



SCRUTINY BOARD (CULTURE AND LEISURE)

Meeting to be held in Committee Rooms 6 and 7 on
Monday, 14th January, 2008 at 10.00 am

A pre-meeting will take place for ALL Members of the Board
in Committee Room 6 and 7 at 9.30 am

MEMBERSHIP

Councillors

B Atha	-	Kirkstall
A Barker	-	Horsforth
B Gettings	-	Morley North
T Hanley (Chair)	-	Bramley and Stanningley
A Hussain	-	Gipton and Harehills
B Jennings	-	Weetwood
G Kirkland	-	Otley and Yeadon
V Morgan	-	Killingbeck and Seacroft
L Mulherin	-	Ardsley and Robin Hood
L Rhodes-Clayton	-	Hyde Park and Woodhouse
G Wilkinson	-	Wetherby

Please note: Certain or all items on this agenda may be recorded on tape

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A G E N D A

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1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</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>EXCLUSION OF THE PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public</p>	
3			<p>LATE ITEMS</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>DECLARATIONS OF INTEREST</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>MINUTES</p> <p>To approve as a correct record the minutes of the meeting held on 10 December 2007.</p>	1 - 6
6			<p>EXECUTIVE BOARD MINUTES</p> <p>To note the minutes of the Executive Board held on 19 December 2007.</p>	7 - 14
7			<p>OVERVIEW AND SCRUTINY MINUTES</p> <p>To note the minutes of the Overview and Scrutiny Committee held on 6 November 2007.</p>	15 - 20

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8			<p>WHARFEMEADOWS INQUIRY - DRAFT REPORT</p> <p>To receive and consider the attached report of the Head of Scrutiny Support and Member Development</p>	21 - 40
9			<p>MAJOR PROJECTS UPDATE</p> <p>To receive and consider the report of the Head of Scrutiny and Member Development.</p>	41 - 44
10			<p>LEEDS STRATEGIC PLAN AND COUNCIL BUSINESS PLAN: OUTCOMES AND PRIORITIES</p> <p>To receive and consider the report of the Assistant Chief Executive (Planning, Policy and Improvement)</p>	45 - 54
11			<p>WORK PROGRAMME</p> <p>To receive and consider the report of the Head of Scrutiny and Member Development</p>	55 - 72
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 11th February 2008 at 10.00 a.m. (Pre-meeting for all Members at -09.30 a.m.).</p>	

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SCRUTINY BOARD (CULTURE AND LEISURE)

MONDAY, 10TH DECEMBER, 2007

PRESENT: Councillor T Hanley in the Chair

Councillors B Gettings, A Hussain,
B Jennings, G Kirkland, V Morgan,
L Mulherin, L Rhodes-Clayton and
G Wilkinson

54 Exclusion of the public

RESOLVED - That the public be excluded from the meeting during consideration of Item 11 "Roundhay Mansion". The appendix was confidential under the Access to Information Procedure Rule 10.4.3 – 'Information relating to the financial or business affairs of any particular person (including the authority holding the information).'

55 Declarations of interest

Councillor Kirkland declared a personal interest in Agenda Item 10, Wharfemeadows Inquiry update due to his position on Otley Town Council. (Minute no.61 refers).

Councillor Gettings declared a personal interest in Agenda Item 12, Work Programme, due to his position on the Leeds Grand Theatre Board. (Minute no.63 refers).

56 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Atha and Barker.

57 Minutes

RESOLVED – That the minutes of the meeting held on 12 November be confirmed as a correct record subject to the following to read as below:

- Minute no.39 – Major Projects Update – An update report was requested on progress at Roundhay Mansion. It was agreed that a report would be submitted to the November meeting.

58 Performance Report Quarter 2

The Head of Policy, Performance and Improvement submitted a report which highlighted key performance issues considered to be of corporate significance identified for the Scrutiny Board (Culture and Leisure). The report also

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included a predicted CPA score for 2007/08 and a performance table which detailed all performance indicators for this Board.

Members discussed the information presented in the report and noted that there were no significant performance issues to report within the Culture and Leisure portfolio.

RESOLVED – That the report be noted.

59 Members' Questions

The Head of Scrutiny and Member Development submitted a report which invited Members to discuss a range of issues which were representative to the remit of the Board.

The Chair welcomed the following to the meeting:

- Councillor John Procter, Executive Member for Leisure
- Catherine Blanshard, Chief Libraries, Arts and Heritage Officer
- Martin Farrington, Acting Chief Recreation Officer

Wharfemeadows Park

A question was asked regarding when works at Wharfemeadows Park would be completed and whether there were any plans to carry out improvements to the side road off Farnley Road at the top of the park, which was reported as being in a state of disrepair. In response, it was reported that £450k had been earmarked for improvements to Wharfemeadows Park. The tennis courts had been refurbished and there were plans to consult young people through the Youth Service regarding the refurbishment of the skate park and a new youth shelter. Further developments at the park included new and improved signage, refurbishment of the playground and landscaping works. With regard to the road repairs, it was reported that this would be investigated and Members advised of the outcome.

Chevin Forest Park

A Member queried whether Parks and Countrysides could promote the use of Chevin Forest Park for healthy exercise. It was reported that the use of parks for exercise was encouraged in general.

Roundhay Mansion

A number of Members expressed concern regarding the length of time since Roundhay Mansion was open to provide catering facilities. It was reported that delays had partly been encountered due to previous considerations for a possible change in the use of the mansion building. There were also extensive works to be carried out to the interior. Members agreed to arrange a site visit to the building.

Sports Trust

Councillor Procter was asked how and when would be the best time for scrutiny involvement into the Sports Trust proposals. It was reported that a

draft agreement was being developed. It was further reported that should a Sports Trust be established, it was this agreement that would detail the governance arrangements, including the relationship with the City Council. Given the importance of such an agreement, Councillor Procter stated that he would welcome the Board's input in this regard and while there were still some unresolved issues, it was agreed that the Board would be given the opportunity to examine the proposals at the earliest possible opportunity in the New Year

Leeds City Museum

Councillor Procter was reminded of the Board's previous concerns regarding the level of expenditure on anti-skateboarding measures in general, including outside the City Museum: This included the Board's suggestion that more should be done to enforce existing bye laws. Councillor Procter welcomed the Board's comments and agreed there was a need to enforce existing bye laws. Councillor Procter further stated that, while anti-skateboarding measures were also necessary to prevent damage, he would investigate this issue further and advise the Board of the outcome.

RESOLVED –

- (1) That the report be noted.
- (2) That a site visit for Board Members to Roundhay Mansion be arranged.

(Councillor Jennings joined the meeting during the discussion of this item)

60 Parks and Countryside Update

Further to the Board's request at the beginning of the Municipal Year to receive an update on the Parks and Countryside Service, the Head of Scrutiny and Member Development submitted a report which detailed a presentation prepared by the service.

Sean Flesher, Parks and Countryside Principal Area Manager (West), gave the Board an overview of the presentation.

It was reported that since the 1980s and the reduction in investment for parks, both locally and nationally, there had been a shift towards providing a general 'roving' maintenance service. It was further reported that more recently, the Service had been targeting the use of its resources by using customer survey information, alongside the principles / assessment criteria associated with the Green Flag Awards. It was also stated that there had been an increased emphasis on staff training and development to further enhance the service provided and a Green Space Strategy was being developed.

Following the presentation, Members raised and discussed a number of issues including:

- The cost of the service: This was reported as being 22p per visit.
- Funding sources: It was reported that there had been a number of successful Neighbourhood Renewal Funding (NRF) applications. The Service had also received some funding from Area Committees.
- Priorities for young people: It was reported that the customer survey information had indicated the following areas as investment priorities:
 - Play;
 - Skate Parks;
 - Multi-use Game Areas (MUGAs);
 - Safety
- The relative quality of provision at Community Parks in comparison to Major/ Country.
- The need to provide the Board with the full version of assessment scores (as detailed on slide 10).

Members congratulated the Parks and Countryside Service for recent improvements to parks and cited various examples of improvements across their wards.

RESOLVED – That the report and presentation be noted.

61 Wharfemeadows Inquiry Update

The Head of Scrutiny and Member Development submitted a report which gave Members a progress update on the Wharfemeadows Inquiry.

It was reported that since the Board's last meeting, further correspondence had been received from Greg Mulholland MP and a meeting had been held with the Leader of Otley Town Council. A draft final report to the Inquiry had been prepared and it was proposed to hold a working group meeting to discuss the report.

RESOLVED – That the report be noted.

62 Roundhay Mansion

The Head of Scrutiny and Member Development submitted a report following the request of a Board Member for an update on the situation at Roundhay Mansion. Appended to the report was an exempt appendix considered by the Executive Board which detailed the marketing exercise of the Mansion and options for its future.

The Executive Board had resolved that the site be remarketed on the basis of Option 6 as detailed in the exempt report and that this would involve further investigation of costs of refurbishment and further reports on offers received.

In brief summary, the Board discussed the following:

- Sustainable long-term use of the premises.

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- Likely levels of investment required.
- The impact of the current condition, orientation of rooms and listed status on any future development and refurbishment.
- The marketing process and appointment of agents.
- Potential timescales involved.

During the discussion, Councillor Procter undertook to provide Members with a copy of the prospectus used as part of the previous marketing exercise.

Members confirmed the need a to arrange a site visit to the building, as previously agreed.

RESOLVED – That the Board be kept apprised of developments at appropriate times and that a site visit to the building be organised as soon as practicable.

(Councillors Kirkland and Wilkinson left the meeting during discussion of this item at 12.00 p.m. and 12.25 p.m. respectively).

63 Work Programme

The Head of Scrutiny and Member Development submitted a report which detailed the Board's current work programme. Also attached to the report was the Forward Plan of Key Decisions for the period 1 December 2007 to 31 March 2007.

Issues discussed in relation the Board's future work programming included Wharfemeadows, the Sports Trust proposals and the Draft Green Space Strategy.

RESOLVED –

- (1) That the work programme be amended to ensure the Board's timely consideration of the issues/ areas identified by Members, in particular the Sports Trust proposals, Roundhay Mansion and the Draft Green Space Strategy.
- (2) That a working group meeting be held on 19 December 2007 to discuss the Wharfemeadows Inquiry.

64 Date and Time of Next Meeting

Monday, 14 January 2007 at 10.00 a.m. (pre-meting for all Board Members at 09.30 a.m.).

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EXECUTIVE BOARD

WEDNESDAY, 19TH DECEMBER, 2007

PRESENT: Councillor A Carter in the Chair

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

125 Chair's Opening Remarks

The Chair welcomed Councillor Golton to his first meeting of the Executive Board.

126 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 appendix to the report referred to in minute 139 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the fact that it contains commercially sensitive information which, if disclosed, could be prejudicial to contract negotiations.

