



SCRUTINY BOARD (CITY DEVELOPMENT)

Meeting to be held in Civic Hall, Leeds on
Tuesday, 9th September, 2008 at 10.00 am

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

MEMBERSHIP

Councillors

R Pryke (Chair)	-	Burmantofts and Richmond Hill
C Beverley	-	Morley South
B Gettings	-	Morley North
R Harington	-	Gipton and Harehills
A Hussain	-	Gipton and Harehills
J Jarosz	-	Pudsey
M Lobley	-	Roundhay
R Procter	-	Harewood
N Taggart	-	Bramley and Stanningley
G Wilkinson	-	Wetherby
A Barker	-	Horsforth
J Matthews	-	Headingley
A Ogilvie	-	Beeston and Holbeck

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

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
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 Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items or information have been identified on this agenda.</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
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 circumstance shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF INTERESTS</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>APOLOGIES FOR ABSENCE</p>	
6			<p>MINUTES OF LAST MEETING</p> <p>To receive and approve the minutes of the last meeting held on 15th July 2008.</p>	1 - 6
7			<p>REQUEST FOR SCRUTINY REGARDING DELAYS IN ADDING PATHS TO THE COUNCIL'S DEFINITIVE MAP AS RIGHTS OF WAY</p> <p>To consider the attached report of the Head of Scrutiny and Member Development attaching the response of the City Development department to the issues raised by Shadwell Parish Council at the previous meeting of the Board, in order to determine whether Members wish to undertake further scrutiny of this matter.</p>	7 - 18
8			<p>INQUIRY ON RESIDENTS PARKING SCHEMES - SESSION 1</p> <p>To consider the attached report of the Head of Scrutiny and Member Development attaching reports from the Directors of Environment and Neighbourhoods and City Development for the first session of the Board's inquiry on Residents Parking Schemes.</p>	19 - 48

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>AN AGENDA FOR IMPROVED ECONOMIC PERFORMANCE: REVIEW OF THE LEEDS ECONOMIC DEVELOPMENT STRATEGY 1999</p> <p>To consider a report of the Director of City Development seeking input from Members of the Board on the development of the city's 'Agenda for Improved Economic Performance'.</p>	49 - 80
10			<p>PARKS AND GREENSPACE STRATEGY</p> <p>To consider a report of the Director of City Development providing Members with an update on the development of the draft Parks and Green Space Strategy ahead of Executive Board approval to be sought in the autumn.</p>	81 - 92
11			<p>RECOMMENDATION TRACKING</p> <p>To consider the attached report of the Head of Scrutiny and Member Development to assist the Board in monitoring progress on recommendations.</p>	93 - 96
12			<p>MAJOR ARTS ORGANISATIONS FUNDED BY ARTS@LEEDS 08/09</p> <p>To consider the attached report of the Director of City Development providing information for Members of the Board on the process for City Council grant aid to major arts organisations.</p>	97 - 100
13			<p>CURRENT WORK PROGRAMME</p> <p>To consider the attached report of the Head of Scrutiny and Member Development regarding the Board's work programme, together with a copy of the Forward Plan of Key Decisions pertaining to this Board's Terms of Reference for the period 1st September 2008 to 31st December 2008 and the Executive Board Minutes of 16th July 2008.</p>	101 - 130

Item No	Ward/Equal Opportunities	Item Not Open		Page No
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting of the Board will be held on 14th October 2008 at 10.00am with a pre-meeting for Board Members at 9.30am.</p>	

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Agenda Item 6

SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 15TH JULY, 2008

PRESENT: Councillor R Pryke in the Chair

Councillors A Barker, C Beverley,
A Hussain, J Jarosz, M Lobley, J Matthews,
A Ogilvie, R Procter, N Taggart and
G Wilkinson

21 Declaration of Interests

No Member declarations of interest were made.

22 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Harington and Gettings.

23 Minutes of Last Meetings

RESOLVED – That the minutes of the meeting held on 10th June 2008 and of the Call-In meetings held on 10th June 2008 and 1st July 2008 be confirmed as a correct record.

24 Input to the Work Programme 2008/09 - Sources of Work and Establishing the Board's Priorities

The Head of Scrutiny and Member Development submitted a report providing Members with information and guidance to assist the Board in developing its work programme for 2008/09 in the particular areas of **culture and leisure**.

The Chair welcomed to the meeting Councillor John Procter, Executive Board Member with portfolio responsibility for Leisure, Jean Dent, Director City Development, Martin Farrington, Acting Chief Recreation Officer and Catherine Blanshard, Chief Libraries, Arts and Heritage Officer, to speak on current issues in culture and leisure and to respond to questions from the Board. Paul Maney, Head of Performance Management was also in attendance.

The Executive Board Member with portfolio responsibility for leisure and the Director summarised the key activities, priorities and challenges facing the department for the year ahead. Particular reference was made to the continued pressures on the budget in culture and leisure, reduced funding streams, rising heating costs, the economic down turn and the proposals not to proceed with the Sports Trust.

Members commented on and sought further clarification on particular issues for possible inclusion in the Board's future work programme. These included:

- **Cross border activity** – the extent to which Leeds City Council was providing services to non-residents and that Leeds as a focal point for visitors helped to generate income.
- **Tennis** provision in Leeds, particularly for the young – the need to publicise the recent decision to abolish charges and a view that more needed to be done to promote tennis. It was reported that a similar argument could be put for all other sporting activities whose popularity changed on a regular basis.
- **Swimming** provision and the funding implications and impact of the Government's proposal to provide free swimming to 2012.
- **On-line booking** of services - It was reported that, whilst a number of services could be booked on-line e.g. 90% of Grand Theatre bookings for some shows done on-line, the complexity of the service and charging arrangements was hindering progress and consideration was being given to finding ways to simplify these.
- The over subscription and competition for places at **swimming classes in Wetherby**.
- Improving the **visitor experience** at sports centres.
- **Arts Grants** provision: an outstanding issue from the previous Scrutiny Board (Culture and Leisure) – Members requested information on the allocation and administration of this grant.
- **The Sports Trust** – Members requested more information on the proposals not to proceed with the Trust and the likely effects. Members were advised that a report would be presented to the Executive Board later in the week recommending that the Council did not proceed with the Sports Trust at this moment in time.
- **Sports Centres** – Members were advised of the challenges faced by the Council to improve facilities at sports centres, in particular to encourage more customers and to make them more **fuel efficient**. It was pointed out that a quarter of all customers attending Leeds City Council sports centres either don't pay or pay a reduced rate.
- The **Carriage Works Theatre** – seating, sight lines and the heating. It was stated that this development had been extremely successful and popular and that income generation had exceeded expectations, but there was recognition of the issues referred to, particularly the amount of legroom and comfort of the seating.
- **Pudsey Leisure Centre** – A Member expressed concern at the level of cleaning at this Leisure Centre and the appropriate officer agreed to investigate.
- **Parks and Greenspace Strategy** – Members requested an update on this strategy.
- **Parish Councils** and their relationship with the Planning Unit.

The Chair thanked Officers for attending. The Board agreed to consider Agenda Item 7(b) 'Determine Work Programme 2008/09' at the end of the meeting under Agenda Item 10 'Current Work Programme' (Minute No. 27 refers).

RESOLVED –

- (a) That the report and appendices be noted.
- (b) That information on the Arts Grant be circulated to Members of the Board.
- (c) That information on the Sports Trust submitted to the Executive Board on 16th July 2008 be circulated to Members of this Board.
- (d) That a report on the Parks and Greenspace Strategy be submitted to the Board at a future meeting.

25 Request for Scrutiny regarding Delays in Adding Paths to the Council's Definitive Map as Rights of Way

The Head of Scrutiny and Member Development submitted a report providing Members with information on a request for scrutiny which had been made by Shadwell Parish Council concerning **alleged delays in getting paths added to the Council's definitive map as rights of way.**

The Chair welcomed Parish Councillor Robert Dyson to the meeting to explain in more detail the concerns of Shadwell Parish Council.

Martin Farrington, Chief Recreation Officer and Joanne Clough, Countryside and Access Manager were in attendance to respond to questions from the Board.

Councillor Dyson informed the Board that there were two issues: one relating to a footpath close to a property which the new owner of the property had closed, claiming it was on private land. The other issue related to an existing permissive footpath on some land belonging to Leeds City Council. In both instances the Parish Council had applied to Leeds City Council for these footpaths to be placed on the definitive map but were told that there would be between an 8 and 10 year delay in dealing with the applications. It was considered that this delay would be detrimental to any application succeeding and the Parish Council was therefore requesting that scrutiny look into the resources committed to this area.

The Chair reminded the meeting that the Scrutiny Board did not have executive powers to make any decision on this matter and could only make recommendations.

The Chief Recreation Officer informed the meeting that the intention was to submit a formal report on the issues to the September meeting of the Board. Members therefore agreed that any decision on holding a scrutiny inquiry should be deferred until the September meeting.

RESOLVED –

- (a) That the report and request for scrutiny by Shadwell Parish Council be noted.

- (b) That the decision on whether further scrutiny would be appropriate be deferred until the September meeting of the Board when a report from the City Development Department would be submitted.

(Note: Councillor Taggart arrived at 11.05am during the consideration of this item and Councillors Wilkinson and Ogilvie left the meeting at 11.15am at the conclusion of this item.)

26 Inquiry on Residents Parking Schemes - Draft Terms of Reference

The Head of Scrutiny and Member Development submitted a report attaching the draft terms of reference for an inquiry on residents parking schemes which the Board had agreed to carry out at its last meeting.

The Principal Scrutiny Adviser presented the report. In attendance to respond to queries and comments from the Board were Howard Claxton, Traffic Engineering Manager, City Development Department, and Graham Wilson, Head of Enforcement, Environment and Neighbourhoods Department.

The Chair informed the Board that he had asked the Principal Scrutiny Adviser to write to Members of the Council on residents parking schemes under Session 2 of the inquiry.

Members discussed the Terms of Reference. It was agreed that under Session 1, the report of the Director of City Development include reference to possible abuse of resident parking schemes.

With regard to queries on the **Blue Badge scheme**, as this did not form part of the inquiry into residents parking, it was agreed that the Principal Scrutiny Adviser would write to Social Services requesting information on the scheme and would forward this information separately to Members.

The Principal Scrutiny Adviser stated that the issue of parking charges was not relevant to this inquiry and was the responsibility of Scrutiny Board (Environment and Neighbourhoods).

RESOLVED –

- (a) That the Terms of Reference for the inquiry on residents parking schemes be agreed.
- (b) That information on the Blue Badge Scheme be provided to Members of the Board.

27 Current Work Programme

The Head of Scrutiny and Member Development submitted a report providing Members with a copy of the Board's current Work Programme. The Forward Plan of Key Decisions for the period 1st July to 31st October 2008 and the Executive Board minutes of 11th June 2008 were also attached to the report.

At this point in the meeting the Board, as previously decided (see Minute No. 24), agreed to consider Agenda Item 7(b) 'Determine Work Programme 2008/09'.

