeting.
- 2.6.6 The Publishing Stage when the decision and background material is published.
- 2.7 The Council are currently in the middle of the Consultation Stage which is due to be completed on 13 November. That will be followed by the Conclusion of the Review and, at a special Council Meeting in December, the Decision of the Council

3.0 COUNCIL PROCEDURE AND PROCEDURE RULES

- 3.1 At the Council Meeting to determine the outcome of the Review Council will be presented with a Report setting out the Final Proposals. Those Proposals will have been approved at the Meeting of the Corporate Governance and Audit Committee on 28 November 2007. At Full Council a Motion of Acceptance of that Report will be moved and seconded. Amendments to the Report can be moved and seconded and voting on the Motion and Amendments will proceed in the normal way.
- 3.2 Council Procedure Rules as currently drawn provide (at CPR 13.1) that no amendment to a motion shall be moved at any meeting of the Council unless notice thereof in writing setting out the amendment and signed by the member or members giving it, has been received by the Chief Executive not less than 24 hours before the commencement of the meeting.
- 3.3 Consequently the Rules would allow an amendment to the Report to be tabled 24 hours before the meeting even if it contained a proposal for a Polling District or Polling Place that had not previously been suggested at any stage in the consultation process. The proposal in such an amendment may have far-reaching 'knock on' effects that could not be properly analysed in 24 hours and so members might find themselves approving a change which subsequently proved to be impractical.
- 3.4 It is therefore proposed that Council Procedure Rules be amended for the consideration of this item only at the December 2007 Meeting, to prevent such an occurrence

4. PROPOSED CHANGE

- 4.1 It is proposed that for the December 2007 Council meeting, in relation to the Polling Review item only, Council Procedure Rule 13.1 shall be amended to read –

13.1 Motions and amendments requiring notice

Except as set out in Rule 13.2⁴ below, and as provided in Rule 14.8⁵, no amendment to a motion (including an amendment to refer back any business for further consideration) shall be moved at the meeting of the Council unless notice thereof in writing setting out the amendment and signed by the member or members giving it, has been received by the Chief Executive within 3 working days of the issue of the Motion to be debated.

- 4.2.1 To facilitate the operation of the changed Rule it is proposed that the Summons will be issued in advance of the statutory 5 working days before the Council meeting.

5. RECOMMENDATION

- 5.1 That Council formally resolve that the change to Council Procedure Rule proposed above apply for the consideration of the Polling Review item at the meeting to be held in December 2007

⁴ CPR 13.2 deals with Motions without Notice, such as to change the order of business in the agenda, to adjourn the debate etc

⁵ CPR 14.8 is concerned with Amendments (Reference Back) to a Motion to receive the Minutes

This page is intentionally left blank

Report of the Assistant Chief Executive (Corporate Governance)

Council

Date: 31st October 2007

Subject: Recommendations of the Executive Board

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Purpose of this Report

1.1 To present for the consideration of Council, a recommendation as contained in the attached report entitled Street Trading – Leeds Local Act of Parliament.

2.0 Background Information

2.1 The attached report was considered by Executive Board on 22nd August 2007 and contains a recommendation for approval of Council as detailed in minute 45 of the meeting.

2.2 The report proposed that approval should be given to the promotion of a local Act of Parliament to deal with pedlars and street trading and for delegation of authority to the Assistant Chief Executive (Corporate Governance) to agree minor amendments to the Bill at any stage during its promotion.

2.3 The report also indicated that Council will be required to further endorse the proposal at the next meeting.

3.0 Recommendation to Council

3.1 That Council approve the recommendations as described in paragraph 9.1 of the attached report of the Director of City Development.