127 Declarations of Interest

Councillor Wakefield declared a personal interest in the item relating to the Children's Services Annual Performance Assessment and half year update on progress and performance (Minute 135) as a member of the Learning and Skills Council and as a Governor of Ashtree School and Brigshaw School.

Councillor Harker declared personal interests in the items relating to North and South Gipton Children's Centres (Minute 133), Leeds Building Schools for the Future (Minute 134) and the Children's Services Annual Performance Assessment and half year update on progress and performance (Minute 135) as a governor of Moortown Primary School and a member of the Children Leeds Partnership. He also declared personal interests in the items relating to the Leeds Local Development Framework Annual Monitoring Report 2007 (Minute 141) and the proposed changes to the Regional Spatial Strategy (Minute 142) as a Trustee of the Thackray Medical Museum which is sited on the edge of the proposed EASEL Area Action Plan.

Councillor Brett declared a personal interest in the item relating to the Annual Performance Report for Adult Social Care (Minute 136) as a member of Burmantofts Senior Action Management Committee.

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to be held on Wednesday, 23rd January, 2008

Councillor Smith declared personal interests in the items relating to the Home Energy Conservation Act (Minute 130) and the Leeds Climate Change Strategy (Minute 145) as a member of Greenpeace.

Councillor Golton declared a personal interest in the item relating to Options for Building Council Houses (Minute 131) as a member of Aire Valley Homes.

Councillor Andrew Carter declared a personal interest in the item relating to Options for Building Council Houses (Minute 131) as a member of the ALMO Outer West Area Panel.

Councillor Harrand declared a personal interest in the item relating to the Annual Performance Report for Adult Social Care (Minute 136) as a governor of the Leeds Mental Health Trust and a member of Moor Allerton Elderly Care.

Councillor Blake declared personal interests in the items relating to Options for Building Council Houses (Minute 131) as a member of the Belle Isle North Estate Management Group; Children's Services Annual Performance Assessment and half year update on progress and performance (Minute 135) as a non executive director of Leeds North West Primary Care Trust. Councillor Blake also declared a personal interest in the item relating to the Annual Performance Report for Adult Social Care (Minute 136) as a member of Middleton Elderly Aid.

128 Minutes

RESOLVED – That the minutes of the meeting held on 14th November 2007 be approved as a correct record.

NEIGHBOURHOODS AND HOUSING

129 Queenswood Heights Tenant and Residents Association

The Director of Environment and Neighbourhoods submitted a report responding to the deputation from Queenswood Heights Residents Association to full council on 31st October 2007.

RESOLVED – That the report be noted.

130 Home Energy Conservation Act 11th Report

The Director of Environment and Neighbourhoods submitted a report presenting the 11th Progress Report as required under Section 2 of the Act.

RESOLVED – That the report be noted.

131 Options for Building Council Houses

The Director of Environment and Neighbourhoods submitted a report on options available to the Council for the building of homes.

RESOLVED –

- (a) That the Director of Environment and Neighbourhoods work with other officers as appropriate to bring forward the results of work on the following points to the March 2008 meeting of this Board:
- Explore Housing Corporation grant to two star ALMOs from 2008/9
 - Review the availability of land for housing development
 - Review Council contributions via the capital programme and capital receipts from Council owned land
 - Explore other public sector land in government ownership made available to the Council to support development initiatives
 - Lobby government to retain income streams to fund borrowing from rents on existing and new build
- (b) That an early report be submitted upon the identification of a suitable site for a small scale scheme

DEVELOPMENT AND REGENERATION

132 Deputation to Council - Local Residents concerned about Britannia Quarry

The Director of City Development submitted a report in response to the deputation made to Council on 29th October 2007 by local residents concerned about Britannia Quarry, Morley.

RESOLVED – That it be noted that the site will continue to be monitored on a similar frequency to other minerals and waste sites within Leeds and that where breaches of the planning permission are identified, enforcement action will be taken where it is considered by officers expedient to do so.

CHILDREN'S SERVICES

133 North and South Gipton Children's Centres

The Acting Chief Officer for Early Years and the Youth Service submitted reports on proposed new modular builds to create:

- (a) a new North Gipton Children's Centre on a site adjacent to Oakwood Primary School and,
- (b) a new South Gipton Children's Centre on a site adjacent to Wykebeck Primary School both schemes to be 100% funded by Children's Centre Capital Grant.

RESOLVED –

- (a) That approval be given for the transfer of £853,400 from the Phase 2 Children's Centre Parent Scheme and that authority be given to incur total expenditure in the same amount on construction of the North Gipton Children's Centre.
- (b) That approval be given for the transfer of £885,000 from the Phase 2 Children's Centre Parent Scheme and that authority be given to incur

total expenditure in the same amount on construction of the South Gipton Children's Centre.

134 Leeds Building Schools for the Future - Modification to scope of the Outline Business Case for Phases 2 and 3

The Director of Children's Services and the Chief Executive of Education Leeds submitted a joint report on the proposed removal of Intake High School from Phase 3 of the Leeds BSF project to enable further consideration of the options available for the school, including the possibility of it becoming an academy, and on a proposal that the school form a new Phase 4 to be subject to a separate business case when its status is confirmed

RESOLVED – That approval be given for the removal of Intake High school from the Outline Business Case for BSF Phases 2 and 3 and that this school will form part of a new Phase 4 once the status of the school, whether as an academy or a High School in Leeds, has been confirmed.

135 Children's Services Annual Performance Assessment and Half Year Update on Progress and Performance

The Director of Children's Services submitted a report providing an overview of half yearly performance against the Every Child Matters outcomes across key themes and areas within children's services, on a number of internal and external audit inspections conducted recently, including the latest Annual Performance Assessment providing a basis to consider progress against the Children and Young People's Plan priorities.

RESOLVED – That the report and the Annual Performance Assessment letter attached as appendix A be noted.

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

ADULT HEALTH AND SOCIAL CARE

136 The Annual Performance Report for Adult Social Care

The Director of Adult Social Services submitted a report on the annual performance review report of the Commission for Social Care Inspection, providing a brief summary of the key points raised by the Commission, and areas identified by Inspectors where further improvements can be made which will form the basis of the adult social care services improvement plans for the coming year.

RESOLVED – That the report and the Performance Review Report from the Commission for Social Care Inspection attached as Appendix 1 be noted.

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

CENTRAL AND CORPORATE

137 Developing the Financial Plan 2008 - 2013

The Director of Resources submitted a report on the financial position in the current year, the likely impact of the Comprehensive Spending Review 2007 and their impact on the methodology for the new Financial Plan. The report was intended to form the basis of the initial budget proposals for 2008/09.

RESOLVED – That the allocation of resources to services as outlined in the report be approved as the basis for the new Financial Plan and that the report be approved for consideration by the Overview and Scrutiny Committee.

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

138 Provisional Local Government Finance Settlement 2008/09 to 2010/11

The Director of Resources submitted a report giving details of the provisional Local Government Revenue Support Grant Settlement for 2008/09, 2009/10 and 2010/11 which was announced by the Department of Communities and Local Government on 6th December 2007.

RESOLVED – That the report be noted and that representations be made to the Department on a cross party basis, expressing the Council's disappointment and concern.

DEVELOPMENT AND REGENERATION

139 Advertising on Lamp Posts

The Director of City Development submitted a report providing an update on the lamp post advertising city centre trial and its findings, providing an update on the existing lamp post advertising sites and seeking approval to award a contract for lamp post advertising across the city (excluding the defined City Centre area) for the period 2008-2023.

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 intention to bring a further report to this Board in relation to City Centre advertising sites be noted.
- (b) That the basis of the contract procurement for the rest of the City be noted and approval given for the award of the contract for advertising on street lighting columns 2008-2023.

140 Development of Delivery Proposals for Leeds/Bradford Corridor

The Director of Environment and Neighbourhoods submitted a report on the developing collaboration between officers from Leeds and Bradford Councils, overseen by Senior Elected Members from both authorities and on the case for setting this collaboration on a more structured and long term basis.

Draft minutes to be approved at the meeting to be held on Wednesday, 23rd January, 2008

RESOLVED –

- (a) That the progress made on the Leeds Bradford joint working to date be noted.
- (b) That the principle of joint working between Leeds and Bradford councils and the work programme project plan in Appendix A to the report be approved.
- (c) That a budget of £100,000 over two years from Leeds City Council to take forward the work programme be approved.

141 Leeds Local Development Framework- Annual Monitoring Report 2007

The Director of City Development submitted a report presenting the Annual Monitoring Report for the Leeds Local Development Framework prior to its submission to the Secretary of State.

RESOLVED – That approval be given to the Annual Monitoring Report for submission to the Secretary of State pursuant to Regulation 48 of the Town and Country Planning (Local Development) (England) Regulations 2004.

142 Proposed Changes to the Regional Spatial Strategy - Leeds City Council representations

The Director of City Development submitted a report on the proposed City Council's detailed representations and formal response to the Regional Spatial Strategy "Proposed Changes".

RESOLVED – That the schedule of representations contained in Appendix 1 to the report be approved as the City Council's formal response to the Proposed Changes, in the preparation of the Yorkshire and Humber Plan (Regional Spatial Strategy).

143 Re-opening of Sweet Street Bridge.

The Director of City Development submitted a report on progress to date on re-opening Sweet Street Bridge and describing how this project is a key scheme for Holbeck Urban Village.

RESOLVED – That approval be given to the scheme design proposal and brief and to the scheme estimates and cash flows as presented and that scheme expenditure of £636,000 be authorised.

144 Proposed Chinese Gate of Friendship

The Head of International Relations submitted a report on a proposal that the Council accept the Gate of Friendship from Hangzhou, on the intention that it be erected on Quarry Hill as detailed in the report and at the associated costs.

RESOLVED –

- (a) That the Council accepts the Gate of Friendship from Hangzhou and that it be erected on Quarry Hill as detailed in the report.
- (b) That expenditure of £200,000 on the erection of the Gate, funded from Section 106 Public Realm Works within the City Centre, be authorised.

ENVIRONMENTAL SERVICES

145 Leeds Climate Change Strategy

The Director of City Development submitted a report outlining the key issues contained within the consultation draft of the Leeds Climate Change Strategy, how it had been developed, the implications and plans for consultation.

RESOLVED – That the approach taken be endorsed and that the consultation draft of the Leeds Climate Strategy be published for consultation in January 2008.

DATE OF PUBLICATION: 21ST December 2007
LAST DATE FOR CALL IN: 2ND January 2008 (5.00 pm)

(Scrutiny Support will notify Directors of any items called in by 12 noon on Thursday 3RD January 2008).