RESOLVED –

- (a) That the current Board's Work Programme be received and noted.
- (b) That an update report on the **Parks and Greenspace Strategy** be considered at the Board's September 2008 meeting.
- (c) That **visits** to various venues be included as part of the Board's Work Programme.
- (d) That a report from the City Development Department on alleged delays in getting paths added to the Council's definitive map as **rights of way** be considered at the September 2008 meeting of the Board.

At this point in the meeting, the Principal Scrutiny Adviser read a **Press Release** provided on behalf of the Board regarding the introduction of residents parking schemes. The Board agreed to release the Press statement.

28 Date and Time of Next Meeting

Noted that the next meeting of the Board would be held on Tuesday 9th September 2008 at 10.00am with a pre-meeting for Board Members at 9.30am.

The meeting concluded at 11.30am.

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Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 9th September 2008

Subject: Request for Scrutiny Regarding Delays in Adding Paths to the Council's Definitive Map as Rights of Way

Electoral Wards Affected: All

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 The Board on the 15th July 2008 considered a request for Scrutiny by Shadwell Parish Council concerning alleged delays in getting paths added to the Council's definitive map as rights of way.
- 1.2 Members deferred the decision on whether further scrutiny would be appropriate in order for the City Development department to respond to the issues raised by Shadwell Parish Council. An extract of the Board's minute on this matter is attached for ease of reference.
- 1.3 Parish Councillor Robert Dyson who attended the last Board meeting and the Clerk to the Parish Council have been invited to attend today's meeting.

2.0 City Development Department

- 2.1 A report of the Director of City Development is attached for Members consideration in response to the issues raised.

3.0 Options for Investigations and Inquiries

- 3.1 When considering the request for Scrutiny, the Scrutiny Board (City Development) shall determine:
 - what further information the Board needs before considering whether an inquiry

- should be undertaken
- how the proposed inquiry meets criteria approved from time to time by the Scrutiny Advisory Group
- whether the Inquiry can be adequately resourced
- whether an Inquiry should be undertaken

4.0 Recommendations

4.1 The Scrutiny Board is asked to:

- (i) Consider the request for Scrutiny from Shadwell Parish Council.
- (ii) Consider the report of the Director of City Development in response to the issues raised.
- (iii) Determine whether the Board wishes to undertake further scrutiny of this matter on the evidence presented.

25 Request for Scrutiny regarding Delays in Adding Paths to the Council's Definitive Map as Rights of Way

The Head of Scrutiny and Member Development submitted a report providing Members with information on a request for scrutiny which had been made by Shadwell Parish Council concerning alleged delays in getting paths added to the Council's definitive map as rights of way.

The Chair welcomed Parish Councillor Robert Dyson to the meeting to explain in more detail the concerns of Shadwell Parish Council.

Martin Farrington, Chief Recreation Officer and Joanne Clough, Countryside and Access Manager were in attendance to respond to questions from the Board.

Councillor Dyson informed the Board that there were two issues: one relating to a footpath close to a property which the new owner of the property had closed, claiming it was on private land. The other issue related to an existing permissive footpath on some land belonging to Leeds City Council. In both instances the Parish Council had applied to Leeds City Council for these footpaths to be placed on the definitive map but were told that there would be between an 8 and 10 year delay in dealing with the applications. It was considered that this delay would be detrimental to any application succeeding and the Parish Council was therefore requesting that scrutiny look into the resources committed to this area.

The Chair reminded the meeting that the Scrutiny Board did not have executive powers to make any decision on this matter and could only make recommendations.

The Chief Recreation Officer informed the meeting that the intention was to submit a formal report on the issues to the September meeting of the Board. Members therefore agreed that any decision on holding a scrutiny inquiry should be deferred until the September meeting.

RESOLVED –

- (a) That the report and request for scrutiny by Shadwell Parish Council be noted.
- (b) That the decision on whether further scrutiny would be appropriate be deferred until the September meeting of the Board when a report from the City Development Department would be submitted.

(Note: Councillor Taggart arrived at 11.05am during the consideration of this item and Councillors Wilkinson and Ogilvie left the meeting at 11.15am at the conclusion of this item.)

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Report of the Chief Recreation Officer

Scrutiny Board (City Development)

Date: 9th September 2008

Subject: Adding paths to the Council's Definitive Map as Public Rights of Way

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Executive Summary- In 2003 Shadwell Parish Council applied for a Definitive Map Modification Order application (DMMO) to add a new footpath to the Definitive Map and Statement, (a legal record that indicates a paths status). As the City Council had not determined this application within 12months of receipt, the applicant has the right to apply to the Secretary of State seeking a direction, requiring the authority to determine the application by a given date.

The Parish Council applied for such a direction in July 2005 and as the Secretary of State was satisfied that the City Council dealt with these applications in line with its published statement of priorities, did not give a direction to the City Council but did expect the City Council to determine the application by 2011. It is not possible to bring forward this application as this would not be fair on the other applicants who have had to wait and follow the same process. We remain on target and will determine this application by 2011.

Although the City Council has a target of determining 6 DMMO applications per year nearly all Orders made receive objections, resulting in Public Inquiries creating in further time delays. Each application takes between 12 and 18 months to complete and costs between £4k and £45k dependant on the length of Inquiry and the amount of ground maintenance works required.

Processing DMMO applications is just one area of work involved to manage the Definitive Map and Statement. In comparison to other West Yorkshire Authorities, Leeds is similar to the other Authorities in terms of staff resources and progress made on the legal record. A dedicated Officer dealing with these applications may help, but due to the complexities involved would not really speed up the process. In the last two years additional resources have been used to take on a Rights of Way Consultant to help deal with these applications so that the Principal Definitive Map Officer could focus on Public Inquiries and working on checking the data to produce an electronic version of the Definitive Map and Statement.

1.0 Purpose of the Report

This report has been prepared in response to a request from Scrutiny Board for information relating to the delays in administering Definitive Map Modification Order applications, (DMMO's).

2.0 Background

2.1 The City Council as Highway Authority has a duty to maintain the Definitive Map and Statement, (a legal record that indicates the status of a public right of way).

2.2 This duty can be broken down into four main areas of work as follows:

1. Processing Definitive Map Modification Order, (DMMO) applications
2. Review and Consolidate the Definitive Map and Statement
3. Map the Excluded area (a previously un-surveyed area of Leeds)
4. Processing Path Orders

2.3 The Wildlife & Countryside Act 1981 enables anyone to apply for a Definitive Map Modification Order, (DMMO) to record ways that are not shown on the Definitive Map on the basis of historic or user evidence. Other particulars in the map and statement can be modified including the position and width of a right of way or any limitations (such as stiles and gates) affecting the public's right of way. The Act provides for objections and appeals relating to Modification Order applications to be referred to Inspectors appointed by the Secretary of State for determination.

2.4 If a DMMO application is not determined within 12 months of receipt, the applicant may apply to the Secretary of State seeking a direction requiring the authority to determine the application by a given date. Government advice recommends that Highway Authorities publish a statement of priorities setting out how they deal with such applications and path orders affecting the public rights of way network. The City Council has published a statement of priorities which states that we deal with these DMMO applications in order of receipt and is attached to this report at Appendix A.

2.5 We have 50 DMMO applications, the earliest of which dates back to 1992. Although an application may be made on the basis of user evidence only, we are obliged to undertake historical research and investigate all other relevant evidence available to the City Council before determining an application. This also entails taking witness statements from those for and against the application.

2.6 The decision to make an Order is based on the balance of probabilities and issues such as desirability and suitability are not material factors in investigating these cases, as a result, nearly all Orders made receive objections.

2.7 Unless these objections are withdrawn, the City Council is unable to confirm the Order as made and has to refer the matter to the Secretary of State, who in turn will appoint an Independent Inspector and call a local public inquiry. This adds further time delays as Officer's have to prepare a proof of evidence and defend the Council's Order and prepare witnesses for the case at Public Inquiry.

2.8 Due to the specialist nature and the complexities involved investigating these matters, it takes a significant amount of Officer time to process each application and the City Council has a target of processing 6 DMMO applications per year. Most

years we can meet this target, but it is dependant upon the amount of Public Inquiries. In West Yorkshire, only Leeds and Kirklees Council's work towards a target of determining 6 DMMO applications per year. The remaining Authorities have not set any targets.

- 2.9 Each DMMO application can take between 12 to 18 months to complete and on average costs between £4k to £45k per application. These costs are dependant upon the length of time a Public Inquiry takes and the associated legal and advertising costs and whether ground maintenance works are required or whether further path orders are required.

3.0 Main Points

- 3.1 In 2003 Shadwell Parish Council applied for a Definitive Map Modification Order (DMMO) application to add a public footpath to the Definitive Map and Statement. This application was number 37 on the list of applications. By July 2005 there were 47 applications and Shadwell Parish Council were concerned that their application had only move up three places in two years. Concerned at the length of time this was taking, they applied to the Secretary of State to seek a direction requiring the City Council to determine the application by a given date.
- 3.2 Although there were 34 applications preceeding the Parish Council application, Officers had began work on 23 of these applications. The Secretary of State was satisfied that the City Council was dealing with these applications in accordance with its published statement of priorities and in the circumstances did not issue a direction to determine the application. However, in 2005 there was an expectation that the City Council will determine this application within the next six to seven years and we remain on target to determine this application by 2011.
- 3.3 Between 2002 and 2007, the City Council determined 18 applications and 6 Review matters. Although the Council achieved its target of 6 determinations in some years, it has not been possible to meet this every year. This was due to 16 of the determined matters being subject to unresolved objections or appeals, which required referral to the Secretary of State and were subsequently heard at Local Public Inquiry.
- 3.4 As at March 2008 following 13 Local Public Inquiries, 11 orders have been confirmed, 2 have not; and three appeals remain outstanding. Today Shadwell Parish application is number 27 out of 50 on the list of applications.

4.0 Current Position and Staff Resources

- 4.1 Processing DMMO applications is just one area of work associated with managing the Legal Record. Although there is not a dedicated Definitive Map Officer dealing with these applications, the City Development Dept have dedicated 3 full time staff dealing with all matters relating to the Definitive Map and Statement. The Principal Definitive Map Officer has recently left the employment of the City Council and we are currently going through the recruitment process but to maintain continuity to process these DMMO applications, a rights of way consultant has been taken on to maintain the level of service.
- 4.2 Much work has been spent on getting the Definitive Map and Statement web based and it is hoped that this will be available on line within this financial year.