Report of the DIRECTOR OF CITY DEVELOPMENT

Executive Board

Date: 22 AUGUST 2007

Subject: Street Trading – Leeds Local Act of Parliament

Electoral Wards Affected:

...
Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In
(Details contained in the report)

EXECUTIVE SUMMARY

- 1.1 This report describes how current arrangements for Street trading in Leeds city and the district as a whole operate and goes on to explain:
- how inefficient and ineffective control is;
 - that safeguarding the consumer is currently unachievable;
 - how the city street scene is blighted by unauthorised traders;
- 1.2 The report proposes a solution to the current position which involves the adoption of a local Act of Parliament which will be of significant benefit to all visitors and users of the city and district streets. The report also describes how if Leeds does not adopt a local Act - as a core and attractive city – it could become increasingly ‘at risk’ from unregulated street sellers as an increasing number of high profile or core cities adopt similar solutions.
- 1.3 The recommendations request Executive Board to:
- Note the contents of this report, the possible benefits to the city and metropolitan district of a local Act and the estimated costs and;
 - Recommend to full Council that they should approve the promotion of a local Act of Parliament to deal with pedlars and street trading and delegate to the Assistant Chief Executive (Corporate Governance) the authority to agree minor amendments to the Bill at any stage during it's promotion.

2.0 Purpose Of This Report

2.1 To inform the Executive Board how the current arrangements for Street trading in Leeds city and the district as a whole operate and explain:

- how inefficient and ineffective control is;
- that safeguarding the consumer is impossible;
- how the city street scene is blighted by unauthorised traders;

2.2 Propose a solution to the current position to the benefit of all visitors to the city and district.

3.0 Background Information

3.1 Street trading in the city centre and surrounds of Elland Road football club is managed by way of a limited number of - *consents to trade*- issued by the Council's Market Service under the authority of the Local Government (Miscellaneous Provisions) Act 1982.

3.2 Potential traders are required to apply for a consent site by way of an open tender process and successful applicants are issue with a consent for a maximum of 12 months at which time the process is repeated.

3.3 Within the city centre, sites are identified jointly by City Centre management and the Markets Service. Strict parameters for both the commodity offered and the style of the unit from which trade is to take place are evaluated with the objectives of enhancing the street scene and protecting consumers.

3.4 Elsewhere within the Leeds District, trading from the Highway is managed within Environment and Neighbourhoods. Currently, measures are being introduced to regularise these arrangements so that traders operate by way of similar consents to trade as those in the city centre and at Elland Road.

3.5 Unfortunately and particularly in the city centre, unauthorised traders operate to the detriment of the visual amenity whilst often exploiting consumers, especially the vulnerable, by offering goods of dubious quality and origin and with no recognised after sales service.

3.6 There are two 'types' of unapproved street trading in the city and whilst always present, numbers of these unapproved traders increases dramatically at seasonal times:

- illegal street traders – trading without consent or pedlar's licence – that is they just turn up and trade when and where they like - and ;
- pedlars - trading by a *certificate* issued by the police and costing less than £20 per year – and these are almost always abused

3.7 Pedlar's certificates are issued by the police under an 1871 Act of Parliament. Any person can apply for the certificate and, as long as the issuing police officer believes the applicant to be of good character, the certificate is issued valid for a year in any location within England.

- 3.7.1 The original rationale of the pedlar's certificate was to allow a person to trade informally whilst moving from street to street, village to village or town to town. Historically such traders might return to a district once or twice a year offering their wares. For example, knife sharpeners or pot sellers would walk or ride (horse & cart) along shouting their presence and customers would approach the traveling salesperson to conduct business.
- 3.7.2 It is this 'trading on the move' which is the cause of contemporary abuse because today's pedlars simply set up a stall in the busiest thoroughfares and then remain in place throughout the day simply showing their certificate to enforcing officers and maybe moving a few feet up and then down the street to satisfy the 'on the move' aspect of the 19th century Act.
- 3.8 Current remedies to stop abuse of a pedlar's certificate or illegal street trading are ineffective and resource hungry and involve action in the Magistrates court.
- 3.8.1 Enforcing officers cannot seize goods under current legislation and therefore need to gather significant evidence to establish the offence against those in possession of a pedlar's certificate. This can often take many days of observation, taking statements and obtaining CCTV evidence before progressing to Magistrates court 4 to 6 months later and where proven a first time offender may be fined £50.
- 3.8.2 The fines and time taken to present the case do not deter those traders who are generating significant turnover – particularly at seasonal times.
- 3.8.3 Similarly, although those trading without a pedlar's certificate do not 'enjoy' its protection the first time sanction imposed by Magistrates is often around £50 and again not related to sales turnover. In the case of illegal traders, they are usually people selling on behalf of a third party who simply replaces the salesperson once they have been to court. This means that subsequent legal action is against a first time offender with low penalties.
- 3.9 For some considerable time Market Authorities and others have lobbied parliament to repeal the 1871 Pedlar's Act but to date there is no momentum to do so.
- 3.10 In 2000 Newcastle upon Tyne City Council sought and obtained an Act of Parliament which covered issues including Street Trading, second-hand goods dealers and distribution of free literature. However, the total cost was high at c£250,000.
- 3.11 Since that time the process of obtaining a local act has become understood and costs have reduced significantly and to such an extent that other Authorities have taken or are taking steps to obtain their own local legislation to eradicate the problems associated with non-regulated street traders – the current cost of the process is considered to be no more than £60,000.
- 3.11.1 Those Local Authorities who have taken action already are: Westminster, London Borough Councils, Medway, Maidstone, Leicester, Liverpool. In addition Birmingham and Manchester (both core cities) have already submitted their applications for this year and Nottingham is in the process of doing so.
- 3.11.2 Therefore an increasing number of core cities have or are about to seek their own local Act to curtail unlawful and damaging street trading.