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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, so that the penultimate bullet point referred to the role of Members not only as 'Community Champions' and 'Leaders of Change' but also that the Strategic Plan should make specific reference to the leadership role of Members in planning matters 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 14th 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, 11th September 2007, and Minute No 40, 9th 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 9th 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 17th October 2007:-

- Holt Park District Centre and Tinshill Recreation Ground (Minute No 87 refers) – following debate at the City Council meeting on 31st 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 12th 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 17th 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, 11th September 2007, and Minute No 43, 9th 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, 11th September 2007 refers);
- Direct Payments – Further to Minute No 44, 9th 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, 11th September 2007, and Minute No 42, 9th 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, 11th 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 1st November 2007 to 29th February 2008. It was reported that consideration of the Council's Business Plan would be added to the agenda for the 8th 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 11th December 2007

Tuesday 8th January 2008

Tuesday 5th February 2008

Tuesday 11th March 2008
Tuesday 8th April 2008

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

Report of the Head of Scrutiny Support and Member Development

Scrutiny Board (Culture and Leisure)

Date: 14 January 2007

Subject: Wharfemeadows Inquiry – Draft Report

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 INTRODUCTION

1.1 In July 2007, the Scrutiny Board (Culture and Leisure) received a request for scrutiny from the Wharfemeadows Action Group (WAG), relating to the proposed fencing arrangements within Wharfemeadows Park. Following a full presentation by WAG the Scrutiny Board agreed to undertake an inquiry to examine the:

- Recent decisions of the Executive Board regarding Wharfemeadows;
- Grounds for those decisions; and,
- Advice submitted.

1.2 Specific terms of reference for the Inquiry were agreed at the September 2007 Scrutiny Board meeting and a working group formed.

1.3 As part of the inquiry, Members have heard and received evidence from a range of witnesses, including WAG, the Council's Legal Department, a representative from the Royal Society for the Prevention of Accidents (RoSPA), the Council's Safety, Well-being and Attendance Manager and the Principal Area Manager (West). The Board has also undertaken a site visit and considered a written statement from Otley Town Council. In addition, the Chair of the Scrutiny Board had a face-to-face discussion with the Leader and Chair of Otley Town Council to discuss specific issues in more detail.

1.4 The Board has considered progress of the inquiry on a number of occasions and requested that a draft report be prepared for consideration. Based on the evidence received, a draft report was produced and considered by the working group on 19

December 2007: Discussion at this meeting resulted in a final draft report being produced.

2.0 REPORT ISSUES

- 2.1 The draft report is attached at Annex 1 for the Board's consideration.
- 2.2 The Board's inquiry has been undertaken in accordance with the Council's Scrutiny Board Procedure Rules and with specific reference to 14.3, advice on the draft recommendations has been sought from the appropriate Directors. At the time of writing this report, such advice was not available but will be supplied at the meeting. It is important that the Board considers any Director advice prior to concluding this inquiry and agreeing the final report.
- 2.3 It should be noted that in the event of any Member(s) disagreeing with the content of the Board's agreed report, there is provision for them to produce a Minority Report that sets out their findings and recommendations.
- 2.4 In line with the Scrutiny Board Procedure Rules Guidance Notes, the intention to submit a minority report should be declared at the meeting (i.e. at the time when the majority report is agreed) and subsequently submitted to the Scrutiny Support Unit within 5 working days after the Board meeting.
- 2.5 In the event of a minority report being submitted, this will be reflected in the majority report and appended thereto.

3.0 RECOMMENDATIONS

- 3.1 That, taking into account any Director advice received, the Board considers, amends and/or agrees the draft report attached at Annex 1.
- 3.2 That, subject to any agreed amendments, the report attached at Annex 1 be referred to the Executive for consideration at the earliest opportunity.
- 3.3 That, the Board considers the response to it's report and recommendations at an appropriate time.



Leeds
CITY COUNCIL

River Safety Management at Wharfemeadows Park, Otley

Scrutiny Inquiry Report

Introduction and Scope



Introduction

1. Following the tragic drowning of two young men at Roundhay Park in 2005 an interdepartmental group was established to address the issues raised by the incident. The group was formed to deal with:
 - Preparation for the Coroner's Inquest
 - Implementation of any recommendations from the Inquest
 - Commissioning of a RoSPA report on Water Health and Safety in Leeds City Council
 - Development of a programme of risk assessments for Council water areas
 - Development of a Water Health and Safety Policy for the City Council
 - Development of educational information on water safety, particularly for adolescents and teenagers
2. On 9th February 2007 Executive Board approved and adopted a Policy on the Safety Management of Open Water, endorsed the 'Wise up to Water' Lifesaving Water Safety Project for young people and approved provision within the Capital Programme to ensure that the result of the remaining risk assessments could be implemented
3. An element of this latter approval resulted in the Executive Board agreeing to erect a fence around an expanse of water in Wharfemeadows Park, Otley.
4. It is well known that this element of the Executive Board decision of February 2007 prompted local protests.
5. A group was formed, known as the Wharfemeadows Action Group, (WAG) to oppose the plans. This group submitted a deputation to full Council (18th April 2007) and was also involved in discussions with the relevant Area Committee.
6. There was also public discussion suggesting that the Executive Board's decision was in some way legally flawed.
7. In response to the concerns raised the Council sought legal reassurances that the decision it had taken was correct and agreed to revisit the decision taking into account local views.
8. In 16th May 2007 the Executive Board received a further report outlining the need for water safety measures at Wharfemeadows Park, Manor Park and Tittybottle Park.
9. The Executive Board, subsequently on consideration of this May report resolved that

Introduction and Scope

consideration of proposals to improve water safety at Wharfemeadows Park, Manor Park and Tittybotle Park be deferred to the June meeting of the Executive Board, excepting that the Chief Recreation Officer be requested to progress fencing proposals by the river in the vicinities of the weir and the children's play area.

10. On 13th June 2007 the Executive Board received further reports. These included the presentation of the May report identifying the need for water safety at Wharfemeadows and details of public meetings held on 10th May 2007 and exhibitions between 8th and 11th June 2007 in Otley
11. Following consideration of these reports the Executive Board resolved that the scheme to erect signage and to fence parts of the parks adjacent to the River Wharfe as identified in the May 2007 report be implemented as soon as was practically possible.
12. In July 2007 Scrutiny Board (Culture and Leisure) received a request for scrutiny from the Wharfemeadows Action Group relating to the proposed fencing arrangements within Wharfemeadows Park. Following a full presentation by WAG the Scrutiny Board agreed to undertake a Scrutiny Inquiry.

Scope

13. The terms of reference for this Inquiry were agreed by the Scrutiny Board at its September 2007 meeting. The Scrutiny Board agreed to scrutinise the recent decisions of the Executive Board regarding Wharfemeadows, the grounds for those decisions, the advice submitted and to make recommendations thereon the following:
 - The consultation process undertaken with regard to water safety at Wharfemeadows Park.
 - Details of the decision making process, the options considered, the advice received and position of the Council following RoSPA's recommendations:
 - Legal advice given to the Council
 - Executive Board reports
 - RoSPA's recommendations and relevant reports
 - Any risk assessments undertaken previously with regard to sites with water assets
 - Relevant statistics on accidents relating to the River Wharfe and Wharfemeadows Park specifically.

Introduction and Scope

- Coroner's report relating to Roundhay Park fatal incident
- The Water Safety Strategy

14 This Inquiry has tended to focus on Wharfemeadows and has not dealt with in any great detail the wider Water Safety Strategy. This report presents the findings of the Scrutiny Board.

Draft

Conclusions & Recommendations



1. We feel it is important at the outset to acknowledge the genuine public concern the decision to fence off parts of the river has raised in some quarters. We acknowledge the hard work of WAG in being a conduit for that feeling. We would like to thank WAG representatives for the manner in which they have presented its evidence to us and are grateful for the timely production of written reports and other pieces of evidence all of which we have found extremely useful.
2. Similarly we acknowledge the input of officers and thank representatives from RoSPA for their professional input. We would like to say at this point that Members who attended our site visit were extremely impressed with Wharfemeadows Park and we would like to record our thanks and congratulations to Parks and Countryside staff.
3. WAG argues that the decision in February 2007 to put up fencing was based on (to quote WAG) the “fundamentally flawed RoSPA December 2006” report.
4. WAG argues that the legal advice underpinning this report was wrong and was either ignored or accepted by various officers. WAG argues that when this advice was presented to the Executive Board a false picture of the Council’s responsibilities was created.
5. Much has also been said of the Executive Board being under pressure to act as it did due to the ‘threat’ of possible ‘Corporate manslaughter’ prosecutions
6. Similarly there has been confusion as to the Coroner’s recommendations following the Roundhay Park tragedy. It has been widely reported in the media and said in Full Council that the Council received an instruction to carry out risk assessments.
7. It is the view of WAG that the advice given to the Executive Board that not to heed the safety advice in RoSPA’s report and the Roundhay Coroner’s report could result in corporate manslaughter charges was incorrect and should not have been given. This advice, together with the inaccurate legal advice, WAG argues, played a significant role in colouring the views of the Executive Board Members.
8. It is true that the December 2006 RoSPA report quotes a case (Tomlinson v Congleton Borough Council) and in quoting this case does not fully explain the subsequent successful appeal. This is unfortunate and Members can sympathise with the view that it puts RoSPA’s competence to advise on safety matters on trial.

Conclusions & Recommendations



9. It is unfortunate that the original error by RoSPA was not picked up by officers. However it is important to state that we have been advised by our own legal department that the decision in the Tomlinson Case does *not* define Leeds City Council's duty of care and that it was *not* a consideration when determining the Council's responsibilities and certainly did *not* form part of any officer advice to the Executive Board. This is reinforced by the fact that RoSPA were not commissioned by the Council to offer legal advice nor has legal advice been sought by the Council from RoSPA.
10. In terms of officers advising Executive Board that not to heed the advice of RoSPA could result in Corporate Manslaughter charges, we cannot find evidence to support that this advice was actually given. We are told by officers that this was not a matter raised in the February 2007 Executive Board report. However we accept that some of this discussion could have been fuelled by discussion in full Council in February 2007 where Members talked of the possible threat as justification for the Executive Board decision.
11. In terms of the supposed recommendations made by the Roundhay Coroner, again this is

incorrect and no evidence has been presented to the Working Group or Scrutiny Board to suggest otherwise. We note that the correct recommendation of the Coroner was presented in the February 2007 Executive Board report.

12. What is unfortunate is that the Council at the point of the February 2007 Executive Board decision had not carried out its own risk assessment at Wharfemeadows and was reliant on RoSPA's assessment. With the subsequent criticism of RoSPA it is understandable why WAG has suggested that the City Council misled itself. However we do acknowledge that the risks identified by RoSPA were not unknown to officers. Indeed it was officers from Parks and Countryside who had suggested the site, visited with RoSPA and gave input into the site discussions that formed the risk assessment report. It is acceptable to use experts and we acknowledge that this was not at the expense of abdicating responsibility and accountability for decisions made.
13. In hindsight it would have been better to have incorporated RoSPA's advice into our own risk assessment. This would have also helped play down RoSPA's perceived influence in the decision making process.