- 4.3 In addition to this, a complete survey has been undertaken in preparation to produce a map for the Excluded Area, (a previously un surveyed area of Leeds) and this will be published as soon as the Definitive Map is on line. An estimated 322km of claimed path will need to be added to the Excluded Area using the same legislative procedure as the DMMO process. This will be quite a lengthy process however Officers are looking at ways to try and stream line this process by adding those paths onto the map that have already been subject to a diversion order. In the meantime where paths have been identified within the Excluded Area these are afforded some protection on a case by case basis.
- 4.4 Officers are currently working on over 80 path order cases to deal with various diversions and creations to enable development to occur as well as processing legal land charge searches. There are also over 400 Definitive Map review matters or mapping anomalies to be dealt with on file.
- 4.5 In comparison to other Authorities within West Yorkshire, Leeds is not really that different. No Authority has a dedicated Officer who just deals with these DMMO applications. Such an Officer would not significantly speed up the process and there would be other associated costs to consider that would create significant budget pressures. There is also a danger that the DMMO application process would take resources away from other areas of Definitive Map work that have a wider public interest.
- 4.6 Kirklees and Wakefield Council's are the only other Authorities who have 3 full time staff working on the Definitive Map and Statement and at the most are able to determine 6 DMMO applications per year. The West Yorkshire Authorities have between 40 and 60 DMMO applications on file.
- 4.7 It is acknowledged there are time delays in processing these DMMO applications however, once they have been resolved and should the Order be confirmed as made, this becomes a public right of way for future generations to come.
- 4.8 Over the last two financial years £75k has been added to the base budget for public rights of way and a significant amount of this has been allocated to managing the Definitive Map and Statement.
- 4.9 Should the City Council wish to allocate further resources into processing these DMMMO applications, then this should be taken into context within the broader financial implications and challenges that face the Parks and Countryside Service and across the City Council as a whole. The financial year 2008/9 will provide a serious challenge for the City Council and it's services. Parks & Countryside have been targeted with achieving £363K of efficiencies in the 2008/9 budget which includes additional surplus of £250K against income initiatives and £74K of staff savings.

5.0 Rights of Way Improvement Plan

- 5.1 We have just gone out to public consultation on the Rights of Way Improvement Plan (ROWIP). This forms a ten year management plan, setting out areas for consideration and improvement across the public rights of way network within the Leeds district.
- 5.2 Although it is an inspirational document highlighting improvements (which in part) are over and above the basic statutory requirements. This ROWIP provides an opportunity to bid for additional funding on an informed basis. This in turn will inform

the Council's future investment decisions concerning improvements to the public rights of way network in Leeds.

- 5.3 Importantly, the Countryside and Rights of Way Act 2000 has imposed a cut off date on the Definitive Map of 1 January 2026. Consequently, after this time, it will not be possible to add any additional public rights of way to the Definitive Map on the basis that they are recorded in historical documents. We, recognise that before 2026 we will have to carry out a full historical path survey of the whole district.
- 5.4 Central Government have recently acknowledged that it is unlikely that any Authority will meet this deadline and are likely to review this legislation. In the meantime Officer's are working on the Definitive Map Review as well as processing these DMMO applications.

6.0 Recommendation

- 6.1 Members are asked to note the contents of this report and continue to support Officer's to progress the list of applications in line with the Council's published Statement of Priorities.

Background Papers

1. Modification of the definitive map and statement, statement of priorities
2. Countryside and Rights of Way Act 2000
3. Rights of Way Improvement Plan (ROWIP)
4. The Wildlife & Countryside Act 1981

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LEEDS CITY COUNCIL

WILDLIFE & COUNTRYSIDE ACT 1981

MODIFICATION OF THE DEFINITIVE MAP & STATEMENT

STATEMENT OF PRIORITIES

Leeds City Council is the surveying authority for the purpose of the preparation and modification of the Definitive Map and Statement of public rights of way for the Metropolitan District of Leeds. The Council has considered the requirements of part 3 of the Wildlife & Countryside Act 1981 and, in accordance with the Department of Environment Circular 2/93, has adopted the following priorities for bringing and keeping the Definitive Map and Statement up to date.

PRIORITY & WORK CATEGORY

- (1) The preparation of modification orders made under the following provisions contained within the Wildlife & Countryside Act 1981:

section 53(3)(c) – discovery of evidence by the Council of discrepancies or omissions in relation to the Definitive Map and Statement.

or

section 53(5) – third party applications for modification orders

in circumstances where urgent action is considered to be necessary either in the public interest or in the interests of safeguarding the use of public rights of way.
- (2) The preparation of a Definitive Map and Statement for the built-up areas of Leeds not covered by the existing Definitive Map.
- (3) The review of the Definitive Map and Statement, area by area including investigation and determination of applications made under section 53(5) of the Wildlife & Countryside Act 1981. Applications made on the basis of historical evidence will take priority over others due to the cut off date imposed by the Countryside and Rights of Way Act 2000.
- (4) The investigation and determination of Definitive Map Modification Order Applications made under Schedule 14 of the Wildlife & Countryside Act 1981 in order of receipt, unless 1 or 3 above applies.
- (5) The preparation of a modification order to take account of all legal events, which have occurred since the relevant date of the Definitive Map and Statement.
- (6) The periodic preparation of a consolidated Definitive Map and Statement to take account of modification orders properly made to the Definitive Map and Statement from time to time under provisions contained within the Wildlife and Countryside Act 1981.

AREAS TO BE REVIEWED

Aberford; Aireborough; Arthington; Austhorpe; Bardsey; Barwick; Boston Spa; Bramham; Bramhope; Carlton; Clifford; Collingham; East Keswick; Garforth; Great and Little Preston; Harewood; Horsforth; Ledsham; Ledston; Surveyed area of Leeds County Borough; Lotherton; Micklefield; Morley; Otley; Parlington; Pool; Pudsey; Rothwell; Scarcroft; Swillington; Thorner; Thorp Arch; Walton; Wetherby; Wothersome.

The order in which the areas will be reviewed will be determined by Schedule 14 applications and anomalies within a parish area.

NOTE

If any person wishes to make any representation about any public right of way shown in, or omitted from, the Definitive Maps and Statement, this should be done on the prescribed form.

The City Council is mindful of the right of applicants for a modification order to apply to the Secretary of State for a direction if the Council does not give a decision within 12 months of receiving an application in the prescribed form. The City Council trusts, however, that applicants will appreciate the progress with the exercise as a whole will best be made if applicants have regard to this Statement of Priorities and to the stage reached with the review when deciding the time at which to submit applications.

Any claimed public right of way, which has not been subject to an application in the prescribed form will be investigated when the relevant area review is undertaken, unless (1) above applies.

Where review matters are disputed or raise complicated questions of fact, decisions may be delayed and local inquiries or hearings may be called by the Secretary of State. Consequently, it may be necessary to move onto the next review area before all the issues arising from a review have been settled.

The Statement of Priorities does not necessarily mean that work in any one category will be dealt with to the complete exclusion of any work in any other category. It will also be necessary to keep this Statement of Priorities under review and to amend it, if necessary, in light of experience.

Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 9th September 2008

Subject: Inquiry on Residents Parking Schemes – Session 1

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

1.1 The Board on 15th July 2008 approved the attached terms of reference for an inquiry on residents parking schemes.

2.0 Session 1

2.1 Session 1 of the Board's inquiry is to consider the current arrangements for residents parking in Leeds. In particular the Board has asked for information at today's meeting on the

- application process and rationale for a new resident parking zone
- current length of time from application to completion
- identification of any particular 'hot spots' in the city and the reasons why parking is so difficult in these areas
- costs of resident parking schemes

2.2 A report of the Director of Environment and Neighbourhoods is attached. This provides members with an overview of the administrative and enforcement processes involved with Resident Parking Schemes (RPS).

2.3 A separate, but complimentary, report is also attached from the Director of City Development with regard to the process and procedures that are applied for the installation of resident parking schemes.

2.4 All Members of Council have been invited to provide information on any particular "hotspots" in their ward in respect to residents parking schemes and any submissions will be circulated at the meeting today.

3.0 Recommendations

3.1 The Board is requested to:

- (i) Consider the reports of the Director of Environment and Neighbourhoods and Director of City Development and seek any points of clarification and ask questions of the officers attending this meeting.
- (ii) Identify any further information the Board requires in respect to the evidence presented to date for consideration at Session 2 of this inquiry.
- (iii) Identify any witnesses the Board wishes to invite to Session 2 of this inquiry.
- (iv) Consider whether the Board has sufficient evidence to begin to identify recommendations for inclusion in its final report?

Scrutiny Board (City Development)

Inquiry into Resident Parking Schemes

Terms of Reference

1.0 Introduction

- 1.1 On 15th July the City Development Scrutiny Board agreed to carry out an inquiry into resident parking schemes.
- 1.2 In particular, it was decided to investigate the possibility of allowing groups of residents to pay for the introduction of a resident parking zone themselves.
- 1.3 At present, members of the public requesting that a resident parking zone be installed in their neighbourhood face a lengthy wait. There is only a limited amount of funding available in the Council budget each year for such schemes and it has been necessary to prioritise requests according to most need.
- 1.4 However, the demand for such schemes is increasing year on year, particularly in certain areas of the city, and it has been suggested that one way to reduce the backlog of requests may be to allow residents to fund the schemes themselves.
- 1.5 Any proposals will clearly have resource implications for the City Development and Environment & Neighbourhoods departments responsible for this service.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on, the following areas
 - The effectiveness of current arrangements for establishing a resident parking scheme.
 - The practicality of allowing resident parking schemes to be paid for by residents themselves – in particular how enforcement of the scheme would be carried out.
 - The viability of any other proposals to speed up the process of establishing resident parking schemes.

3.0 Comments of the relevant Director and Executive Board Member

- 3.1 The Directors of City Development and Environment & Neighbourhoods, and the relevant Executive Board Members have been requested to comment on these terms of reference.

4.0 Timetable for the Inquiry

- 4.1 The inquiry will take place over three sessions with a view to issuing a final report in November 2008.

5.0 Submission of evidence

5.1 The following formal evidence gathering sessions have been scheduled:

5.2 Session One – 9th September 2008

The purpose of this session is to consider the current arrangements for resident parking in Leeds. In particular the board will consider:

- The application process and rationale for a new resident parking zone
- The current length of time from application to completion
- Any particular 'hot spots' in the city and the reasons why parking is so difficult in these areas
- The costs of resident parking schemes

5.3 Session Two – 14th October 2008

The purpose of this session is to look into any alternatives to the current system, in particular the suggestion that residents be allowed to fund such schemes themselves. In particular the board will consider:

- Any information requested from the last Session
- The way in which this proposal would work in practice, particularly with regard to funding and enforcement
- How revenue might be raised to offset the cost to residents. For instance, there could be scope in an area where a large proportion of residents were commuters to release some spaces during the day for 'pay and display' parking by non residents.
- Evidence from local Ward Councillors and individuals who have applied for resident parking and identified in Session 1
- Best practice in other local authorities

The Board is asked to consider at this session any emerging recommendations from the inquiry to date

5.4 Session Three – 18th November 2008

The purpose of this session is to consider:

- Any information requested from the last Session
- The Board's draft inquiry report and recommendations.

6.0 Witnesses

6.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Director of City Development
- Director of Environment & Neighbourhoods
- Relevant officers from the City Development and Environment and Neighbourhoods Departments
- Individuals who have made requests for resident parking schemes

- Ward Councillors from areas with a high demand for resident parking schemes

7.0 Monitoring Arrangements

- 7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of the Board's recommendations.

8.0 Measures of success

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

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Report of: The Chief Environmental Services Officer

To: Scrutiny Board City Development

Date: 9th September 2008

Subject: Resident Parking Schemes

Electoral Wards Affected:
Citywide

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1 Purpose of the Report

1.1 To provide the City Development Scrutiny Board with an overview of the administrative and enforcement processes involved with Resident Parking Schemes (RPS) with particular reference to:-

- The types of permits,
- The enforcement principles,
- Special schemes
- Fraudulent use of permits.
- Comparisons to other cities
- Dual use of schemes

1.2 A separate, but complimentary, report has been provided by the Director of City Development with regard to the installation of schemes.