3.12 A key benefit of the local Act is the ability for enforcement officers to seize items for sale and the equipment used by unapproved traders. Such action immediately removes the commercial advantage of a trader operating without consent. This facility is, perhaps, the single most deterrent and the evidence from Newcastle confirms the effectiveness of the Act in removing unauthorised traders from the streets.

4.0 Main Issues and timing

Main Issues

4.1 The key objectives of successful street trading can be summarised as:

- Protection of the unwary or vulnerable consumer from poor quality, illegal or counterfeit goods;
- Ensuring – through regulation – that street traders comply with environmental and other legislative requirements;
- Improving the visual appearance of streets both in the centre of Leeds and elsewhere in the district by developing the trading ‘platform/kiosk’ with applicants seeking consent to trade;
- Providing consistent and fair conditions for bona fide traders to access opportunity to trade and operate safely and with regard to all other retailers and consumers;

4.1.1 These objectives are supported by Leeds City Centre management who strive to improve the street scene within the centre – for example, following the £4.5m Briggate refurbishment it has been disappointing that so many illegal or unauthorised street traders have operated from these prestigious surroundings.

4.1.2 The Markets Service work closely with West Yorkshire Trading Standards (WYTS) and in discussions with WYTS managers they are fully supportive of the initiative to remove unregulated traders from the streets. Their main concern being the plentiful supply of poor quality, often dangerous products which are traded from the streets. This is particularly the case around Christmas or other seasonal times when potentially hazardous children’s toys and other goods are sold.

4.1.3 In addition there is some evidence that some unapproved street traders offer illegal products which, either directly or indirectly, support more organised crime.

4.2 As described in paragraph 3.11.1 a number of high profile cities already have the protection of the local Act and a further two core cities (Birmingham and Manchester) are seeking the facility this year. It is inevitable that as the larger cities become inaccessible to unauthorised traders these will seek alternative sites. As a result, larger cities without the protection of the local Act are likely to be the first target destination of traders displaced from those cities that do.

4.2.1 As an attractive core city in the top flight of retailing destinations Leeds would be particularly vulnerable from displaced traders if the protection of the local Act was not available.

Timing

- 4.3 A Bill for the Leeds local Act must be deposited before 27 November 2007 to enable enactment by July 2008.
- 4.4 Section 239 of the Local Government Act 1972 requires two resolutions to be passed by full council both of which need to be supported by more than fifty percent of Council Members:
- First resolution before deposit – i.e. prior to 27 November 2007;
 - Second resolution as soon as may be after the expiry of 14 days after deposit.

5.0 Risk Analysis

- 5.1 There are a number of issues to consider:
- 5.1.1 Maintaining the status quo and not taking action to obtain the protection of the local Act will leave Leeds Metropolitan District and the city centre in particular extremely vulnerable to unauthorised traders displaced from an increasing number of Local Authorities who have secured their own local Act.
- 5.1.2 The existing unauthorised traders and those displaced from elsewhere will continue to increase the burden on resources used in the inefficient and ineffective enforcement arrangements currently available and discussed earlier in this report.
- 5.2 The Parliamentary process does allow for a challenge to the request for a local Act for Leeds (as elsewhere) and if a challenge was upheld the action seeking the local Act would fail. However the appropriate legal advice will continue to be utilised throughout the process.
- 5.2.1 Current legal advice - based on evidence from earlier local Acts - is indicative that even in the event, a challenge it is unlikely to be successful.
- 5.3 The cost of the process is thought to be in the region of £60,000 although this is spread over the two financial years 2007/8 and 2008/9. Costs throughout the process will be monitored with any additional costs funded from the Markets revenue budgets.
- 5.3.1 Apart from the regulatory benefit in obtaining the local Act it is anticipated that those trading sites identified as consents by the Council will have an enhanced value with the costs of this action recovered over time.