Conclusions & Recommendations



14. WAG has also questioned the legitimacy of appointing RoSPA to help the Authority undertake risk assessments. We have heard of the expertise RoSPA can provide in these areas and therefore do not have an issue with RoSPA assisting the Council. We say this however on the clear understanding that risk assessments and consequent decisions and action lies solely with the Council and not RoSPA. The Council are the responsible body, not RoSPA. We accept that officers have never stated that RoSPA have a regulatory responsibility. It is unfortunate that the subsequent message was that RoSPA told the City Council to erect the fencing. In our view more could have been done to challenge this perception.

15. WAG has also queried the decision to Commission RoSPA to examine Wharfemeadows Park. In this regard we are satisfied that this area of water had been of concern to officers and provided a good example of an urban park area with fast running water to undertake a site specific assessment.

16 Notwithstanding our comment in paragraph 12 above, we have been advised that it is legally perfectly proper to revisit risk assessments. We note that this

was done by Council officers on 30th March 2007 and reported to a further Executive Board report in May 2007. We also note that in giving evidence to the Scrutiny Board, the RoSPA representative stated that he was unhappy with elements of the December 2006 RoSPA report and that changes were subsequently made, resulting in the April 2007 RoSPA report. This was the report the City Council finally acted on. However, we note with some concern that the existence of different 'versions' of the RoSPA report would appear to have confused the decision making process.

17. We note that following this report and the subsequent June 2007 report Members reaffirmed their February 2007 decision with some modifications. These being;

- Not to fence near the steps
- Not to fence from children's playground down to the white bridge

18. We acknowledge that as a local authority, addressing matters of public safety is one of our key responsibilities - but doing so 'as far as is reasonably practicable' and applying the principles of 'sensible risk management'

19. It is fair to say that there is often little 'objective science' in conducting risk assessments for

Conclusions & Recommendations



situations such as this. As they are often based upon professional judgement. The law requires that 'competent people' are utilised to inform such assessments – which is why the Council employed RoSPA and utilised its own Officers. Only a court can ultimately decide on liability if an accident has occurred.

20. We share the Health and Safety Executive's view sensible risk management **is** about:

- Ensuring that workers and the public are properly protected;
- Providing overall benefit to society by balancing benefits and risks, with a focus on reducing real risks – both those which arise more often and those with serious consequences ;
- Enabling innovation and learning not stifling them;
- Ensuring that those who create risks manage them responsibly and understand that failure to manage real risks responsibly is likely to lead to robust action;
- Enabling individuals to understand that as well as the right to protection, they also have to exercise responsibility
- Reducing not eliminating risk.

21. We would strongly argue that sensible risk management **is not** about:

- Creating a totally risk free society
- Generating useless paperwork mountains
- Scaring people by exaggerating or publicising trivial risks
- Stopping important recreational and learning activities for individuals where the risks are managed
- Reducing protection of people from risks that cause real harm and suffering.

22. WAG and others, including certain Members of this Scrutiny Board, believe that the decision taken to fence off parts of the River Wharfe are not proportionate to the risk nor to any legal imperative. Conversely we have heard from our own professional and experienced officers and from RoSPA that the measures are sound and legitimately arise from our legal obligation to carry out a risk assessment and address the risks identified in such assessments as far as reasonably practical.

23. There is a view that the relatively short stretch of fencing of the River Wharfe at Wharfemeadows in Otley does not prevent or restrict activities as these areas are not legitimate points of access. The steps, which are a point of access and used for feeding water fowl and an integral

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feature of the park, are to be left unfenced.

24. The only non financial 'cost' put forward in the fenced areas is one of visual amenity, which in any case is subjective. This would not provide any useful mitigation should an accident occur.
25. We concede however that we are unlikely to reach a consensus neither within the Scrutiny Board nor within the public at large, as to whether the fencing should have been erected. There are those who oppose all fencing, those who agree fully and there are those who argue that the fencing should be around a limited identified area. It has to be said that following our own site visit Members present identified areas that required urgent fencing.
26. We have quite rightly listened to what WAG has had to say. However we could have easily obtained the views of the many people who are supportive of the measures taken by the Council. Indeed when Members went on a recent site visit as part of this Inquiry we were privy to numerous comments of support for the fence. We note that the Executive Board has also seen letters of support.
27. Our job has not been to arbitrate on a professional health and safety issue. The issue at point as far as we are concerned is to satisfy ourselves that the Executive Board made its decision with all necessary, available and accurate information before it.
28. For the sake of clarity we asked for an officer summary of the Coroners inquest report and all legal advice in terms of the Council's liability including Counsel's advice. We believe the clearest explanation of the legal advice can be found in Appendix 5 of the May 2007 Executive report. This properly summarised Counsel's advice. We appended this advice in full.
29. We have also seen copies of the risk assessments for Wharfemeadows although we concede that we are not competent as a Scrutiny Board to professionally comment on these.
30. On all accounts faced with the legal advice and the evidence from the risk assessments, the Executive Board made the decision it did in all good faith with all available and appropriate information before it.
31. We do not therefore concur with WAG's proposition that the Executive Board was somehow misled into making this decision either through inaccurate legal advice or bogus threats of potential manslaughter charges

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and non recommendations from the Coroner.

32. Having said that there does remain two areas of concern which we would wish to comment on. The first is that of consultation and the manner in which this whole issue has been handled. The second relates to transparency of decision making.
33. With regards to consultation, we have received written evidence from Councillor Jim Spencer, Leader of Otley Town Council and from Greg Mulholland MP for Leeds North West. Both submissions clearly show a level of anger over how this matter has been handled. The Chair has also met with the Leader of Otley Town Council.
34. Councillor Spencer talks of “shock and surprise of the Town Council” to find that the City Council had plans to “radically alter the look, aesthetics and impact of the park...and the City Council had not made contact with the Town Hall to consult or discuss the serious issues”.
35. Councillor Spencer states that the first the Town Council knew of any proposals to fence of the river was when he read an article in the 28th December 2006 edition of the Wharfedale & Airedale Observer. The Town Council was understandably angered about the lack of consultation.
36. Councillor Spencer states that the first official contact he received on the matter was 7th February 2007. This is two days before the Executive Board meeting of 9th February 2007 and after the Executive Board papers were in the public domain.
37. Councillor Spencer goes on to say that it was not until 10th May 2007 that a public meeting on the City Council’s decision was held. This was despite the growing anger within Otley on the lack of consultation.
38. Councillor Spencer told us that at this public meeting passions were running very high. It is his view that as a consultation meeting it was a “waste of time” and showed a complete “lack of interest of the City in the opinion of the Town Council and its community and also the strength of the feeling of the community”.
39. A similar view was also expressed by Greg Mulholland MP, who has complained of a lack of consultation with the people of Otley and Otley Town Council both *before* the City Council took its original decision and after. Mr Mulholland claims that the consultation was neither full nor proper nor was it genuine. By way of evidence for this view point

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Mr Mulholland quoted extracts from correspondence between Councillor Spencer and senior City Council Councillors.

40. In his letter dated 10th May 2007 to Councillor Jim Spencer, Councillor Andrew Carter states, "we have no intention of making a decision on the proposals for Wharfemeadows at the Executive Board meeting next week (16th May 2007). In actual fact, a decision was taken to go ahead with part of the scheme following that meeting.
41. Councillor Mark Harris in a letter to Councillor Jim Spencer on 17th May 2007 states, "At the Executive Board yesterday, the Leader of Council announced that we would continue the immediate fencing of the river adjacent to the weir and the children's playground"
42. That to us confirms that a decision was made during a period when other consultation was supposed to be taking place.
43. Councillor Harris's letter of 17th May 2007 also states "Everything else is still the subject of consultation with the people of Otley".
44. We noted that further consultation did take place between 8th to 11th June in the form of exhibitions prior to the final decision taken at the Executive Board meeting on 13th June 2007.
45. It is our view that more could have been done and sooner to inform the residents of Leeds and of Otley, in particular, of the City Council's intentions
46. We have been presented with little evidence that there was a concerted effort to win over 'hearts and minds' on this issue prior to February 2007. This is evidenced by the fact that Otley Town Council heard of the City council's proposals via the local media in December 2006.
47. It is clear that in the minds of Otley Town Council, the City Council has totally disregarded not just its views on the fence but also its legitimate right to be consulted in a timely and appropriate manner - which is perhaps more worrying.
48. It is Councillor Spencer's view that given the content of the final fencing scheme many of the initial worries expressed by the town have now been addressed. However these could have been resolved prior to the original February 2007 Executive Board decision had early dialogue taken place. Instead a situation was allowed to develop and gain a momentum all of its own resulting in frustration and mistrust.

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49. We would draw the Executive Board's attention to the *'Charter between Leeds City Council and the Parish and Town Councils within the administrative area of Leeds City Council'*, particularly Section Three – Working in Partnership. This was agreed by the Executive Board in October 2006.
50. Section 3.4 of this Charter states; *"Consultation will be used to involve local councils in decisions of the City Council that affect local communities. Consultation between the partners of this Charter is a two-way process, which can only be effective where there is a sense of partnership and mutual trust. Consultation will not be used as a form of advance warning or of public relations"*. We believe that the Council has fallen short on this undertaking.
51. The Charter also states that, *"Sometimes it will be necessary for the City Council to take decisions based on considerations which extend beyond an individual community. In these cases the decisions may not reflect the local view, even though suggestions and opinions will have been considered.* (paragraph 3.7)
52. We fully acknowledge that this will be the case on occasions. As such we have concerns regarding the use of the phrase 'consultation' throughout the Council's dealing with the public on this matter. It would appear from the legal advice given that in a situation where the safety of the public is the overriding issue the City Council has a duty to act rather than consult. Therefore any "consultation" must be limited.
53. Furthermore, on those limited occasions where discussions did take place there appears to have been some degree of false hope given that "consultation" meant an opportunity to amend the Executive Board decision. Similarly we do not believe that some of the statements made by some Executive Board Members in correspondence shown us, to be helpful. In our mind these statements perpetuated a notion that consultation meant a possible influence over the final decision. This was never the case.
54. Consultation at best was about the type of fence to be erected and to a certain degree the areas to be fenced. Indeed consideration was given to an alternative fence line running along the main park path from Bridge Street to Farnley Lane and locking the park in times of spate or flood. We were advised that on evaluation of the risk assessment this did not reduce the potential hazard and risk rating of children and young people slipping/tripping from the embankment wall top into the river. In addition it was the

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view of officers that predicting flood and spate situations was difficult because the river has substantial variances in flow and height. Of concern also was the fact that there are many entrances to the park and resources may not be available at the right time to implement physical actions on the ground.