2 Outline of the Resident Permit Scheme

2.1 In order to park within a scheme a permit must be displayed, or some other form of dispensation obtained. There are currently 65 schemes with 2 pending. Currently in the region of 22,000 permits are in use. Every zone contains a property list of addresses which can apply for a permit – if you are not on the list you cannot apply. There are approximately 11,300 properties listed.

3 Types of permits available

There are 3 types of permit available (examples are appended at the back of this report):

3.1 Residents permit

Residents permits are free at issue, although there is a charge of £10 to replace lost permits. Every car parked in a scheme must display a permit to park. A permit can be issued for every car that is registered to the address (so 4 cars = 4 permits). There is no limit on the numbers, but the applicant must supply proof of address and proof that the car is registered there.

The permit has the vehicle registration number written on it and can only be used with the nominated vehicle. The permit normally states which RPS it applies to.

Permits are free and last for 3 years, although this is shortened to the length of the tenancy if the applicant is a tenant. Only residents can apply for a residents permit – not landlords, agents or owners.

3.2 Visitors permit

There is only one visitors permit issued to every address. They will be issued, upon application, to every address. As they are not specific to a vehicle, they can be used by any vehicle. Applicants must supply proof of address.

Permits are free and last for 3 years, although this is shortened to the length of the tenancy if the applicant is a tenant. Only residents can apply for a visitors permit – not landlords, agents or owners.

Whilst it is not possible to electronically report on the split between visitor/resident permits in existence, in 2007/8, applications received suggest that 3,807 resident permits were issued compared to 4,262 visitor permits. If this were to be extrapolated across the 22,000 permits, this would give 11,220 visitor permits in use and 9,900 resident permits in use. (The balance figure falls to business permits). This is not surprising as most properties would need a visitor permit, but not all would have a car.

3.3 Business permit

If one of the addresses on the property list referred to above is a business, they can apply for up to 3 permits. These permits are issued annually and there is a charge of £50 per year per permit to cover the administration but the permits can be used in any vehicle.

In the region of 880 business permits are in place. If they are lost, a £10 administration charge is applicable. The lost permit details are handed onto the parking attendants who look for any fraudulent use.

4 Enforcement

4.1 Enforcement of the scheme is carried out by the Council's Parking Service, by issuing Penalty Charge Notices (PCNs - parking tickets) to vehicles without a valid permit.

In general, PCNs are issued at one of 2 price levels, either £50 or £70. Illegally parking in an RPS is classified by the Government as a more serious offence under

the differential pricing rules, and the cost of the ticket is £70, but reduced to £35 if paid within the first 14 days.

To ensure that residents themselves are not disadvantaged by the scheme, the local policy is to normally cancel tickets issued in the following circumstances;

- Genuine permit holder who forgot to display permit
- Permit holder who displayed permit incorrectly
- Genuine visitor who did not display permit
- Genuine resident who does not have a permit but subsequently applies for one within 14 days of getting the ticket

Cancellation would happen following receipt of a representation (1st stage appeal) from the driver.

If the motorist/resident is a persistent offender, the case is reviewed individually, but less leniency is exercised.

- 4.2 In common with other traffic restrictions, essential service providers, removal vans and emergency services are all exempt.
- 4.3 If a motorist believes they have been wrongly issued with a ticket, they may appeal to the Council in the first instance. Should the appeal not be found in their favour, there is a further appeal which ultimately gets judged by an independent adjudicator.

5 Special schemes

It is recognised that there is a need for flexibility so the following additional schemes are in place

5.1 Dispensations scheme

The parking service offers temporary access to those who require access to the zones but who cannot use a permit for some reason. This must be arranged before the person parks and permission is not given retrospectively (eg if someone has received a ticket) :

Up to 2 hours:	free
Up to 1 day:	£5
Up to 7 days:	£20

The charge is imposed to deter non essential use, and to cover costs as there is a dedicated member of staff to run the scheme (which also applies to other restrictions, not just residents zones).

The scheme works by taking the registration of the vehicle and passing it on to the relevant parking attendant so that no ticket is issued.

The service also offers general dispensations for particular areas when appropriate, for example large social & community events, blood donors etc., but these are not charged for.

5.2 NHS scheme

Members of the health services who need to visit patients at home can apply for permits at £50 per year. These permits are transferable so each practice only needs a few permits – there could be 12 staff but if only 3 are visiting at any one time, only 3 are needed. Again, the charge is to deter non essential use. Applications must be from the NHS trust rather than the individual.

5.3 Accredited Landlords scheme

The Council runs an accredited landlords scheme to encourage better standards in the private rented sector for tenants. Landlords and members of the scheme can apply for 1 permit to cover those areas where they own property(s).

There are annual charges which are charged at differing rates based upon concentric rings away from the city centre:

Outer ring (district centres):	£50
Middle ring (outer urban area) :	£100
Inner ring (closest to city centre):	£200
Multi use (stated RPS in more than one “ring”):	£200

5.4 Other

New residents can use short term temporary permits, which can be issued with the proper permit application forms, so that residents can park without fear of receiving a ticket whilst their papers are changed to the new address and the application can be processed.

Ward members may also apply to buy a “business” permit if their wards have RPSs within them. These cost £50 per year.

6 Fraudulent use

6.1 It is unusual for a false application for a residents permit to be processed. This would involve forging documents or falsely registering a vehicle to an address on the property list. However, as visitors permits are completely transferable it is simple for a resident to apply for a permit and then sell it on, & the sale of visitors permits is common in some areas. This is not common across all zones, but is concentrated in areas with the following characteristics :

- Low rate of car ownership (residents who don't wish to have visitors to their property)
- Adjacent to areas of high commuter demand
- Alternative parking is chargeable

6.2 Parking Attendants report suspicious parking patterns (for example, if visitors arrive between 8–9 am every weekday) and carry out casual observations to see if further

investigation is required (for example, the direction that the driver walks when leaving the vehicle). This is then referred for further action, which can happen in a number of ways, including issuing parking tickets, cancelling permits, and joint operations with Police, involving arrests.

Local intelligence can also be obtained from genuine residents who recognise fraudulent use of permits in their area. Such information can be followed up without the need for residents to identify themselves.

7 Other authorities

About half the core cities make a charge for permits.

7.1 Charges

	Annual fee
Bristol	£50
Birmingham	£60
Manchester	Free
Liverpool	Free
Nottingham	Free
Sheffield	£36

If considering charges, there are 2 basic operational issues which need to be taken into account:

Currently permits are issued for 3 years. A move to an annual charge will therefore mean 3 times as much administration. The alternative would be to expect people to pay for 3 years up front which may be unpopular and could cause more administration if people move house and wish to claim refunds. An additional point is that the largest permit area is predominantly occupied by students on short leases.

If charging were to be introduced retrospectively, residents may wish to withdraw from an RPS.

8 Dual use

In most other cities, there are residents permit areas that are also available to other road users for either limited waiting or pay & display parking. This is often suitable in areas where the residents zones are comparatively empty during the day as cars are used for getting to work.

In practice this works in the following way. During "home hours" (evenings and weekends) the RPS restrictions apply. During working hours when many residents will have moved their cars to travel to their destinations, spaces will be left. RPS restrictions can be lifted during these hours, and parking controlled by pay & display (P&D) or by limited waiting. There does need to be some control in order to prevent commuter parking reoccurring. P&D would work in those areas near to shopping areas, workplaces or transport hubs, depending on the length of limited wait.

9 Staffing Costs

The cost of enforcing the schemes is absorbed within the parking services general budget, and all are enforced regularly. The income from Penalty Charge Notices issued within the zones for illegal parking goes some way to offset these costs.

The costs of administering the permits, overheads, buying materials, communications and maintaining the schemes is also absorbed within parking services general budgets. The ICT systems in place are old (hence the difficulty in report gathering for the statistics given above) and the cost of updating these will need to be accommodated within our existing budgets if possible. Any additional schemes which come on line add to that cost although the size of the operation does lead to economies of scale.

10 Next Meeting

- 10.1 The next meeting on 14th October will receive a report which will include any information requested as a result of scrutinizing this opening paper.

11 Recommendation

- 11.1 Members of the City Development Scrutiny Board are asked to note the contents of this report and are invited to comment on the information presented.

Background papers

There are no background papers



Parking Services
PO BOX 139
Leeds
LS9 1AA

Mr Test
Parking Services
Po Box 139
Leeds
LS9 1AA

Minicom: 0113 395 0006
Fax: 0113 395 0049
Email: parkingservices@leeds.gov.uk
Your Ref:
My Ref: BUS60073

Date: 13/08/2008

Contact: Parking Services

Telephone: 0113 395 0050

Dear Mr Test

RE: REQUEST FOR BUSINESS PARKING PERMIT

Thank you for your application for a Business Parking Permit which I am pleased to enclose. You will find your permit at the foot of this letter.

Your permit is for use whenever a vehicle is parked within the Residents Only Parking Zone for which it has been issued. It may not be used in any other zone and must be displayed in such a position within the vehicle so that all the details are clearly visible.

May I draw your attention to the Terms and Conditions on the reverse of the permit.

Yours sincerely

Mark Jefford
Parking Services Manager



INVESTOR IN PEOPLE



www.leeds.gov.uk



Parking Services
PO BOX 139
Leeds
LS9 1AA

Mr Test
Parking Services
Po Box 139
Leeds
LS9 1AA

Minicom: 0113 395 0006
Fax: 0113 395 0049
Email: parkingservices@leeds.gov.uk
Your Ref:
My Ref: VIS60078

Date: 13/08/2008

Contact: Parking Services

Telephone: 0113 395 0050

Dear Mr Test

RE: REQUEST FOR VISITORS PARKING PERMIT

Thank you for your application for a Visitors Parking Permit which I am pleased to enclose. You will find your permit at the foot of this letter.

Your permit is for use whenever a vehicle is parked within the Residents Only Parking Zone for which it has been issued. It may not be used in any other zone and must be displayed in such a position within the vehicle so that all the details are clearly visible.

May I draw your attention to the Terms and Conditions on the reverse of the permit.

Yours sincerely

Mark Jefford
Parking Services Manager



PARKING PERMIT

PERMIT No : VIS 60078
LOCATION : ALL LOCATIONS
ZONE : ALL
EXPIRY : **13/08/2011**



INVESTOR IN PEOPLE

Website: www.leeds.gov.uk

VISITOR



Parking Services
PO BOX 139
Leeds
LS9 1AA

Mr Test
Parking Services
Po Box 139
Leeds
LS9 1AA

Minicom: 0113 395 0006
Fax: 0113 395 0049
Email: parkingservices@leeds.gov.uk
Your Ref:
My Ref: RES60077

Date: 13/08/2008

Contact: Parking Services

Telephone: 0113 395 0050

Dear Mr Test

RE: REQUEST FOR RESIDENTS PARKING PERMIT

Thank you for your application for a Residents Parking Permit which I am pleased to enclose. You will find your permit at the foot of this letter.

Your permit is for use whenever a vehicle is parked within the Residents Only Parking Zone for which it has been issued. It may not be used in any other zone and must be displayed in such a position within the vehicle so that all the details are clearly visible.