6.0 Implications For Council Policy And Governance

- 6.1 Promoting this local Act of Parliament will contribute to achieving the objectives set out in the Council Plan in making Leeds a safer place to live and visit.
- 6.2 Promotion of a local Act is a function reserved to full Council and not the Executive therefore this report is only for Executive Board to note and, if appropriate, for

Members to recommend to full Council that the local Act be promoted given the benefits to the city as set out in this report.

7.0 Legal And Resource Implications

- 7.1 The promotion of a local Act of Parliament is a complex process but in brief, a petition must be presented to Parliament before 27 November 2007 and the Bill must then be widely advertised so that those affected may petition Parliament in relation to the Bill.
- 7.2 It is essential for this work to be carried out by a parliamentary agent and it will be necessary to procure the services of such an agent and possibly Counsel - from an approved list of Parliamentary agents.
- 7.3 The agents will negotiate with any potential objectors but ultimately it may be necessary to instruct Counsel to represent the Council - as promoter of the Bill - to appear before a Parliamentary Committee.
- 7.4 The Council's Legal and Democratic Service officers will be involved in the detailed legal work required to facilitate the Bill through its local and parliamentary stages.
- 7.5 The process is estimated to cost in the region of £60,000 and it is anticipated that this cost can be funded from within Asset Management budgets.
- 7.6 It is considered that as a consequence of obtaining the local Act existing and approved street trading consents will have an increased value. Therefore additional income will:
- offset the front-end costs associated with obtaining the Act and;
 - provide sufficient revenue to ensure fair and consistent enforcement of the provisions within the Act.

8.0 Conclusions

- 8.1 Acquisition of the protection afforded by the Bill and discussed in this paper has been desirable for a considerable time. With the increasing number of cities already in possession or in the process of gaining that protection it is now considered essential for Leeds to seek this facility without delay - for both the city centre and wider metropolitan district.
- 8.1.1 The protection afforded by the local Act should provide an efficient and effective means for Leeds City Council to manage street trading throughout the district and at all times of the day and night throughout the year.
- 8.2 It is further considered essential, in contributing to Leeds as an excellent retail centre and core city, to remove the potential dangers associated with illegal and unregulated street trading.

9.0 Recommendation

9.1 Executive Board are requested to:

- Note the contents of this report, the possible benefits to the city and metropolitan district of a local Act and the estimated costs and;
- Recommend to full Council that they should approve the promotion of a local Act of Parliament to deal with pedlars and street trading and delegate to the Assistant Chief Executive (Corporate Governance) the authority to agree minor amendments to the Bill at any stage during it's promotion.

This page is intentionally left blank



Originator: Lucy Stratford

Tel: 39 51632

Report of the Assistant Chief Executive (Corporate Governance)

Council

Date: 31st October 2007

**Subject: Recommendations of the Corporate Governance and Audit Committee –
Amendment to Article 4**

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. This report presents to Members recommendations of the Corporate Governance and Audit Committee regarding changes to the Council's Budget and Policy Framework, which is set out in Article 4 of the Constitution. The full report, including appendices, received by the Corporate Governance and Audit Committee is attached at Appendix One to this report.
2. The changes are required as a consequence of changes to the Corporate Planning Framework, which were agreed by the Executive Board at their meeting on July 4th 2007.
3. The report recommends that Council approve the following amendments:
 - the removal from Article 4 of the Constitution of the Corporate Plan;
 - the addition of the Leeds Strategic Plan to Article 4 of the Constitution; and
 - the addition of the Council Business Plan to Article 4 of the Constitution.

1.0 Purpose Of This Report

- 1.1 This report presents recommendations made by the Corporate Governance & Audit Committee to Council in respect of changes to the Council's Budget and Policy Framework, set out in Article 4 of the Council's Constitution.