55. However it remained that the decision to implement the results of the risk assessment was never up for debate. This should have been clear at the out set and more effort spent on giving proper reason for the decision. Again early discussions with the Town Council might have avoided the tensions which arose in the community.
56. The overriding lesson coming out of this is the need to ensure that the spirit of the agreed Charter is adhered to. There will be other issues in the future facing the City and Town and Parish Council's and there must not be a repeat of this ill feeling.

Recommendation 1

That the Charter between Leeds City Council and the Parish and Town Councils within the administrative area of Leeds City Council', particularly Section Three – Working in Partnership, is strictly adhered to.

Section Three states "*Consultation will be used to involve local councils in decisions of the City Council that affect local communities. Consultation between the partners of this Charter is a two-way process, which can only be effective where there is a sense of partnership and mutual trust.*"

57. The second area of concern was the initial decision by officers not to make public the full legal advice, including Counsel's opinion on this matter.
58. It is our view that the core driver of the Executive Board decision was the Council's legal duty of care once in receipt of a risk assessment and legal advice from officers. It is our view that, in the spirit of open and transparent decision making, this legal advice should have been in the public domain at an early stage.
59. We are pleased therefore that the Chief Executive has reviewed this and has agreed that Counsel's preliminary advice and chronology of events can now be made public.
60. However we would recommend that as a matter of course all legal advice should be in the public domain and withheld only under exceptional circumstances.

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Recommendation 2

That all legal advice obtained by the Council is publicly available save in exceptional circumstances to be determined by the Council's Monitoring Officer. The reasons for any non public disclosure should be made clear by the Monitoring Officer.

requests for Counsel's advice are made in written form save in exceptional and urgent circumstances.

Recommendation 3

That all requests for Counsel's advice are made in written form save in exceptional and urgent circumstances.

61. We would also wish to comment on the recording of legal advice. When we requested to have sight of Counsel's written opinion and our own solicitors instruction, we were initially informed that no such written advice existed. This would seem to have arisen due to a misunderstanding that what was being requested was any formal written concluded opinion arising from the initial oral advice given by Counsel in conference with leading elected members. This turned out not to be the case and subsequently written preliminary or informal advice was received from Counsel and written instructions were given by Leeds City Council solicitors. We have been offered an explanation as to how this misunderstanding occurred and in turn we have expressed our frustrations of this experience at the highest level.

63 Finally we would like to make a general observation about the role of Scrutiny in the Council's decision making process. We are of the view that this is one instance where 'pre Scrutiny' of a decision would have been helpful and given the Executive Board the opportunity to test opinion.

62. Whilst not integral to our main findings we believe a future occurrence of this would be avoided if, as a matter of practice,

64 We acknowledge that the onus to identify decisions that would benefit from such 'pre scrutiny' does not rest solely with the Executive and is as much the responsibility of individual Scrutiny Boards. We therefore recommend that both the Executive and Scrutiny Boards work in partnership to identify those future decisions where Scrutiny input prior to the decision being made can add value to the overall process and the decision made.

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Recommendation 4

That the Executive Board and Scrutiny Boards work in partnership to identify future decisions where Scrutiny input prior to the decision being made can add value to the overall process and the decision made.

Draft

Evidence



Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply.

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

Reports and Publications Submitted

- 1) RoSPA Report: Water Safety Audit – September 2005
- 2) RoSPA Report: Generic Water Safety Assessment – December 2006
- 3) RoSPA Report: Generic Water Safety Assessment (amended) – December 2006
- 4) Executive Board Report (Item 13) and Minutes – 9 February 2007
- 5) Executive Board Report (Item 19) and Minutes – 13 June 2007
- 6) Executive Board Report (Item 7) and Minutes – 16 May 2007
- 7) Executive Board Report (Item 20) and Minutes – 22 August 2007
- 8) Full Council: verbatim minutes – 21 February 2007
- 9) Full Council: Wharfemeadows Action Group (WAG) Deputation – 18 April 2007
- 10) Full Council: verbatim minutes – 20 June 2007
- 11) Wharfemeadows Action Group briefing paper – July 2007
- 12) Wharfemeadows Action Group supplementary evidence – August 2007
- 13) Wharfemeadows Action Group further evidence – November 2007
- 14) Wharfemeadows fencing proposals site plan – 19 January 2007
- 15) WAG's Public Address to the Culture & Leisure Scrutiny Board – 16 July 2007
- 16) Notes arising from inquests (Head of Community Services and Litigation) – 22 June 2006
- 17) Wharfemeadows Park Fencing – Chronology (September 2007)
- 18) Note from Head of Community Services and Litigation (Leeds City Council) – 6 September 2007
- 19) Charter between Leeds City Council and Parish and Town Councils – revised October 2007
- 20) Counsel's Advice and Chronology of Events – 3 October 2007
- 21) Note from Head of Community Services and Litigation (Leeds City Council) on Counsel's Advice and Chronology of Events – 4 November 2007
- 22) Proposed draft findings/ recommendations from Cllr. Bernard Atha – 20 November 2007

Reports and Publications Submitted (continued)

22) Correspondence from:

- Coroner's Office – 3 July 2006;
- Chief Recreation Officer (Leeds City Council) – 5 July 2006;
- Leeds City Council's Assistant Chief Executive (Corporate Governance) – 17 April 2007;
- WAG/ Cllr. Andrew Carter (e-mail) – 25 April 2007;
- WAG – 2 May 2007;
- Ian Andrew (e-mail) – 10 June 2007
- Otley Town Council – 12 July 2007;
- Greg Mulholland MP – 13 July 2007;
- WAG (e-mail)– 25 August 2007;
- WAG – 11 September 2007;
- Head of Community Services and Litigation (e-mail) – 29 September 2007
- Head of Community Services and Litigation (Leeds City Council) / Assistant Chief Executive (Corporate Governance) (e-mail) – 5 October 2007;
- WAG (e-mail)– 5 November 2007;
- Otley Town Council (e-mail) – 23 November 2007;
- Greg Mulholland MP – 23 November 2007;
- Cllr. Ted Hanley – 30 November 2007;
- Cllr. Ted Hanley – 4 December 2007;
- Greg Mulholland MP (e-mail) – 5 December 2007;
- Cllr. Ted Hanley – 12 December 2007.

Evidence



Witnesses Heard

- Wharfemeadows Action Group (WAG)
- Cllr. John Procter (Leeds City Council Executive Board Member)
- Cllr. Jim Spencer (Leader of Otley Town Council)
- Peter Cornall, Head of Water and Leisure Safety, ROSPA
- Paul Rogerson, Chief Executive – Leeds City Council
- Denise Preston, Chief Recreation Officer – Leeds City Council
- Ian Spafford, Head of Community Services and Litigation – Leeds City Council
- Chris Ingham, Human Resources Manager (Safety, Well-being and Attendance) – Leeds City Council
- Sean Flesher, Parks and Countryside Principal Area Manager (West) – Leeds City Council

Dates of Scrutiny

- 16 July 2007 – Culture & Leisure Scrutiny Board
- 15 August 2007 – working group meeting
- 22 August 2007 – working group site visit (Wharfemeadows Park)
- 29 August 2007 – working group meeting
- 10 September 2007 – Culture & Leisure Scrutiny Board
- 1 October 2007 – working group meeting
- 8 October 2007 – Culture & Leisure Scrutiny Board
- 5 November 2007 – working group meeting
- 12 November 2007 – Culture & Leisure Scrutiny Board
- 3 December 2007 – meeting between Leader of Otley Town Council and Chair of Culture & Leisure Scrutiny Board
- 10 December 2007 – Culture & Leisure Scrutiny Board
- 19 December 2007 – working group meeting



Originator: S Courtney

Tel: 24 74707

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Culture and Leisure)

Date: 14 January 2008

Subject: Major Projects Update

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 During the previous municipal year, the Leisure Scrutiny Board established a regular report on the major projects being undertaken within the Leisure portfolio. This was intended to keep Members up to date with developments of the larger projects and to give an opportunity to monitor issues as they arose.
- 1.2 Subsequently, Scrutiny Board (Culture and Leisure) agreed to continue this practice during the current municipal year and considered the an update in October 2007.

2.0 Report to the Scrutiny Board

- 2.1 Attached at Appendix 1 is a brief summary that provides an outline of each project, key milestones and financial information, including approved funding and funding sources. The summary provided excludes the City Varieties and Grand Theatre projects, which in line with the previously agreed work programme, will be reported separately at a future meeting.
- 2.2 It should also be noted that information regarding Roundhay Mansion, which has been the subject of a site visit and separate discussion at the previous Board meeting, is not included in the attached summary.
- 2.3 This is an opportunity for the Board to consider the development and progress of the larger projects and any arising issues within the Leisure portfolio. Officers will be

available at the meeting to answer any general and/or specific questions Members may have regarding the identified projects.

3.0 Recommendation

- 3.1 Members are requested to note the information attached and to comment and make recommendations as appropriate.
- 3.2 Members are also asked to review, clarify and confirm the requirements for future update reports.

Culture and Leisure Scrutiny Board
Cultural Infrastructure Progress Spreadsheet

	Swimming and Diving Centre	City Museum	Discovery Centre	Carriageworks	Art Gallery Phase 1
Scheme no.	02794/000/000				
Opening date					
Aspirational date at start of the project	Apr-06	2007	2007	Apr-04	Early Summer 2007
Proposed opening date when Tender let	Feb 2007	2008	2007	Feb-05	Early Summer 2007
Working Opening date	Summer 2007	Autumn 2008	Summer 2007	9th Sept 2005	23rd May 2007
Actual Opening date	29th Oct 2007	tbc	25th Jul 2007	11th Nov 2005	21st Jun 2007
Start on site	Apr-05	Sep-05			July - Dec
Approved Expenditure					
First Executive Board date	Jan-05	15th Oct 2003		26th Sept 2001	Capital Prog 06
Amount approved	16,230,700	26,949,800 [6313000]		2,720,000	1,600,000
LCC	11,469,700	5,737,500			200,000
HILF		19,477,500			
YF		1,598,300			1,300,000
ACE					
Private					
Other		514,500			100,000
Sport England	4,761,000				
Unforeseen costs current (£)	665,000				absorbing

APPENDIX 1

Cultural Infrastructure Progress Spreadsheet

	Swimming and Diving Centre	City Museum	Discovery Centre	Carriageworks	Art Gallery Phase 1
Unforeseen costs description	Piling and statutory services, additional steelwork, gas membrane, fire boarding, contaminated land removal	Dry and wet rot in roof and floor timbers, instability of structural walls, unsound brickwork to support proposed new roof, English Heritage related changes, unstable sub-floor			Security hit by lighting in August storms.
Additional injection (£)	665,000	1,980,500		1,498,000	
Date approved	13-Dec-06	24-Jan-07	nil	21-Jul-04	
	Scheme costs were the subject of a confidential report to Exec Board on 13/06/07 for which conditions still apply.	Scheme costs were the subject of a confidential report to Exec Board on 24/01/07 for which conditions still apply.			
Final Costs (£)					
Brief summary of project	10 lane 50m pool inc 10m diving, dryland gym, seating for 800, dance studio, changing rooms, café and meeting rooms	Create a Museum of and for Leeds in the old Leeds Institute building on Millennium Square	Create an interactive store for Leeds Museums resources when not on display - includes learning spaces	Create a theatre and second performance space for community arts and to support Arts Guild	New Front doors, refloor entrance, restore tiled hall, strip Art Library turn into Gallery, strip out café create Family learning space



Originator: J Stageman/
H Pinches
Tel: 2474352

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

Culture and Leisure Scrutiny Board

Date: 14 January 2008

Subject: Leeds Strategic Plan and Council Business Plan: Outcomes and Priorities

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary

1. The Leeds Strategic Plan and Council Business Plan outcomes and Improvement priorities together with the financial strategy set out the strategic approach of the Council that will underpin service delivery for the period 2008-11. The Budget and Policy Framework requires the initial proposals for such plans to be reviewed by Scrutiny so that they have the opportunity to shape policy and make recommendations for change.
2. This report sets out the initial proposals for the Local Strategic Partnership, alongside the processes already undertaken for the development of these significant plans. It also clarifies the next stages for the full development of both plans in line with statutory and constitutional requirements.