May I draw your attention to the Terms and Conditions on the reverse of the permit.

Yours sincerely

Mark Jefford
Parking Services Manager



INVESTOR IN PEOPLE

Website: www.leeds.gov.uk

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Report of the Director of City Development

Scrutiny Board City Development

Date: 9th September 2008

Subject: Resident Parking Schemes

Electoral Wards Affected:
Citywide

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1 Purpose of the Report

1.1 To provide the City Development Scrutiny Board with an overview of the process for the introduction of Resident Parking Schemes (RPPS) with particular reference to:-

- The application process and rationale for a new resident parking zone,
- The current length of time from application to completion,
- Any particular 'hotspots' in the city and the reasons why parking is so difficult in these areas, and
- The costs of resident parking schemes.

1.2 A separate, but complimentary, report has been provided by the Chief Environmental Services Officer with regard to permits and enforcement.

2 Background

2.1 You can't get a front door issue as close to home as your parking spot! The issue of car parking, particularly nuisance parking, is at the forefront of Regeneration and Liveability issues. However, it should be remembered that the primary function of the highway is for the movement of traffic. Councils do not have a duty to provide on-street parking facilities.

2.2 Contrary to popular belief, a resident does not have any special claim to a parking space in front of their own property and there is no way that this can practically be designated. It is reasonable, however, for residents to be able to park within close proximity to their property as this increases accessibility and security. Parking may be allowed where this does not impinge on the movement of traffic or where it does not create a safety hazard, or obstruct access to property or for emergency vehicles, or cause damage to the fabric of the highway (footway).

3 Hotspots

- 3.1 A number of conflicts have been identified within residential areas for those motorists wanting to park a vehicle. All can be considered for some form of parking restriction, of which Residents Permit Parking Schemes (RPPS), are one option. These are:-
- 3.2 **Long Term Commuters** – The conflict between resident parking demands and those of “car borne commuters” is very real. In this situation councils are increasingly trying to develop policies that help residents who are, after all, council tax payers. Not all streets are affected by this but; those affected by commuter parking are those close to the city centre, near hospitals, universities, colleges and shopping/business areas.
- 3.3 **Informal Park and Ride/Walk** - Increasingly there are requests from residents close to major commuter routes into the city and outlying railway stations as motorists walk, cycle or use public transport for the latter part of their journey. While these actions are supporting the encouragement of alternative forms of transport, at least for a part of a journey, with an informal ‘park and ride/walk’ situation the adverse impact is within residential areas. Without proper provision of Park and Ride conflict between residents and commuters will continue and giving total priority to residents would effectively deter commuters from using public transport and potentially cause congestion elsewhere in the City.
- 3.4 **Short Term Parking** – Visitors to local shops, businesses, educational establishments, entertainment/leisure facilities, health centres and residential properties requiring to park for periods between 20minutes and 3 or 4 hours. Many facilities require relatively short term visits producing a turnover of parking spaces.
- 3.5 **Residents** - A further conflict resides in the fact that there can be “an excess of demand over supply for the use of on-road spaces from residents alone.” In a nutshell, when there are not even enough spaces for residents tough choices have to be made.
- 3.6 Increasingly, residents are prepared to pay substantial sums to provide increased accessibility through the renting of garages or the provision of dropped crossings and paved front gardens. The cost of such solutions for the individual is high and the surfacing of front gardens impacts on drainage including concern regarding the flooding agenda.

4 Process for Introducing a Resident Permit Parking Scheme (RPPS)

- 4.1 To assist Members to understand the process of introducing any parking restriction, but especially a RPPS, it is intended that this report will work through the entire process from initial request to completion on site.
- 4.2 **Initial Request** - Requests for any form of parking restriction can be received from any member of the public, group of residents, Area Management or elected member. This will either specifically request a certain type of restriction or indicate there is a parking problem and ask for assistance to determine a solution. In requesting a specific restriction the problem arises that this may not be the most appropriate to address the underlying problem, eg, requests for a RPPS can be received when the problem is too many residents cars wanting to park in too little kerb space or when the problem relates to access for the refuse collection vehicle on one day per week. Having to advise any members of the public that what they have requested is inappropriate or not justified, even if alternatives are possible, is seldom well received.
- 4.3 **Investigation of the Problem** - To understand the specific parking problem requires traffic surveys to be undertaken. This involves, at least, a one day survey of parking conditions through the recording of vehicle registration numbers at specific times of the day from approximately 6am to 8pm, though times will be changed depending upon known problem times. This allows the location of parked vehicles, arrival and departure times, the length of time parked and whether the vehicle belongs to a resident to be identified. The survey results

will identify whether the problem is long term commuter parking, short term parking for nearby business/shops, too many residents' vehicles, or other identifiable cause.



Typical parking on unrestricted streets in residential areas close to City Centre



4.4 **Justification** - Locations for consideration of RPPS focus on residential areas with parking associated with business/retail premises, hospitals, universities, stations, public transport corridors and other more specific local parking issues. To retain flexibility in providing a RPPS, the following are situations where a RPPS would NOT currently be considered:-

- To resolve school parking problems,
- If residents do not support it,
- To resolve disputes between neighbours,
- Issues of multiple occupancy of a building, and
- If off-street parking is available to the majority of properties and sufficient space is available for parking.
- Within new developments in the City Centre

4.5 **Remedial Measures Options** - When the survey has been analysed the different options can be considered. While the demands for parking will be considered it is essential also to consider the road safety aspects of where inconsiderate parking may endanger pedestrians or other road users and the access requirements of public transport operations, emergency vehicles and service vehicles. There will be benefits and disbenefits for each option. Possible options for a range of problems are shown in the following table:

Parking Problem	Options
Long term commuters/ park and ride	1. a short 1hour parking restriction. 2. a RPPS 3. a RPPS with time limited parking for non-residents. 4. all parking restricted
Short/medium term parking (up to 3 or 4 hours)	1. specific time limited parking from 15mins to 3 hours with a stated prohibited return time. 2. a RPPS 3. a RPPS with time limited parking/pay & display for non-residents. 4. all parking restricted
Residents	1. restrict parking to away from obstructive locations 2. a RPPS with severe permit restrictions



Resident Permit Parking, 24 hour waiting restriction and unrestricted parking

4.6 **Which Option is Most Appropriate** - As previously indicated there are benefits and disbenefits for any parking restriction scheme and, ultimately, it will be the level of inconvenience which residents are prepared to accept which may determine which option residents would support.

For each option, potential benefits/disbenefits are shown in the following table:

Parking Restriction	Benefit	Disbenefit
24 hour waiting restriction	All waiting prohibited except for loading /unloading and disabled badge holders ensure unhindered access.	Not suitable in most residential areas except at junctions, for safety reasons.
		Parking displaced into surrounding areas.

Working Day waiting restriction. E.g. 8am – 6pm	Time of restriction varied to address problem.	Likely inconvenience to residents at home during day.
	Allows some parking away from problem times.	Parking displaced into surrounding areas.
Single hour waiting restriction. E.g. 10 – 11am or 2.00 – 3.00pm	Times of enforcement concentrated.	Minimal, but some, inconvenience to residents.
	Deters long term parking.	Parking displaced into surrounding areas.
	Minimal inconvenience to residents.	
	Allows residential parking for majority of time.	
	Allows limited non-residential parking.	
Limited waiting (varies from 15mins to 3 hours)	Allows some parking for a controlled period of time.	In residential areas vehicles would have to be moved unless permit overrides.
		Parking displaced into surrounding areas.
RPPS	Provides priority for residents to park safely within a defined area.	Space not guaranteed outside house.
	Scheme can be adapted to meet residents' needs.	May not be sufficient kerb space for residents' vehicles.
		Will not resolve inter-neighbour disputes.
		Parking displaced into surrounding areas.
		Limited visitor provision.
		Available space on carriageway not used most effectively.

4.7 **Priorities** - A list of areas has been prioritised to reflect the demands received for RPPS. The following table attempts to group the locations into three priorities; High, Medium, Low with a fourth column of locations where the need for RPPS is questioned at this point in time. Locations highlighted in **bold** lettering are also within the Town and District Centre Parking Strategy Initiative

High	Medium	Low	Not required
Leeds City Centre surrounds.	Kirkstall	Bramley	Boston Spa
Leeds Univ Campuses	Harehills Corner	Farsley	Kippax
St James Hospital	Holt Park	Garforth and Station	Moor Allerton
LGI	Meanwood	Halton	Hunslet
Headingley	Wetherby	Seacroft	Middleton (Ring Road)

Horsforth Town Centre and Station	Armley	Morley	Dewsbury Road
A660	Pudsey	Oakwood	Rothwell
Lawnswood	Yeadon	Otley	A61 Scott Hall Road
Guiseley, Otley Road and Station	Chapel Allerton		
Headingley	Cross Gates		

4.8 **Funding of Scheme** - Funding of a RPPS is from several sources:-

- Traffic Management Capital Budget - £350,000 is allocated annually to Traffic Engineering to cover scheme costs to introduce various traffic management measures across the City including minor junction improvements, measures to assist pedestrians and cyclists and various traffic regulation orders following requests from various sources.
- Traffic Management Revenue - £99,890 is allocated annually to Traffic Engineering to introduce small scale local traffic measures to assist communities up to a value of about £5k. This budget also funds the increasing demands of facilitating events.
- Developers – Where a new development is identified as impacting upon parking in surrounding areas part of the planning condition may be to fund an appropriate RPPS. City Centre issues are somewhat different to other areas of the City. Current Planning guidance / policy results in city centre residents’ expectations for permit parking being unrealistic.

4.9 To introduce an RPPS including investigation, consultation, reporting, advertising, signing and road markings, legal fees and permit issuing is estimated to average £230 per space from ensure enforcement can continue.

4.10 **Permits** – This section will be covered in more detail in the report from the Chief Environmental Services Officer. There is currently no charge for a residents’ permit unless the permit is lost, but whether or not a charge should be made for a permit is widely debated across local authorities. There are a variety of options available should a Highway Authority wish to consider charging for parking permits. It should be realised that in many locations the residents will not be the cause of the problem i.e. close to city centre, university, hospital, retail/office complex; but will be seen as paying to provide themselves with a priority for parking.

4.11 In areas where there are too many residents’ cars for the length of kerb available for parking, the problem is created by residents. An RPPS would have no effect in such a situation unless the number of permits was limited to how many cars the length of kerb could accommodate, the scheme operated on a ‘first come – first parked’ basis or the scheme is extended to a wider area where there might not be a parking problem.

4.12 Further consideration on a range of permit charging options will be reported at a future meeting.

4.13 **Scheme Design** - The development of RPPS is bespoke to an area, requiring not only consideration of the extent of the area covered by the scheme but also the various parking problems and, therefore, the type and timing of restrictions which may be required to satisfy as much of the community as possible. It is also essential to consider the road safety aspects of where inconsiderate parking may endanger pedestrians or other road users and the access requirements of public transport operations, emergency vehicles and service vehicles. It has to be recognised that it may not be possible to satisfy all the conflicting demands of a community.



Permit scheme designed to operate at times most suitable for residents.