2.0 Background Information

- 2.1 Corporate Governance and Audit Committee's terms of reference authorise them to consider proposals to amend the Constitution and make recommendations to full Council.
- 2.2 Full Council is responsible for agreeing any amendments to the Articles.

3.0 Main Issues

- 3.1 At their meeting on the 27th September 2007 the Corporate Governance and Audit Committee considered a report of the Assistant Chief Executive (Planning, Policy and Improvement). This report provided information regarding the Council's new Corporate Planning Framework and set out the need to make amendments to the Council's Budget and Policy Framework in order to implement the new planning framework.

- 3.2 In summary, the recommended changes add two new plans to the Budget and Policy Framework:

- the Leeds Strategic Plan; and
 - the Council Business Plan,
- and remove the Corporate Plan.

In effect, the Leeds Strategic Plan is replacing the Corporate Plan.

- 3.3 The full report that was received by the Corporate Governance and Audit Committee, including an appendix which sets out the amended Article 4, is attached as Appendix One to this report..

4.0 Implications For Council Policy And Governance

- 4.1 The Budget and Policy Framework forms Article 4 of the Constitution which is a key part of Leeds City Council's governance arrangements. All plans identified in paragraph 3.5 of Article 4 require consultation with Scrutiny, prior to consideration by the Executive Board and final approval by full Council.

5.0 Legal And Resource Implications

- 5.1 There are no legal or resource implications.

6.0 Recommendations

- 6.1 Council is recommended to approve the following amendments to Article 4 of the Constitution:

- the removal of the Corporate Plan;
- the addition of the Leeds Strategic Plan; and
- the addition of the Council Business Plan.



Originator:	Jane Stageman
Tel:	74352

Report of the Assistant Chief Executive (Planning, Policy and Improvement)

Corporate Governance and Audit Committee

Date: September 27th 2007

Subject: Council's Corporate Planning Framework and Amendments to the Budget and Policy Framework

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1.0 Purpose Of This Report

1.1 This report sets out a number of recommendations from the Assistant Chief Executive (Planning, Policy and Improvement) in respect of changes to the Council's Budget and Policy Framework, as a result of the approval of the new corporate planning framework.

2.0 Background Information

2.1. At their meeting on the 29th June 2007 the Corporate Governance and Audit Committee requested a report on the Council's revised corporate planning framework.

2.2 On July 4th 2007, the Executive Board agreed to adopt a new corporate planning framework for the Council. This new planning framework introduces a number of changes to plans that form part of the Council's Budget and Policy Framework.¹

2.3. Article 4 of the Constitution contains the Budget and Policy Framework. Considering amendments to the Council's Constitution in order to make recommendations to Full Council falls within this Committee's terms of reference. Therefore, in addition to providing Members with details of the new corporate planning framework, this report

¹ The Budget and Policy Framework contains a number of plans and strategies which are approved by Full Council. Some of these documents are required by Regulations and others are those which the Council has chosen to include.

also requests the Committee to consider the resulting amendments to the Constitution.

3.0 Main Issues

- 3.1 The outline for a new planning framework is attached at appendix 1. The intention is to improve policy and governance arrangements in two key aspects. The first is to streamline links between plans and clarify how they contribute to achieving overall outcomes; secondly, to establish an outcome based approach with targets and indicators to measure progress and ensure accountability is clearly assigned and understood.
- 3.2. The decisions of the Executive Board with regard to the new corporate planning framework introduce two new plans to add to the Budget and Policy Framework and remove an existing plan as follows:
- Leeds Strategic Plan to replace the Corporate Plan
 - Council Business Plan
- 3.3 All plans / policies that form part of the Budget and Policy Framework must be formulated and approved in accordance with the Budget and Policy Framework Procedure Rules. These rules require that once the plan / policy has been formulated there must be consultation with Scrutiny, prior to consideration by Members of the Executive Board and final approval by Members of full Council.
- 3.4. The Leeds Strategic Plan will set out the overall strategic outcomes and key improvement priorities to be delivered either by the Council on its own or in partnership with others. This plan will incorporate the requirements of the Council's duty to consult with named partners to draw up improvement priorities for the Leeds as outlined in the Local Government and Public Involvement in Health Bill. The Leeds Strategic Plan will elevate the role of the current Corporate Plan to a broader level in the city and so replace the existing plan.
- 3.5. The Council Business Plan will set out the priorities in respect of business change requirements, resource and financial allocation and business transformation activity for the Council in support, and in furtherance of, the outcome and improvement priorities determined in the Leeds Strategic Plan.
- 3.6. The Budget and Policy Framework with the proposed additions will now contain the following suite of plans outlined in the new corporate planning framework:
- Community Strategy (Vision for Leeds)
 - Leeds Strategic Plan (new)
 - Council Business Plan (new)
 - Council Plan (Annual Performance Plan)