1.0 Purpose of this Report

- 1.1 The Leeds Strategic Plan and Council Business Plan outcomes and improvement priorities together with the five year financial strategy set out the strategic approach of the Council that will underpin delivery of services in the period 2008-11. This report outlines the progress to date in the development of the Leeds Strategic Plan and Council Business Plan.
- 1.2 The report updates the Culture and Leisure Scrutiny Board on the findings of the stakeholder consultation undertaken between September and November 2007 to determine the strategic outcomes and improvement priorities for the Leeds Strategic Plan 2008-11. The Board is asked to receive and comment upon changes made based on feedback received.
- 1.3 The draft business outcomes and improvement priorities are presented to Scrutiny for the first time and feedback is sought on these to help shape and develop the Council's business transformation and development agenda which will support the delivery of the Leeds Strategic Plan.

2.0 Background Information

- 2.1 Members of Executive Board approved a revised corporate planning framework for the city in July 2007. The strategic element of this framework includes two high level plans which set the strategic level outcomes and priorities for both the city and the organisation for a three year period. These are:
 - **Leeds Strategic Plan 2008-11** - sets out the strategic outcomes and improvement priorities that will guide delivery of what the Council needs to focus on across the city either on its own, or in partnership with others, during the period 2008-11. This plan includes the statutory requirements regarding Leeds' Local Area Agreement as detailed in the Local Government and Public Involvement in Health Act 2007.
 - **Council Business Plan 2008-11** - sets out what the council needs to do organisationally to achieve the outcomes and priorities in the Leeds Strategic Plan. This includes outlining the business development, organisational change, business transformation and financial planning activities that we plan to undertake over the next three years. The five year financial strategy was considered by members of Executive Board in December and will be integrated into the Council Business Plan.
- 2.2 The agreed framework specified that these strategic level plans not only set out the overarching priorities but also include the mechanisms for measuring success in achieving these priorities. The Budget and Policy framework specifies that the initial proposals contained in both of these plans are to be published at least two months in advance of adoption and that Scrutiny is allowed at least six weeks to respond to these initial proposals.
- 2.3 A three year planning timeframe has been adopted for both the Leeds Strategic Plan and Council Business Plan based on the fact that the Local Area Agreement, required by statute, spans three years and the Comprehensive Spending Review 2007 provides a three year funding settlement. However, we recognise that for some aspects of our work there is a need for a longer term view. The Vision for Leeds 2004-20 provides the longer term ambitions of the city for the three year Leeds Strategic Plan. We have also developed longer term visions for some of our Business Plan priorities and therefore it is our intention to reflect these within the Council Business Plan where appropriate eg inclusion of our five year financial strategy.

3.0 Leeds Strategic Plan

Feedback on Stakeholder Consultation

- 3.1 During July and August 2007 a draft set of strategic outcomes and improvement priorities were compiled that described what the Council and, where relevant its partners, aim to focus attention on during the period 2008-11. The draft outcomes and priorities are organised around the eight themes of the long term vision for the city – the Vision for Leeds 2004-2020. Evidence of where we need to focus our efforts was drawn from:
- The Annual Citizens Survey;
 - The council's and partners' performance management systems;
 - Current demographic and economic trends of the city; and
 - Local knowledge of Members, council officers and partners.
- 3.2 During September to November 2007 a wide range of stakeholders were consulted across the city to provide the opportunity to 'check' whether the right improvement priorities had been identified, highlight any gaps and explore views on how delivery can best be achieved over the next three years. The following stakeholders were consulted:
- All Elected Members (Executive Members ,Scrutiny Boards, Area Committees, Members Seminar)
 - Statutory partners
 - Voluntary, Community and Faith Sector
 - Representatives of the business community
 - Representatives of the Trade Unions
 - Council Staff
 - Equality Groups
 - Citizen Focus Groups
- 3.3 The general messages to emerge from the consultation were as follows:
- General support for the strategic outcomes and improvement priorities as drafted. It was commonly felt that the appropriate themes had been identified, and the balance in terms of 'Going up a League' and 'Narrowing the Gap' was judged to be about right.
 - Some concern that the priorities in the areas of 'Environment' and 'Transport' should be strengthened and a stronger emphasis be placed on Children and Young People and Older People.
 - Generally felt that the themes and priorities were strongly interdependent and that this should be both strengthened in places and communicated throughout the planning framework.
 - Whilst, the priorities were judged to have generally targeted the right areas, respondents often noted that their wording would benefit from the use of more positive, simple and clear language.

A full report summarising comments from the consultation is available for more detailed information.

Changes to Strategic Outcomes and Improvement Priorities

- 3.4 The feedback from the consultation has resulted in a series of changes and improvements to the draft strategic outcomes and improvement priorities. It is intended that the context to the Leeds Strategic Plan provides an explanation of the importance placed on:
- Children and Young People
 - Older People (with the recognition that we wish to rise to the challenges and opportunities presented by an ageing society)

➤ Interconnectivity between our strategic themes and priorities

Further proposed changes are:

<p>Our Ambition</p>	<p>Our Mission is to bring the benefits of a prosperous, vibrant and attractive city to all the people* of Leeds. We want:</p> <ul style="list-style-type: none"> • people to be happy, healthy, safe, successful and free from the effects of poverty; • our young people to be equipped to contribute to their own and the city's future well being and prosperity; • local people to be engaged in decisions about their neighbourhood and community and help shape local services; • neighbourhoods to be inclusive, varied and vibrant offering housing options and quality facilities and free from harassment and crime, and; • a city-region that is prosperous, innovative, attractive and distinctive enabling people, business and the economy to realise their full potential.
Strategic Outcomes	Improvement Priorities
<p>Culture</p> <p>Increased participation in cultural opportunities through engaging with all our communities.</p> <p>Enhanced cultural opportunities through encouraging investment and development of high quality facilities of national and international significance.</p>	<p>Enable more people to become involved in sport and culture by providing better quality and wider ranging activities and facilities</p> <p>Facilitate the delivery of major cultural schemes of international significance.</p>
<p>Skills and Economy</p> <p>Increased entrepreneurship and innovation through effective support to achieve the full potential of people, business and the economy.</p> <p>Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre.</p>	<p>Increase innovation and entrepreneurial activity across the city</p> <p>Facilitate the delivery of major developments in the city centre to enhance the economy and support local employment</p> <p>Enhance the skills of the workforce to fulfil individual and economic potential.</p> <p>Increase international communications, marketing and business support activities to promote the city and attract investment.</p>
<p>Learning</p> <p>Enhance the current and future workforce through fulfilling individual and economic potential and investing in learning facilities.</p>	<p>Enhance the skill level of the workforce to fulfil individual and economic potential</p> <p>Improve learning outcomes for all 16 year olds, with a focus on narrowing the achievement gap.</p> <p>Improve learning outcomes and skill levels for 19 year olds.</p> <p>Increase the proportion of vulnerable groups engaged in education, training or employment.</p> <p>Improve participation and early learning outcomes for all children, with a focus on families in deprived areas.</p>
<p>Transport</p> <p>Increased accessibility and connectivity through investment in a high quality transport system and through influencing others and changing behaviours</p>	<p>Deliver and facilitate a range of transport proposals for an enhanced transport system.</p> <p>Improve the quality, use and accessibility of public transport services in Leeds.</p> <p>Improve the condition of the streets and transport infrastructure by carrying out a major programme of maintenance and improvements.</p> <p>Improve road safety for all our users, especially motor cyclists and pedal cyclists.</p>

Strategic Outcomes	Improvement Priorities
<p>Environment</p> <p>Reduced ecological footprint through responding to environmental and climate change and influencing others.</p> <p>Cleaner, greener and more attractive city through effective environmental management and changed behaviours.</p>	<p>Reduce the amount of waste going to landfill.</p> <p>Reduce emissions from public sector buildings, operations and service delivery, and encourage others to do so.</p> <p>Undertake actions to improve our resilience to current and future climate change.</p> <p>Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.</p>
<p>Health and Wellbeing</p> <p>Reduced health inequalities through the promotion of healthy life choices and improved access to services.</p> <p>Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect.</p> <p>Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and wellbeing.</p>	<p>Reduce premature deaths from circulatory diseases.</p> <p>Reduce in the number of people who smoke.</p> <p>Reduce rate of increase in obesity and raise physical activity for all.</p> <p>Reduce teenage conception and improve sexual health.</p> <p>Improve the assessment and care management of children, families and vulnerable adults.</p> <p>Improve psychological and mental health services for children, young people and families.</p> <p>Increase the number of vulnerable people helped to live at home.</p> <p>Increase the proportion of people in receipt of community services enjoying choice and control over their daily lives.</p> <p>Embed a safeguarding culture for all.</p>
<p>Thriving Places</p> <p>Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities.</p> <p>Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours.</p> <p>Increased economic activity through targeted support to reduce worklessness and poverty.</p>	<p>Increase the number of “decent homes”.</p> <p>Increase the number of affordable homes.</p> <p>Reduce the number of homeless people.</p> <p>Reduce the number of people who are not able to adequately heat their homes.</p> <p>Increase financial inclusion in deprived areas.</p> <p>Reduce crime and fear of crime.</p> <p>Reduce offending.</p> <p>Reduce the harm from drugs and alcohol to individuals and society.</p> <p>Reduce anti-social behaviour.</p> <p>Reduce bullying and harassment.</p> <p>Reduce worklessness across the city with a focus on deprived areas.</p> <p>Reduce the number of children in poverty.</p> <p>Develop extended services, using sites across the city, to improve support to children, families and communities.</p>
<p>Stronger Communities</p> <p>More inclusive, varied and vibrant communities through empowering people to contribute to decision making and delivering local services.</p> <p>Improved community cohesion and integration through meaningful involvement and valuing equality and diversity.</p>	<p>An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents.</p> <p>An increase in the number of local people that are empowered to have a greater voice and influence over local decision making and a greater role in public service delivery.</p> <p>Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services.</p> <p>An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities.</p>

4.0 Measuring success in achieving Strategic Outcomes and Improvement Priorities

- 4.1 As part of the Government's intention to reduce the performance management burden for local government, it has recently reduced the estimated 1,200 indicators for assessing performance to 198. This national indicator set of 198 measures will be the only measures on which central government will performance manage outcomes delivered by local government working alone, or in partnership with others, from April 2008.
- 4.2 These measures will, where appropriate, be included in the final version of the Leeds Strategic Plan, matched against the relevant strategic outcomes and improvement priorities. In addition a number of local measures will also be required to adequately measure progress in areas not captured by the national indicator set.