- 4.14 Any waiting restriction is unlikely to reduce the overall level of parking; it will transfer the parking to adjacent areas.
- 4.15 Early RPPS's provided solely for residents and their visitors, to the exclusion of all other motorists. In some locations this has led to streets being almost deserted for periods of the day and are not making full use of the available highway. These need to be reviewed.



Carriageway could be used more effectively with limited parking in permit area.

- 4.16 Recent schemes aim to provide a mix of 'resident only spaces' and 'shared use spaces' through pay and display/limited waiting/non-resident permits as determined appropriate for other road users requiring to park on the street. Residents will have priority for spaces between certain times, which may be different for each scheme, but will usually be between 16.00 or 17.00 hrs and 08.00 or 10.00 hrs the following day. Paid for, on – street parking and limited waiting may be available outside of these hours. This enables the street to be used for controlled parking and potentially generate income to assist in enforcement costs. Days of operation would be subject to local consultation.
- 4.17 **Consultation** - Consultation is an essential part of the process, but can also considerably delay introduction of a scheme where there may be disagreement within a community on appropriate measures. In areas where there is not currently a parking problem, if neighbouring streets are converted to RPPS then the knock-on effect may be to transfer the parking to these streets.
- 4.18 When a draft design for a scheme is available consultation will be undertaken, initially, with elected members, emergency services and METRO. Subject to no insurmountable problems, consultation will be undertaken with the community. This is primarily undertaken through a letter drop to individual properties seeking the views of the community. On some occasions meetings will be held, although this can highlight differences within the community which

delays scheme progress. The views of individuals are diligently sought with reminders being sent to ensure as wide a response as possible.

- 4.19 This consultation identifies specific local issues and pre-empts future objections. Officers will review and amend the draft scheme where possible. It is very important to get widespread support for the scheme to enable progress to be made. Businesses are included in the consultation process since they may be part of the problem, but also to identify their likely need for business permits for operational purposes. Discussions will also be held with Parking Services with regard to their ability to undertake appropriate enforcement and issue permits.
- 4.20 **Approvals** - When a draft scheme has a high level of support within a community and funding has been determined, a report will be prepared for the Joint Highways Technical Board to authorise progress to a detailed design, allocation of the funding and the advertising of the required traffic regulation orders.
- 4.21 All waiting restrictions promoted on the Highway require a legal Traffic Regulation Order to provide the necessary legal support to enforcement of the signs and road markings. The signs and road markings are detailed in the Traffic Signs Regulations and General Directions 2002 (TSRGD), which details the Regulatory signs and markings allowed on the highway. Some minor alternatives are permitted but the document is very prescriptive and failure to follow the regulations can make enforcement illegal. Where the TSRGD does not cover a specific issue, a request for special authorisation can be made to the Department for Transport (DfT).
- 4.22 **Legal Advertisement** - It is a legal requirement to advertise for 21 days the intention of the Council to introduce any traffic order in the local press and on the affected streets. Leeds advertises for 28 days. This advertisement invites representations to be made, which can be in support of or objection to, the proposed order. With extensive, but sometimes lengthy, consultation earlier in the process, the number of objections should be limited or known in advance.
- 4.23 Officers will, initially, attempt to resolve any objections and have them withdrawn but any which are maintained must be reported to the Joint Highways Board for consideration. Only when all objections have been resolved or over-ruled can work progress.
- 4.24 It is essential that the legal process is correctly followed as, even at this stage, a challenge can be made to the High Court should the correct legal procedure not have been followed.
- 4.25 **Implementation** - With the legal process complete and details of the intention to excavate in the highway provided to Network Management, an instruction can be issued to an appropriate contractor to commence work on site. Parking Services will be requested to issue permits and commence enforcement upon completion.
- 4.26 **Maintenance** - Maintenance of the signs and road markings will be undertaken through the general Highway Maintenance programme. As indicated previously, while the provision of correct signs and road markings is vital, so too is the maintenance of the signs and road markings since faded markings or missing signs may result in the traffic order being unenforceable.

5 Timescales

- 5.1 The timescale to introduce a RPPS from initial request to implementation on site can vary from a minimum of approximately 10 months to 2 years. There are a number of elements within the process which can contribute to this timescale:-
- i) Surveys: up to 3 months for results to be returned. Surveys are not undertaken during school holidays.
 - ii) Consultation: approximately 2 months per round of consultation. At least 2 consultations are usually required due to changes made following first consultation.
 - iii) Legal Advertising: 1-2 months

- iv) Approvals: 1 month
- v) Resolving/over-ruling objections: up to 2 months
- vi) Design: Minimum of 1 month but depends upon size of scheme and changes required.
- vii) Implement: 2 – 3 months

5.2 Schemes recently introduced, programmed for introduction and being investigated are shown on the following table.

WARD	LOCATION	PROGRAMMED
Bramley & Stanningley	Broad Lane/Broadlea Terrace	Complete 2006/07
Pudsey	Woodlands, Devonshire Gardens	Complete 2006/07
Headingley	Chapel Street	Complete 2007/08
Hyde Park & Woodhouse	Oatlands/Carltons, Little London	Complete 2007/08
Headingley	The Granby's, Headingley	Complete 2007/08
City & Hunslet	Admiral Street	Complete 2007/08
Pudsey	Mulberry St	Complete 2007/08
Headingley	The Granby's, Headingley	Complete 2007/08
Beeston & Holbeck	Thirlmere Gardens	Alternative restriction introduced.
Garforth & Swillington	Coupland Road, Garforth	2008/09
Temple Newsam	Knightsway	2008/09
Weetwood	Glen Road Area	2008/09
Horsforth	Kerry Hill	2008/09
Pudsey	Mullberry Street	2008/09
Horsforth	Scotland Lane	2008/09
Armley	Modder Avenue	2008/09
Pudsey	Pudsey Town Centre	2008/09
Headingley	Ancaster Rd/Otley Rd	2008/09
Yeadon	Airport	2008/09
Hyde Park & Woodhouse	Elthams/Holborn Estate/ Shay Street:-	2008/09/10
Hyde Park & Woodhouse	Woodhouse Street/Cliff Road area	2008/09/10
Burmantofts & Richmond Hill	St James Hospital	2008/09/10
Hyde Park & Woodhouse	Woodsley Road Area, Burley	Earliest 2009/10
Hyde Park & Woodhouse	Brudenell Area, Hyde Park	Earliest 2009/10
Beeston & Holbeck	Millshaw Road	2009/10
Rothwell	Woodlesford Station	Under investigation
Beeston & Holbeck	Sunny Views/Wesley Street	Existing RPS programmed for review.
Kirkstall	Waterside	Not programmed
Beeston & Holbeck	Malvern Street	Not programmed

6 Costs

- 6.1 To introduce a RPPS including investigation, consultation, reporting, advertising, signing and road markings, legal fees and permit issuing is estimated as £230 per space from recent schemes. There is, also, on-going maintenance of the signs and road markings to ensure enforcement can continue.
- 6.2 In addition, there will be costs incurred in enforcement of the RPPS for Parking Services.

7 Issues affecting Introduction

7.1 Within the timescales identified in the previous section there are a range of issues which affect any scheme between inception and completion. These are:

- Priorities
- Staffing
- Budgets

7.2 Priorities

7.3 Where, following investigation, it is evident that a RPPS would not resolve the parking issues, a scheme will not be promoted, but alternative options will be considered.

7.4 It can be seen from the preceding paragraphs that a considerable amount of investigation is required prior to determining whether a RPPS is the most appropriate measure and in advance of the consultation and design work required to introduce an agreed RPPS on site. When a parking problem has been identified as requiring a RPPS, funding will be sought and, when obtained, the scheme will be programmed within the section workload. Where the programme of work for the current year is already established this may require the scheme to be added to the programme for the following year. This type of work is just one part of the range of work undertaken within the programme of work that Traffic Engineering is expected to achieve within its design staff resources and whose identified priorities are as follows:

- Investigation, design, consultation and introduction of traffic engineering measures which support the LTP and deliver the agreed programmes for Traffic Management Capital and Revenue funding, respectively.
- Initiation of traffic engineering schemes for funding submission through the TPP1 process to Transport Policy section and introduction where appropriate.
- Identification of traffic engineering schemes from consultation, referral, local knowledge, etc., which do not meet objectives of the LTP but address localised issues.
- Responding to the requests for the investigation, design, consultation and introduction of traffic management measures which are not supported by any agreed criteria requested.
- Provide advice on traffic issues to consultants, Development Control, Design Services, stakeholders and other national and local organisations.
- Responding to Central Government Challenges, requiring a detailed response within limited deadlines

7.5 All staff will have a wide range of schemes upon which they are working, in addition to the large volume of written correspondence and telephone calls, which are subject to regular programme progress reviews. Programme reviews have to be aware of changing priorities and external demands upon the service which cannot be foreseen.

7.6 An Equality, Diversity and Community Impact Assessment was completed on this topic in April 2008, the summary is attached in Appendix 1.

7.7 Staffing

- 7.8 The process for introducing a RPPS is more resource intensive than most other work within the Traffic Section. Schemes covering an area require extensive consultation with the local community to identify the differing requirements within the area and try to produce a scheme which reflects the requirements of most residents. Staff is a finite resource and to prioritise a scheme(s) on the basis that external funding is available would require other programmes, such as local safety schemes and Safer Routes to School schemes, to be reduced in priority as resources are transferred.
- 7.9 Experienced Traffic Engineers and Technicians are in short supply and Leeds has done well in recent years to retain the majority of its experienced staff. Recruitment difficulties at Engineer level caused the section to freeze three Engineer posts to create 3 additional trainee technician posts which have recently been advertised. Previous trainee technicians have gained promotion and it is envisaged that this approach will secure the longer term staffing of the section but recognising that training will increase pressure on existing staff.

7.10 Budgets

- 7.11 Until this year the Traffic Engineering Section has not had the certainty of funding for its Capital Programme over successive years and, therefore, long term planning was difficult. Only schemes which could be taken through from investigation to completion in one year were certain to progress. Experience has shown that RPPS can take longer than a year. With a slightly more secure financial budget from this year it is possible to plan further ahead and commence schemes which may run over two or more financial years.

8 Next Meeting

- 8.1 The next meeting on 14th October will receive a report which will include:-
- i) Any information requested from the 1st session,
 - ii) The way in which the suggestion that residents be allowed to fund such schemes themselves would work in practice, particularly with regard to funding and enforcement,
 - iii) Best practice from other local authorities.

9 Recommendation

- 9.1 Members of the City Development Scrutiny Board are asked to note the contents of this report and are invited to comment on the information presented.

Background Papers

Resident Parking Schemes (RPPS)
Equality, Diversity and Community Impact Assessment
Traffic Regulation Orders
Traffic Signs Regulations and General Directions 2002 (TSRGD)
A list of areas prioritised to reflect the demands received for RPPS.