The amended Budget and Policy Framework is attached at appendix 2 to this report.

- 3.7. It is not proposed to include Thematic Priority Plans in the Budget and Policy Framework unless there is a particular statutory requirement associated with a particular plan.

4.0 Implications For Council Policy And Governance

- 4.1. The Budget and Policy Framework forms Article 4 of the Constitution which is a key part of Leeds City Council's governance arrangements. All plans identified in 3.5 will require consultation with Scrutiny, prior to consideration by Members of the Executive Board and final approval by Members of full Council. The current exception that exists in respect of reporting the Annual Performance Plan (Council Plan) to Scrutiny would continue to be required as a consequence of the statutory requirements for producing this plan.

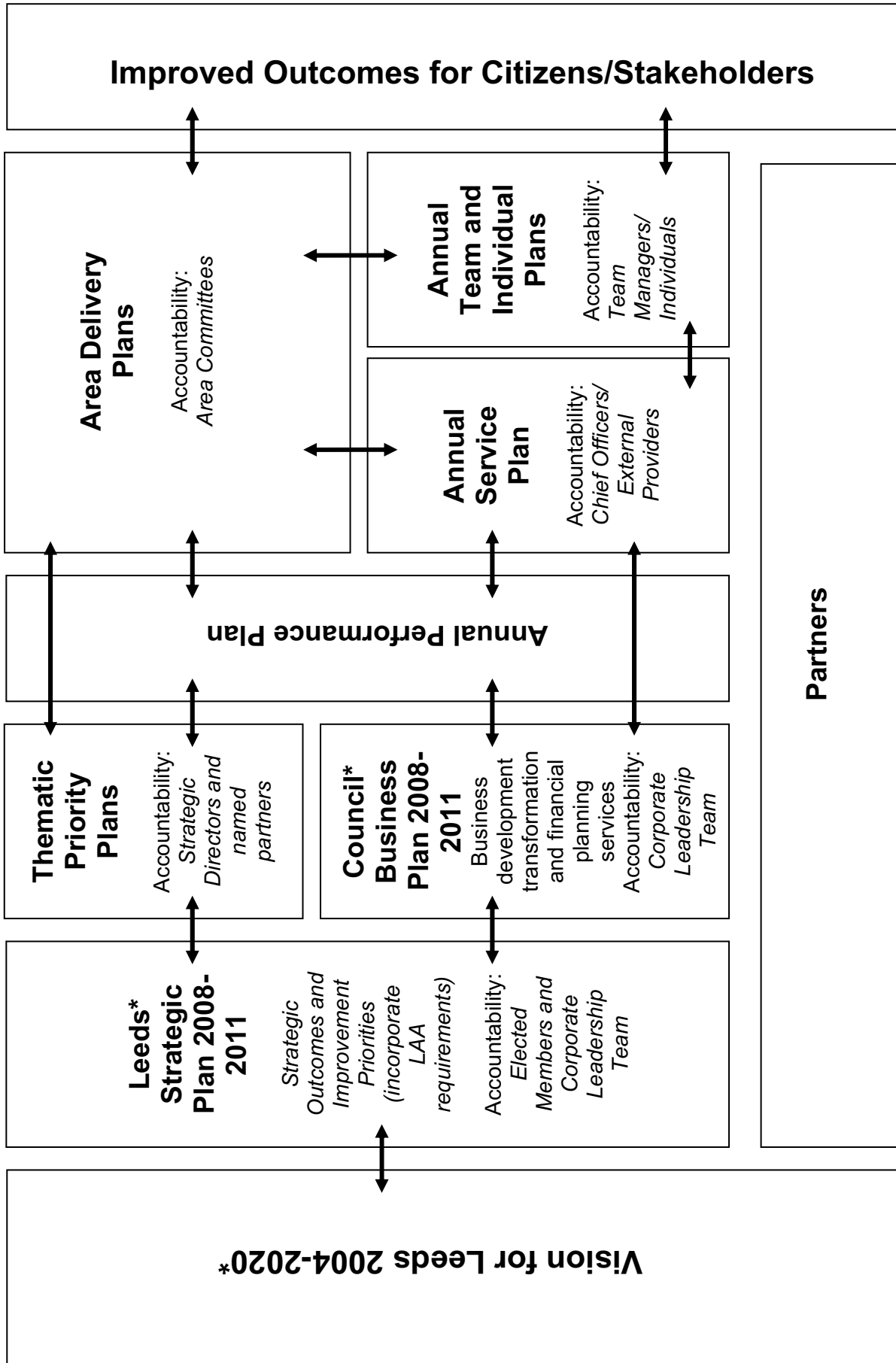
5.0 Legal And Resource Implications

- 5.1 The Assistant Chief Executive (Corporate Governance) keeps under review any legislative changes which may impact on the Constitution generally.
- 5.2 There are no resource implications to the proposed amendments.

6.0 Recommendations

- 6.1 The Corporate Governance and Audit Committee is requested to recommend to Council the following amendments to Article 4 of the Constitution:
- The removal from Article 4 of the Constitution of the Corporate Plan
 - The addition of the Leeds Strategic Plan to Article 4 of the Constitution
 - The addition of the Council Business Plan to Article 4 of the Constitution

New Planning Framework (2008-2011)



* forms part of the Council's Budget and Policy Framework.

ARTICLE 4 – THE FULL COUNCIL

4.1 MEANINGS

• Policy Framework

The Policy Framework means the following plans and strategies:

(i) those required by the Local Authorities (Functions and Responsibilities) (England) 2000 to be adopted by the Council:

- Annual Library Plan ¹
- ~~Council Plan~~²
- ~~Children and Young Peoples Plan~~
- ~~Children’s Services Plan~~³
- Community Strategy
- Crime and Disorder Reduction Strategy
- Development plan documents⁴
- Local Transport Plan