5.0 Local Area Agreement requirements

- 5.1 The Local Government and Public Involvement in Health Act 2007 formalised the Local Area Agreement (LAA) as a key statutory tool in exercising the place shaping responsibility of the local authority. The LAA will be the only place from April 2008 onwards where central government will agree targets with local authorities and their partners against the set of national indicators. Each LAA will include 'up to 35' targets developed from the national indicators, supplemented by 17 statutory targets on educational attainment and early years.
- 5.2 Our LAA proposals for negotiation with Government are being drawn from the improvement priorities that are agreed as part of the Leeds Strategic Plan. 'Up to 35' improvement priorities will be selected and aligned with the 'best fit' national indicators. Targets will then need to be developed for each improvement priority/indicator and negotiated and agreed with Government. The final sign off of the LAA requirements with Government will take place in June 2008.
- 5.3 The local authority has a statutory duty to consult with partners named in the Local Government and Public Involvement in Health Act 2007 in identifying improvement priorities and targets and partners have a statutory duty to co-operate in the delivery of the agreed targets.

6.0 Council Business Plan 2008-11

Development of the Plan

- 6.1 The purpose of the Council Business Plan 2008-11 is to set out the business outcomes and improvement priorities for the next three years. This is to ensure that the council is 'fit for purpose' and to support the delivery of the Leeds Strategic Plan. Therefore the process for the development of both plans has been closely linked.
- 6.2 The first phase of work to develop the Council Business Plan 2008-11 involved a series of meetings with senior officers to seek their views, with reference to the first draft of the strategic outcomes and improvement priorities, on what issues the business plan needed to address. From these meetings a wide range of potential improvement priority areas were identified and from these CLT identified four key outcome areas:
- Business intelligence
 - One council – cultural change
 - Service prioritisation
 - Democratic and community engagement
- 6.3 From these inputs, and with reference to projects already underway through the Smarter Working: Better Results change programme, an initial set of outcomes and improvement priorities were developed. These were then tested and challenged alongside the strategic outcomes and improvement priorities. This process ensured that the developing business outcomes were fully aligned to, and supported the delivery of, the Leeds Strategic Plan.

The final element of this initial consultation process were two staff focus groups in December. .

Business Plan Outcomes and Improvement Priorities

6.4 The resultant draft business plan outcomes and improvement priorities are shown below.

Business Outcome 1 - We are an intelligent organisation, using good quality information to commission better outcomes	
Delivered through	Business Improvement Priorities
Information and knowledge management	<ul style="list-style-type: none"> • Improve our systems and processes to enable us to use our information effectively and efficiently • Use our information to shape service provision, provide constructive challenge and improve our decision making at all levels • Ensure we have the right intelligence to inform our strategic planning • Develop arrangements to protect and share information in line with legislative and regulatory requirements
Customer involvement, choice and satisfaction	<ul style="list-style-type: none"> • Improve our understanding of our customers • Increase the provision of choice • Improve our services based on customer feedback • Manage customer expectation and deliver on our promises
Business Outcome 2 - We are a values led organisation and our staff are motivated and empowered	
Delivered through	Business Improvement Priorities
Looking after Leeds	<ul style="list-style-type: none"> • Reduce the carbon emissions arising from our buildings, vehicles and operations • Increase the proportion of socially responsible goods and services that we procure • Promote our narrowing the gap agenda through our Corporate Social Responsibility programme
Putting Customers First	<ul style="list-style-type: none"> • Develop joined up and person centred services designed around the needs of our customers • Enhance the links between front and back office services to deliver excellent end-to-end services
Treating People Fairly	<ul style="list-style-type: none"> • Ensure colleagues reflect the diversity of our communities • Ensure fair access to all our services
Valuing colleagues	<ul style="list-style-type: none"> • Empower, support and develop our staff • Improve understanding and transparency of our decision-making and accountability processes • Ensure we have the right staff, in the right place with the right skills at the right time
Leadership	<ul style="list-style-type: none"> • Improve leadership at all levels including officers and elected members • Strengthen communication at all levels • Enhance our leadership of the city

Business Outcome 3 - Our resources are clearly prioritised to provide excellent services and value for money.	
Delivered through	Business Improvement Priorities
Resource Prioritisation	<ul style="list-style-type: none"> • Increase the proportion of resources used to support our priorities by redirecting resources away from our non-priorities • Embed sustainability in our resource management processes
Efficiency/Value for Money	<ul style="list-style-type: none"> • Improve the efficiency of our services • Embed value for money at all levels
Service Improvement	<ul style="list-style-type: none"> • Enhance service improvement capacity to deliver excellent and sustainable services
Partnerships	<ul style="list-style-type: none"> • Develop sustainable and effective partnership governance framework
Income generation	<ul style="list-style-type: none"> • Maximise our income
Commissioning	<ul style="list-style-type: none"> • Improve service provision through an effective commissioning process
Support services	<ul style="list-style-type: none"> • Improve quality and efficiency of support services
Business Outcome 4 - Our citizens, businesses and communities are empowered and involved in decision making	
Delivered through	Business Improvement Priorities
Democratic engagement	<ul style="list-style-type: none"> • Strengthen our democratic processes to improve governance and policy making • Increase member involvement in policy development decision making and accountability
Stakeholder Engagement	<ul style="list-style-type: none"> • Increase involvement, engagement and participation of all communities • Build trust with local communities to encourage greater engagement

7.0 Next Steps

- 7.1 **Leeds Strategic Plan** – the next step is to align the national indicator set and develop relevant local indicators to ensure robust measures are in place for all our agreed strategic outcomes and improvement priorities. A series of negotiations, commencing in January 2008, will be undertaken with partners and with the Government Office of Yorkshire and Humber to agree the Local Area Agreement requirements outlined in 4.2.
- 7.2 **Council Business Plan** - the next step is for the draft business outcomes and improvement priorities to be revised based on Scrutiny feedback. At the same time work will also continue to develop performance indicators and targets to monitor our progress in delivering this plan. The new national indicator set contains very few relevant measures so these will need to be locally determined. The annual budget 2008/9 and five year financial plan is also presented to Scrutiny will then continue on for formal approval by Council in February in order to meet statutory deadlines. The five year financial plan will then be incorporated into the Council Business Plan for formal publication.
- 7.3 A format for both the Leeds Strategic Plan and Business Plan is being developed that will clearly link both these key strategy documents. An appropriate accountability framework will be outlined in both documents highlighting responsibilities of senior council officers, partners and Elected Members.

8.0 Implications for Council Policy and Governance

8.1 The Leeds Strategic Plan and Council Business Plan form part of the Council's Policy and Budget Framework as set out in the Constitution. This requires Scrutiny to have the opportunity to provide input on the initial proposals in order to shape the development of these key plans prior to endorsement to by Executive Board and approval by Full Council. It is proposed that this is undertaken in a staged approach as outlined below:

Task	Date
OSC and Scrutiny Boards commented on draft Strategic Outcomes and Improvement Priorities of the Leeds Strategic Plan	October 2007
OSC and Scrutiny Boards receive feedback on the revised Strategic Outcomes and Improvement Priorities of the Leeds Strategic Plan and comment on the draft Business Plan Outcomes and Improvement Priorities. OSC considers the overview of 5 year Financial Plan	January 2008
Executive Board considers annual budget 2008/9 and 5 year Financial Plan	8 th February 2008
Full Council considers annual budget 2008/9 and 5 year Financial Plan	20 th February 2008
Executive Board considers full draft Leeds Strategic Plan and Council Business Plan 2008-11	12 th March 2008
Full Council considers full draft Leeds Strategic Plan and Council Business Plan 2008-11	9 th April 2008

8.2 The targets linked to the LAA requirements of the Leeds Strategic Plan will continue to be negotiated with Government beyond the formal approval date identified above. It is proposed that authority is delegated to the Chief Executive to agree the final formulation of these targets and that the final agreed targets be reported retrospectively to members.

9.0 Legal And Resource Implications

9.1 A key element of the Council Business Plan is the five year financial plan which underpins the delivery of the Strategic and Business Plans. In order comply with the legislative requirements for the annual budget it is proposed that an overview of the financial elements of the Business Plan will be approved alongside the budget for 2008-9 at Full Council on 11th March 2008 as outlined in the timetable in 9.0 above.

9.2 The resources to support the delivery of the Leeds Strategic Plan and Council Business Plan are addressed in the associated report 'Developing the Financial Plan 2008-13'.

10.0 Recommendations

10.1 The Board is recommended to comment on the:

- i. Strategic outcomes and improvement priorities for the Leeds Strategic Plan;
- ii. Draft business outcomes and improvement priorities;

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Report of the Head of Scrutiny Support and Member Development

Scrutiny Board (Culture and Leisure)

Date: 14 January 2008

Subject: Work Programme

Electoral Wards Affected: All

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1.0 Introduction

- 1.1 Appendix 1 provides Members with a copy of the Board's current Work Programme. Attached at Appendix 2 is schedule of key decisions relevant to the Board's remit, extracted from the Forward Plan of Key Decisions for 1 January 2008 to 30 April 2008.
- 1.2 This is an opportunity for the Board to review and, where appropriate, amend it's work programme to reflect any emerging issues.

2.0 Recommendation

- 2.1 The Board is requested to:
 - (i) Consider the details presented in Appendix 1 and Appendix 2, and determine any necessary amendments to the Work Programme.
 - (ii) Receive and make any changes to the attached Work Programme following any discussions and/or decisions arising from the meeting.