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Impact Assessment of: Residents Parking Schemes

Service/ Directorate: Traffic, Highways, City Development

Date Completed: 29th April 2008

Lead Officer: Howard Claxton

Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service
Nick Hunt	Traffic Management West, Leeds City Council	Manager of Service
Nick Borrás	Traffic Management East, Leeds City Council	Manager of Service
Mike Wild	Traffic Management City Centre and South, Leeds City Council	Manager of Service
Alan Robinson	Traffic Management West, Leeds City Council	Manager of Service
Howard Claxton	Traffic Engineering, Leeds City Council	Head of Service
Sandy Rutherford	Leeds City Council	Equality Officer

Brief description of policy/ service:

The aim of the service is to formalise parking and remove traffic congestion. Following a request from a member of the public or a councillor for a residents' parking zone the area would be examined and if residents are unable to park because of the parking of shoppers, commuters etc then a scheme would be put in place to enable residents to park in the area. The scheme does not give people a right to park outside their house and is not intended to police the parking of residents in areas where parking spaces are less than those required by residents.

Brief account of how the impact assessment was carried out:

A meeting was held gathering the head of service and senior engineers from each section within traffic management to discuss issues relating to the present policy on traffic management.

Brief description of any adverse affects found:

The number of parking permits available to each household is currently unlimited which could lead to the number of parking permits being greater than the number of spaces available and so residents still not being able to park near their homes. However if the number of parking spaces was limited then properties with a large number of vehicles may not be able to have a permit for every car at that property. Businesses are affected as staff who only require their vehicle to commute to work are not allowed a permit and therefore can not park, either free of charge or at all, near their place of work. Workmen are inconvenienced parking in the area as they need to display a visitor's pass or could be fined, householders also may not have applied for a visitor's permit. Only one visitor's permit is allocated per property which would affect properties employing more than one set of workmen. Statutory undertakers also have difficulty parking their vehicles in residents parking zones as they do not have parking permits. However statutory undertakers can apply for a dispensation which would allow them to carry out specific work in an area, these can be granted immediately for emergency work. Health workers and similar can get paid for permits which allow the to park in resident's zones while carrying out their work duties.

Summary of Actions arising from Assessment

Actions	Responsibility	Timescale
None identified during assessment		

Contacts for further information:

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Sandy Rutherford 0113 24 78990

Date published on Council Website:

To be completed by Equality Team



Originator: Paul Stephens

Tel: 24 74462

Report of the Director of City Development

Scrutiny Board (City Development)

Date: 9 September 2008

Subject: **An Agenda for Improved Economic Performance : Review of the Leeds Economic Development Strategy 1999**

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Purpose: To seek the input of the Members of Scrutiny Board to the development of the City's *'Agenda for Improved Economic Performance'*.

1.0 INTRODUCTION

- 1.1 The current Leeds Economic Development Strategy was developed by the Economy Partnership of the Leeds Initiative in 1999 and approved by the Executive Board at its meeting on 5 April 2000.
- 1.2 Leeds has changed significantly in the intervening years as have the institutional arrangements and government policies affecting economic development. In late 2007 it was agreed to review the strategy and a working group under the new Economy and Skills Partnership (which is chaired by Councillor Barry Anderson) was established. The working group has considered reports on the strengths and weaknesses of the economy, has debated the aims and objectives and key themes. It has now begin to develop action plans or delivery plans under the key themes.

2.0 PRESENTATION

- 2.1 A presentation to the Board will outline progress to date and seek views on the direction of travel. By way of background attached are an economic assessment produced at the start of the process (appendix 1), and a short paper setting out the national regional and local policy context (appendix 2).

2.2 Clearly the current state of the economy is very different to that of one year ago. Attached at appendix 3 is a summary of the current national and local situation. However it should be noted it is a rapidly changing picture, and it remains difficult to assess the full consequences. One key question is whether the current circumstances should mean a change of approach for the Council and its partners, or whether our overall objectives and priorities as set out in the Vision for Leeds and the Leeds Strategic Plan remain relevant.

3.0 RECOMMENDATION

3.1 Members are asked to comment on the background papers and on the issues raised in the presentation at the meeting.

AN AGENDA FOR IMPROVING ECONOMIC PERFORMANCE

ECONOMIC ASSESSMENT (MAY 2008)

This paper provides an up to date economic assessment for Leeds' economy, identifying its key features, trends and forecasts. It concludes with a SWOT analysis and points to more detailed analysis where available. Gaps in our knowledge are also identified.

The appendix sets out the policy priorities for Leeds which were identified in the 2006 West Yorkshire Strategic Economic Assessment undertaken for Yorkshire Forward. The conclusions of both assessments are similar.

Competitive Business

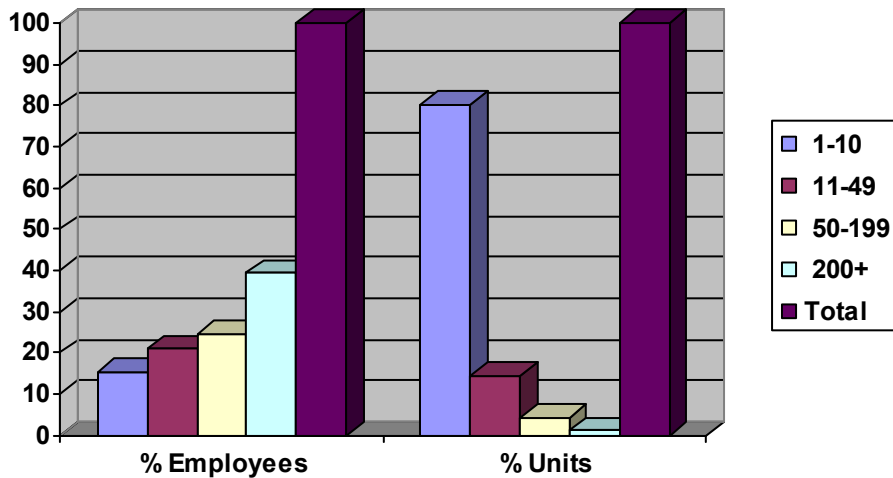
Business structure

In 2006 there were an estimated 46,000 businesses in Leeds, of which 19,565 were VAT registered companies. Amongst the Core Cities Leeds has the second highest VAT stock figure. Leeds' stock growth between 2001 and 2006 of 8.3% compares favourably with the UK's largest conurbations, though it was lower than the sub- regional, regional and national figures which stand at 10.2%, 9.9% and 9.5%. In terms of registration rates in 2005, the city had a rate of 33 per 10,000 population, which is higher than the region at 31 but significantly lower than the national rate of 37.

Key urban areas: stock and changes in stock 2001-2006		
	Stock at end 2006	% change in stock end 2001 to end 2006
London	309,225	10.0
*Birmingham	23,490	4.1
*Leeds	19,565	8.3
Edinburgh	13,855	10.6
*Bristol	12,385	11.2
*Sheffield	12,015	7.2
*Manchester	11,865	2.8
Bradford	11,555	9.2
Kirklees	11,190	10.6
*Liverpool	8,665	11.2
Cardiff	8,035	7.9
*Nottingham	6,420	5.9
*Newcastle	5,650	10.1
West Yorkshire	56,035	10.2
Yorkshire & Humber	139,970	9.9
Leeds City Region	79,200	10.4
*Core City average	100,055	7.7
Great Britain	1,892,385	9.5
Source: Small Business Service, BERR		

In terms of the business size 80% of units employed between 1 and 10 people, accounting for 64,000 employees and 15% of Leeds' total employment. Overall 95% of units employed fewer than 50 employees accounting for 36% of Leeds' employment, and only 1% of Leeds' units employed over 200 people, equating to 39% of Leeds employment.

Business size



GVA/Productivity

Leeds' GVA in 2005 was £15,268 million representing a 30% increase from 2000 at current prices, greater than the region and in line with national growth. Leeds' employee productivity was above West Yorkshire, Yorkshire and the Humber, and the UK, though it was below London's.

Graduates

In 2006/07 there were approximately 70,000 higher education students studying in Leeds.

The two Leeds universities estimate that a third of first degree graduates who have entered employment 6 months after graduating work in Leeds.

A study by Manchester University has found that Yorkshire and the Humber as a whole is a net exporter of students (fewer graduates find their first job in the region than the number who study there). More positively they found that 35% of all northern graduates who remain in the north on graduation gravitate to the Manchester and Leeds labour markets.

The structure of employment

Leeds is the largest employment centre (employees plus self-employed) in Yorkshire and the Humber, with 17% of the region's total employment. Over the last 10 years the city created a net additional 57,500 jobs, accounting for 19% of the 299,000 net jobs created in the region. Within the Leeds City Region it accounted for 37% of the 156,600 net jobs created.

Forecasts suggest that Leeds will create 26,500 net additional jobs in the next decade, accounting for 22% of Yorkshire and Humber's growth and 32% of Leeds City Region's.

Nationally, Leeds in 2006 (the latest year for which comparative city data are available) had the second largest concentration of employees after Birmingham, and over the last 5 years has created significantly more jobs than any other centre. Leeds has also consistently been ranked in the top three most diverse locations for the fifteen major centres.

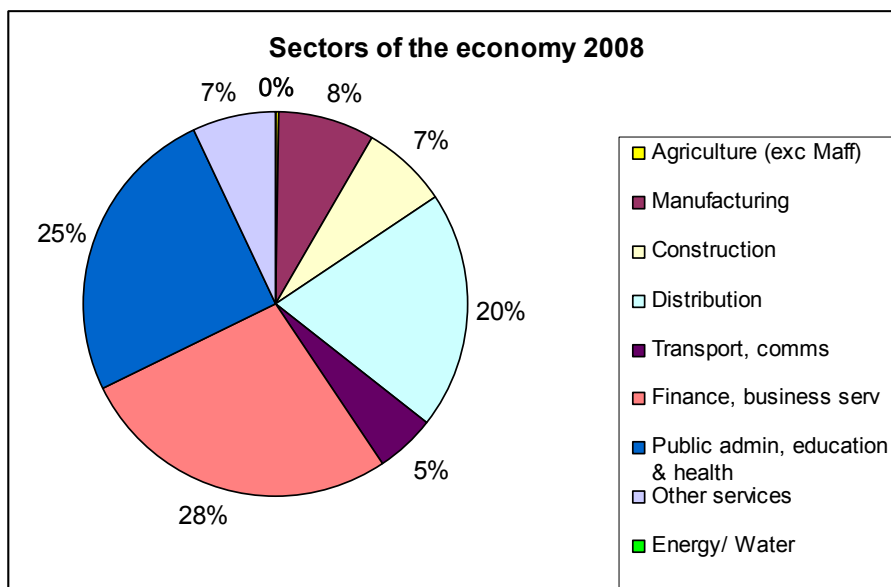
Employees change 2001-2006				
LOCATION	2001	2006	Actual change	% Change
Cardiff	173,500	190,700	17,200	9.9
Newcastle	164,600	180,500	15,900	9.7
Leeds	385,400	416,800	31,400	8.1
Sheffield	231,400	248,400	17,000	7.3
Liverpool	212,100	226,400	14,300	6.7
Manchester	292,800	306,000	13,200	4.5
Edinburgh	297,300	306,000	8,700	2.9
Birmingham	483,300	491,800	8,500	1.8
Nottingham	179,900	182,400	2,500	1.4
London	4,012,300	3,994,100	-18,200	-0.5
Bradford	193,200	190,800	-2,400	-1.2
Bristol	237,100	229,500	-7,600	-3.2
West Yorkshire	931,800	978,100	46,300	5.0
Yorkshire & Humber	2,100,600	2,219,200	118,600	5.6
Leeds City Region	1,217,000	1,270,400	53,400	4.4
Core Cities	2,186,600	2,281,800	95,200	4.4
Great Britain	25,316,400	26,160,400	844,000	3.3

Source ABI (numbers rounded to nearest 100)

In terms of how employment is structured in Leeds:

- Male employment rose by 8% in the 1998-2008 period, while for females it rose 22%.
- Over the same period, full time employment rose 9%, while part time rose 31%.
- In 2008, 51% of employees are male, as are 62% of full-time employees.