- Plans and alterations which together comprise the Development Plan
- Youth Justice Plan
- Licensing Authority Policy Statement⁵

Deleted: <#>Best Value Performance Plan ¶¶

(ii) other plans and strategies adopted by the Council in accordance with ODPM guidance which recommends adoption by the Council as part of the Policy Framework⁶:

- ~~Leeds Strategic Plan~~

Deleted: Corporate Plan

(iii) other plans and strategies adopted by the Council⁷:

- ~~Council Business Plan~~

Deleted: <#>Council Plan⁸¶¶

Additional plans and strategies may be approved or adopted as part of the Policy Framework from time to time.

Budget

The budget includes the allocation of financial resources to different services and projects, proposed contingency funds, the Council Tax base, setting the Council

¹ Plan no longer required, retained on the Constitution until the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 are amended

² ~~The Annual Performance Plan and Incorporating the Best Value Performance Plan.~~

³ Plan no longer required, retained on the Constitution until the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 are amended

⁴ Section 15 Planning and Compulsory Purchase Act 2004

⁵ This is the policy statement under the Gambling Act 2005.

⁶ In accordance with Schedule 4 of the Regulations

⁷ In accordance with Schedule 4 of the Regulations

Part 2 Article 4

Page 1 of 2

Issue ~~2~~ – ~~October~~ 2007

Deleted: This is comprised of the annual review of the Council’s Corporate Plan and

Deleted:

Deleted: 1

Deleted: May

Tax and decisions relating to the control of the Council's borrowing requirement, the control of its capital expenditure and setting of virement limits.

- **Housing Land Transfer**

Housing Land Transfer means the approval or adoption of applications (whether in draft form or not) to the Secretary of State for approval of a programme of disposal of 500 or more properties to a person under the Leasehold Reform, Housing and Urban Development Act 1993 or to dispose of land used for residential purposes where approval is required under sections 32 or 43 of the Housing Act 1985.