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APPENDIX 1

SCRUTINY BOARD (CULTURE AND LEISURE) WORK PROGRAMME (DEC. 2007)

Item	Description	Notes	Type of item
Meeting date – January 2008			
Wharfemeadows Inquiry	To consider the Board's final draft alongside comments from the relevant Directors.		
Major projects update	To receive a report updating the Board on current/ proposed major projects, in particular: <ul style="list-style-type: none"> • Town Hall • Swimming Pool • Museum • Art Gallery 		B
Leeds Strategic Plan	To consider agreed priorities within the draft Strategic Plan, which take account of the feedback following initial consultation, prior to Executive Board's consideration toward the end of February 08.		DP

Key:			
CCFA / RFS	Community call for action / request for scrutiny	PM	Performance management
MSR	Monitoring scrutiny recommendations	B	Briefings (Including potential areas for scrutiny)
RP	Review of existing policy	SC	Statutory consultation
DP	Development of new policy	CI	Call in

SCRUTINY BOARD (CULTURE AND LEISURE) WORK PROGRAMME (DEC. 2007)

Item	Description	Notes	Type of item
Meeting date – February 2008			
Performance Management Information	To receive 3 rd quarter performance information relating to culture and leisure.		PM
Grand Theatre and the City Varieties Music Hall	To receive a report updating the Board on current progress of the current/ proposed refurbishment works and to outline current governance arrangements.		B
Leeds Strategic Plan – draft indicators and targets	To consider the draft indicators and targets associated with the Strategic Plan, prior to Executive Board’s consideration of the final draft toward the end of February 08.		DP
Outdoor Bowls Provision	To consider an update on the provision of outdoor bowls in Leeds.	Request follows the provision of a Chair’s briefing note.	B
Meeting date – March 2008			
Agenda items to be confirmed			

Key:			
CCFA / RFS	Community call for action / request for scrutiny	PM	Performance management
MSR	Monitoring scrutiny recommendations	B	Briefings (Including potential areas for scrutiny)
RP	Review of existing policy	SC	Statutory consultation
DP	Development of new policy	CI	Call in

SCRUTINY BOARD (CULTURE AND LEISURE) WORK PROGRAMME (DEC. 2007)

Meeting date – April 2008			
Sports Trust Update	To receive a report updating the Board on progress and outlining the proposed draft agreement.	Need to confirm the timing of this item. Suggested that this may be available earlier (10/12/07)	B/ DP
Board's Annual Report	To agree the Board's contribution to the Scrutiny Annual Report		

Unscheduled Items			
Middleton Park Equestrian Centre	To receive a report on any proposed agreement between LCC and the Trustees.	The Board to maintain a watching brief on progress.	MSR/ PM
Recommendation Tracking		Details to be confirmed	
Roundhay Mansion	Progress / update report.	A further update to be provided before the end of the municipal year, as identified on 10/12/07. A site visit for Members of the Board took place on 3 January 2008.	B
Parks and Green Space Strategy	To receive and consider the draft strategy.	Identified on 10/12/07. Need to confirm the timescales for the development of the strategy.	DP

Key:			
CCFA / RFS	Community call for action / request for scrutiny	PM	Performance management
MSR	Monitoring scrutiny recommendations	B	Briefings (Including potential areas for scrutiny)
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SCRUTINY BOARD (CULTURE AND LEISURE) WORK PROGRAMME (DEC. 2007)

Working Groups			
Working group	Membership	Progress update	Dates of meetings
Wharfemeadows Inquiry	All Board Members	<p>The working group has met three times and undertaken a site visit.</p> <p>A summary of these meetings has been received by the board.</p> <p>The Board has received and considered evidence from a range of witnesses, including WAG, a number of Council Departments and a representative from the Royal Society for the Prevention of Accidents (RoSPA).</p> <p>The Board also considered a written statement from Otley Town Council.</p> <p>Arrangements are in place for the Chair to have a face-to-face discussion with the Chair of Otley Town Council to discuss any specific issues in more detail.</p> <p>Consideration of the initial draft report took place on 19/12/07.</p>	<p>15th August</p> <p>22nd August</p> <p>29th August</p> <p>1st October</p> <p>5th November</p> <p>19th December</p>

Key:			
CCFA / RFS	Community call for action / request for scrutiny	PM	Performance management
MSR	Monitoring scrutiny recommendations	B	Briefings (Including potential areas for scrutiny)
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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 January 2008 to 30 April 2008

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)
Review of HR Structures To agree revised HR structure	Director of Resources	21/1/08	Extensive consultation with the Trade Unions and internal stakeholders	Report to the Director of Resources	Director of Resources
Leeds Children's Homes Request to enter into an interim contract with Catholic Care in respect of the Children's Homes at Lanshaw Crescent, Harrison Crescent and Moor Road, Leeds	Director of Children's Services	21/1/08		Panel report	Director of Children's Services
Provision of Community Living Project for Children and Young People based at Claremont Lodge by NCH - Action for Children Delegated decision required to extend the existing contract with NCH whilst a service review and procurement exercise are undertaken	Director of Children's Services	21/1/08		None.	Director of Children's Services

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)
Care of Looked After Children - Independent Fostering Agencies Request to enter into a tendering exercise and framework contract with Independent Fostering Agencies	Director of Children's Services	21/1/08	Full tender exercise involving young people who are looked after	Full Tender Exercise and Panel Report	Director of Children's Services
Care of Looked After Children - Pathway Planning Review Request to enter into a full tendering exercise and framework with a range of housing and support providers for looked after children over the age of 16	Director of Children's Services	21/1/08	Full tender exercise involving young people who are looked after	Full tender exercise and Panel Report	Director of Children's 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)	23/1/08		The report will be sent to the decision maker with the agenda for the meeting	Chief Executive of Education Leads
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)	23/1/08	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

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)
Chapelton Road Integrated Transport Scheme Authority to implement an extension of the bus lane, safety, cycling and traffic management measures on Chapelton Road and Sheepscar Interchange.	Executive Board (Portfolio: Development and Regeneration)	23/1/08	Ward Members, WYPTE, Emergency Services and Frontagers have been consulted.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Fountain Primary School Approval to carry out capital works and to incur expenditure in respect of the scheme to provide additional accommodation and to carry out internal alterations at Fountain Primary School.	Executive Board (Portfolio: Children's Services)	23/1/08		The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Social Care Mental Health Services Request to waive Contract Procedure Rules and continue the Voluntary Sector Mental Health Services for 1 year from 1 st April 2008 to 31 st March 2009 with the option to extend for a further 6 months if required	Director of Adult Social Services	24/1/08		Report of the Chief Officer Commissioning - Adult Social Care	Director of Adult Social Services

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>Social Care - Older People's Neighbourhood Networks Request to waive Contracts Procedure Rules and extend the Adult Social Care Older People's Neighbourhood Network Contracts for 1 year from 1st April 2008 to 31st March 2009 with the option to extend for a further 6 months if required.</p>	<p>Director of Adult Social Services</p>	<p>24/1/08</p>		<p>Report of the Chief Officer Commissioning - Adult Social Care</p>	<p>Director of Adult Social Services</p>
<p>Request to invoke 6 month extension to the Supporting People contact with Leeds Partnership Foundation Authorisation to invoke 6 month extension period to the Supporting People contract with Leeds Partnership Foundation Trust for the Specialised Supported Living Service 1 (multiple disability) and Specialised Supporting Living Service 2 (complex behaviour).</p>	<p>Director of Environment and Neighbourhoods</p>	<p>25/1/08</p>	<p>N/A</p>	<p>Report to Director of Environment and Neighbourhoods</p>	<p>Director of Environment and Neighbourhoods</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>Request to enter into a Supporting People Service Level Agreement with Leeds Adult Social Care for the Leeds Older People's Neighbourhood Network pilot service.</p> <p>Authorisation to enter into a 2 year Service Level Agreement with Leeds Adult Social Care for the Leeds Older People's Neighbourhood Network pilot service, without subjecting the service to competition.</p>	<p>Director of Environment and Neighbourhoods</p>	<p>25/1/08</p>	<p>N/A</p>	<p>Report to the Director of Environment and Neighbourhoods</p>	<p>Director of Environment and Neighbourhoods</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>

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>Town and District Centres Parking Strategy and Priorities</p> <p>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>8/2/08</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>Otley - Heavy Goods Vehicle Traffic</p> <p>To seek approval for proposals for HGV Management in the Otley area.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>8/2/08</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>Leeds West End Partnership - Memorandum of Understanding</p> <p>To agree to the principle of establishing a Memorandum of Understanding and to agree with its contents</p>	<p>Executive Board (Portfolio: City Development)</p>	<p>8/2/08</p>	<p>Legal Services West End Partnership Board Stakeholders</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development</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)
Roundhay Road Proposed HOV Scheme Authority to implement the HOV lane and extension of the bus lane	Executive Board (Portfolio: Development and Regeneration)	8/2/08	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
Abbey Mills and St Ann's Mills, Kirkstall, Leeds To consider the offers for St Anns' Mills.	Executive Board (Portfolio: Development and Regeneration)	8/2/08	Ward Members	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Private Streets Programme Approval to the continuation of a Programme to Adopt Private Streets.	Executive Board (Portfolio: Development and Regeneration)	8/2/08	Consultation with residents and Ward Members on specific streets.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Pudsey Bus Station Redevelopment Approval to construct the highway works associated with the redevelopment of Pudsey Bus Station	Executive Board (Portfolio: Development and Regeneration)	8/2/08	As this is a joint LCC/Metro scheme, joint consultation is ongoing	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)
Albion Place Public Realm Improvements - Capital Scheme 14147 Approve scheme design and cost	Executive Board (Portfolio: Development and Regeneration)	8/2/08	Retailers; Stakeholders; Ward Members; Lead Member; Council officers through City Centre Public Realm Project Board	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
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
Highway Maintenance To approve the Local Transport Plan: Highway Maintenance Programme 2008/2009.	Director of City Development	3/3/08		Report to Director of City Services	Director of City Development
A65 Quality Bus Initiative Approval to Award Contract and to Implement the Works. Phase 1 Professional Services for Design. Phase 2 Construction of the Works.	Executive Board (Portfolio: Development and Regeneration)	12/3/08	Consultation is ongoing with Ward Members and local communities.	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)
Leeds Sports Trust Approval to proceed with the Leeds Sports Trust project and the transfer of the current Sport and Active Recreation Service.	Executive Board (Portfolio: Leisure)	16/4/08	Considerable consultation already undertaken and ongoing with key stakeholder groups including - Service staff; Service users; the Unions; the general public; various LCC Members/ officers.	The report to be issued to the decision maker with the agenda for the meeting	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

<u>Executive Board Portfolios</u>	<u>Executive Member</u>
Central and Corporate	Councillor Richard Brett
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 Stewart Golton
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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