4.2 **FUNCTIONS OF THE FULL COUNCIL**

Only the Council will exercise the following functions:

- adopting and changing the Constitution;
- appointing the Leader;
- all local choice functions set out in Part 3 of this Constitution which the Council decides should be undertaken by itself rather than the Executive, except where those functions have been delegated by the Council;
- all those functions of the full Council set out in Section 2A of Part 3 of the Constitution; and
- all other matters which, by law, must be reserved to the Council.

4.3 **COUNCIL MEETINGS**

There are three types of Council meeting:

- The annual meeting
- Ordinary meetings
- Extraordinary meetings

and they will be conducted in accordance with the Council Procedure Rules in Part 4 of this Constitution.

4.4 **RESPONSIBILITY FOR FUNCTIONS**

The Council will maintain the documents in Part 3 of this Constitution setting out the responsibilities for the Council's functions which are not the responsibility of the Executive.

CONTENTS – VOLUME 1

Item
No

1	Minutes of Council – 18th July 2007	1
5	Reports	
	(a) Temporary Changes to Council Procedure Rules	11
7	Recommendations of the Executive Board	13
8	Recommendations of the Corporate Governance and Audit Committee	23
9	Minutes:	
	(a) Executive Board – 22 nd August, 11 th September and 17 th October 2007	31
	(b) Overview and Scrutiny Committee- 4 th June, 2 nd July, 20 th August, 11 th September and 9 th October 2007	61
	(c) Scrutiny Board (Children’s Services) – 7 th June, 5 th July and 13 th September 2007	84
	(d) Scrutiny Board (City Development) - 19 th June, 24 th July and 18 th September 2007	107
	(e) Scrutiny Board (Culture and Leisure) – 11 th June, 16 th July and 10 th September	124
	(f) Scrutiny Board (Environment and Neighbourhoods) – 14 th June, 25 th July and 19 th September 2007	136
	(g) Scrutiny Board (Health and Adult Social Care) - 18 th June, 23 rd July and 10 th September 2007	151
	(h) Scrutiny Board (Resources) - 28 th June, 26 th July and 25 th September 2007	175
	(i) Standards Committee - 12 th July 2007	193
	(j) Employment Committee – 29 th June, 11 th July, 19 th July and 16 th August 2007	199

NOTE: For Internet purposes, the minutes referred to in this index can be found under the individual headings for each of the Boards, Panels or Committees referred to.

(k)	Plans Panel East - 7 th June, 5 th July, 2 nd August, 30 th August and 7 th September 2007.....	203
-----	--------------------------------------------------------------------------------------------------------------------------------------------------------------	-----

VOLUME 2

(l)	Plans Panel West – 14 th June, 12 th July, 9 th August, 6 th September and 4 th October 2007	243
(m)	Plans Panel (City Centre) - 21 st June, 19 th July, 16 th August and 13 th September 2007	288
(n)	Licensing and Regulatory Panel – 3 rd July, 7 th August and 4 th September 2007	320
(o)	Corporate Governance and Audit Committee – 29 th June and 27 th September 2007	336
(p)	Member Management Committee – 31 st May 2007	343
(q)	Development Plan Panel – 12 th June and 4 th September 2007	347
(r)	North West (Inner) Area Committee – 28 th June and 13 th September 2007	352
(s)	North West (Outer) Area Committee – 11 th July and 24 th September 2007	370
(t)	North East (Inner) Area Committee – 25 th June and 10 th September 2007	385
(u)	North East (Outer) Area Committee – 9 th July and 17 th September 2007	398
(v)	East (Inner) Area Committee – 13 th June, 15 th August and 11 th September 2007	411
(w)	East (Outer) Area Committee – 10 th July and 18 th September 2007	427
(y)	South (Inner) Area Committee – 25 th June and 18 th September 2007	444
(z)	South (Outer) Area Committee – 2 nd July and 10 th September 2007	460
(aa)	West (Inner) Area Committee – 28 th June and 20 th September 2007	477
(bb)	West (Outer) Area Committee – 13 th July and 21 st September 2007	495

NOTE: For Internet purposes, the minutes referred to in this index can be found under the individual headings for each of the Boards, Panels or Committees referred to.

NOTE: For Internet purposes, the minutes referred to in this index can be found under the individual headings for each of the Boards, Panels or Committees referred to.

This page is intentionally left blank