Sectors of economy



As the chart above illustrates, in 2008 the two main employment sectors were financial and business services and public admin, health and education. The service sector as a whole accounts for 388,500 jobs, 84% of the total. It is forecast to grow by 8% in the next decade.

Between 1998 and 2008, employment in financial and business services increased by 32% to over 124,000. Over the next 10 years, growth of 15% is predicted. Public admin, education and health grew by 27% to 115,000 and is expected to rise by 4% by 2018.

For manufacturing the outlook is less positive with employment falling by 30% since 1998 and expected to decrease by 15% to 2018. In 2008, Leeds accounts for around 12% of manufacturing jobs in the region.

In terms of percentage employment change, financial and business services, and construction are expected to growth the most rapidly between 2008 and 2018, by 15% and 10% respectively.

In terms of number of employees, Leeds in 2008 was the largest centre for financial and business services, printing, and construction outside London, and was the second largest centre for manufacturing, wholesale and retail distribution and personal services.

The table below shows the change in employment in the key sectors over the past and next decade.

Sector	1998	2008	2018	% change 1998-2008	% change 2008-2018
Manufacturing	55,000	38,900	32,800	-29.3	-15.3
Construction	21,200	33,600	37,200	58.4	10.5
Distribution	93,700	93,700	97,100	-0.1	3.7
Transport & Communications	23,200	23,000	25,000	-0.8	8.7
Financial & Business services	94,300	124,300	142,600	31.7	14.8
Public admin, education & health	90,900	115,100	120,200	26.6	4.4
Other services	21,700	32,400	33,300	49.1	2.9
Industry total	406,200	463,700	490,200	14.2	5.7

An analysis of business stock change reveals that two sectors account over 50% of Leeds' total stock. The largest of these is the financial and business services sector with a stock figure of 6,730, which was an increase of 23.4% since 2001. The substantial increase in the financial and business services sector is mirrored both regionally and nationally, having increased by 22.3% across Yorkshire and Humber and 17.9% across Great Britain.

Construction also experienced a substantial increase with stock levels rising by 19.6% to 2,290 in 2006. This rate of growth was slightly lower at the national level and was exceeded at the regional level.

The sector experiencing the greatest reduction in stock was manufacturing. Between 2001 and 2006 there was a reduction in stock of 16.7%. Though the pattern of decline is evident across Yorkshire and Humber and the nation, the magnitude of stock decline appears to be far greater in Leeds.

Changes in business stock by sector, end 2001 to end 2006					
	LEEDS MD			Yorks and Humber	Great Britain
	Stock end 2001	Stock end 2006	% change	% change	% change
Agriculture, forestry & fishing, mining, energy, water	370	355	-4.1	-2.8	-2.6
Manufacturing	2,125	1,770	-16.7	-4.4	-5.7
Construction	1,915	2,290	19.6	20.7	17.6
Wholesale and retail	4,540	4,520	-0.4	4.6	3.7
Hotels and restaurants	1,190	1,355	13.9	16.3	18.0
Transport and communications	825	935	13.3	11.1	10.1
Financial intermediation, real estate, renting & business activities	5,455	6,730	23.4	22.3	17.9
Public administration; community, social & personal services; education and health	1,640	1,610	-1.8	3.4	5.6
Total	18,060	19,565	8.3	9.9	9.5
Source: Small Business Service, DTI					

The government statistics outlined above give a good understanding of the performance of sectors within the Leeds economy. However, these statistics alone only give a limited picture of performance, and many emerging business sectors do not fit neatly into the traditionally defined industrial areas (environmental goods and services, creative and digital industries, and the knowledge economy). In order to address these two issues, information gathered from various sector specific research reports is presented below.

Financial and business services

As the statistics above demonstrate the financial and business services sector is and will continue to be the dominant sector of the Leeds economy. This is important because nationally the sector is seen as crucial to economic growth and particularly to the success or failure of major UK cities.

Over the past decade Leeds has achieved a critical mass of financial institutions and professional expertise as a result of the growth of local financial organisations supplemented by the influx of new firms. As the major financial and business centre in West Yorkshire and the City Region, Leeds plays a key role in the regional economy, not only by providing substantial employment opportunities, with commuters making up 25% of the financial and business services workforce, but also through the support it offers to the corporate infrastructure by providing a range of services indispensable to sound business practice and management.

Research on the financial and business services sector in Leeds undertaken by Experian in 2004 and the Policy Research Institute in 2006 highlighted the key strengths and weaknesses of the sector.

In terms of strengths the city is;

- the largest legal centre outside London in the UK ,and the city's expertise and reputation in the field helps to attract business from other UK centres.
- a major centre for accountancy, banking, insurance, building society finance, stock broking, corporate and retail financial services and venture capital. Leeds' strength in monetary intermediation reflects the fact that the head offices and regional headquarters of many institutions in the sub sector are located in the city.
- very well placed to take advantage of the continued growth, due to its critical mass of companies and broad range of services covered in the supply chain.
- continuing to attract the experienced, highly sought executives and is able to offer highly competitive salaries, career progression, interesting and varied work along with a high quality of life.

The report highlighted two main weaknesses of the sector. Firstly, that it is heavily dependent on the local economy for future expansion, as over half of firms are unable to take advantage of any expansion elsewhere because they are local offices of nationwide banks, building societies, legal and accountancy firms.

The second weakness highlighted was in terms of recruitment and the availability of suitable staff. Many firms are experiencing or expect to experience recruitment difficulties, especially for managerial roles and generic skills. Linked to this was the increasing pressures on the transport infrastructure.

These weaknesses are likely to be heightened given the current credit crunch.

Construction

Over the past decade employment in construction has grown faster than in any other sector. In 2008 the sector employed over 33,000 people and employment is projected to grow by 10% over the next decade.

Research on the sector in Leeds undertaken in 2005 for Leeds City Council, found that the strong economy has driven the growth both in terms of private sector demand for office space, and public sector investment in urban regeneration projects. This sector will therefore also be affected by any decrease in demand, as a result of the current economic climate.

Other key findings of the research were;

- The sector is characterised by many small traders, with over 85% of firms employing less than ten people.
- The market is controlled by national contractors who can meet public sector demands on cost.
- There is no lack of people wanting to enter the industry with Leeds College of Building courses oversubscribed. Employers were concerned by the lack of experience of new entrants. Whilst colleges experienced great difficulty in finding employers willing to take student placements.
- There is an opportunity to better co-ordinate information on the future supply of construction projects and contracts to give confidence to construction businesses to invest in new skills and personnel.

Manufacturing

As the government data above indicates there has been decline in the number of people employed in the manufacturing industry over the past ten years, this decline is predicted to decrease over the next decade. Despite this decrease manufacturing remains the fourth largest sector in the Leeds economy, employing 38,900 people and therefore remains an important component of the city's economy.

Research undertaken in 2005 for Leeds City Council identified the major sub sectors as;

- Food and drink
- Publishing and printing
- Manufacture of furniture and related products
- Manufacture of machinery and equipment
- Fabricated metals and basic metals

Healthcare

In terms of healthcare in 2008 over 53,000 are employed in the sector. It is seen as an important sector not only because of the number employed but also because of its links with higher education and innovation. A 2006 research study by Medilink Ltd showed that Leeds, West Yorkshire and the wider region have significant technological and research strengths with excellent collaboration between universities and the NHS. Specifically it says that the relationship between the Leeds Teaching Hospitals NHS Trust (LTHT) and the University of Leeds provides the region with a national power house for clinical research.

Environmental goods and services

The UK environmental industry is already a dynamic and growing sector. The sector includes some long established industries, notably in the areas of drinking water supply, waste water treatment, and solid waste management. The industry has helped to deal with the legacy of pollution from Britain's industrial past, providing practical and effective solutions to a wide range of environmental problems.

Research commissioned by the DTI showed that in 2005 the Environmental Goods and Services (EGS) sector had a turnover of £25 billion, and employed around 400,000 in approximately 17,000 companies. Turnover was forecast to grow to £34 billion in 2010 and to £46 billion by 2015. There is very little data at a local level, research undertaken by Leeds City Council has identified approximately 400 companies active in the EGS sector in the city.

Creative and digital industries

In terms of creative and digital industries, the sector encompasses a broader range of industries than the traditional media and communications sector and includes the activities of visual arts, architecture, crafts, design, designer fashion, music and the performing arts as well as film and video production, TV and radio and publishing. Research undertaken in 2005 by Leeds University indicates that although the sector is small it is a significant contributor both in direct and indirect economic terms to the city. Due to the fact that there is no standard industrial classification category for this sector, the latest data is from 2006. The data shows the there were 11,583 employed in creative and digital industries in Leeds which is only marginal increase from the 2001 figure of 11, 464, although this may be due to data inaccuracies.

Creative and digital industries	
	2006
Birmingham	14,019
Manchester	12,205
Leeds	11,583
Nottingham	10,029
Bristol	8994
Newcastle	6302
Sheffield	5306
Liverpool	5067
Core Cities	73,505
Yorkshire and Humber	47,539
GB	879,717
Source: ABI 2006	

Knowledge based industries

Another sector of growing importance is knowledge based industries. As with environmental goods and services, and creative and digital industries, this sector draws together a number of sub sectors from the traditionally defined sectors. In general the knowledge sector refers to those industries which are relatively intensive in their inputs of technology and/ or human capital. The OECD definition includes both knowledge based services and high technology industry.

- Knowledge based services; telecommunications, computer and information services, finance, insurance, royalties and other business services.
- High technology industries; aerospace, computers and office equipment, radio, TV and communications equipment, and pharmaceuticals.

Given the strength of financial and business services sector and the continued importance of the manufacturing sector, knowledge based industries are essential to the Leeds economy. Increasingly the businesses that prosper will be those that utilise knowledge, new technology and a skilled workforce.

As with creative and digital industries there is no standard industrial classification category for this sector, the latest data is from 2006. The number of employees in the knowledge economy in Leeds in 2006 was 111,862 which is 26.8% of total employment, which is higher than the national, core cities and regional averages.

Knowledge Based Industries				
	2001		2006	
	Number	Percentage	Number	Percentage
Birmingham	106,139	22.0	109,269	22.2
Manchester	81,046	27.7	99,197	32.4
Leeds	92,612	24.0	111,862	26.8
Nottingham	42,343	23.5	57,125	31.3
Bristol	67,447	28.4	66,113	28.8
Newcastle	34,545	21.0	46,846	25.9
Sheffield	39,515	17.1	51,377	20.7
Liverpool	43,815	20.6	46,252	20.4
Core Cities	507,462	23.2	588,041	25.8
Yorkshire and Humber	350,763	16.6	445,183	20.0
GB	5,571,367	21.9	6,357,281	24.2

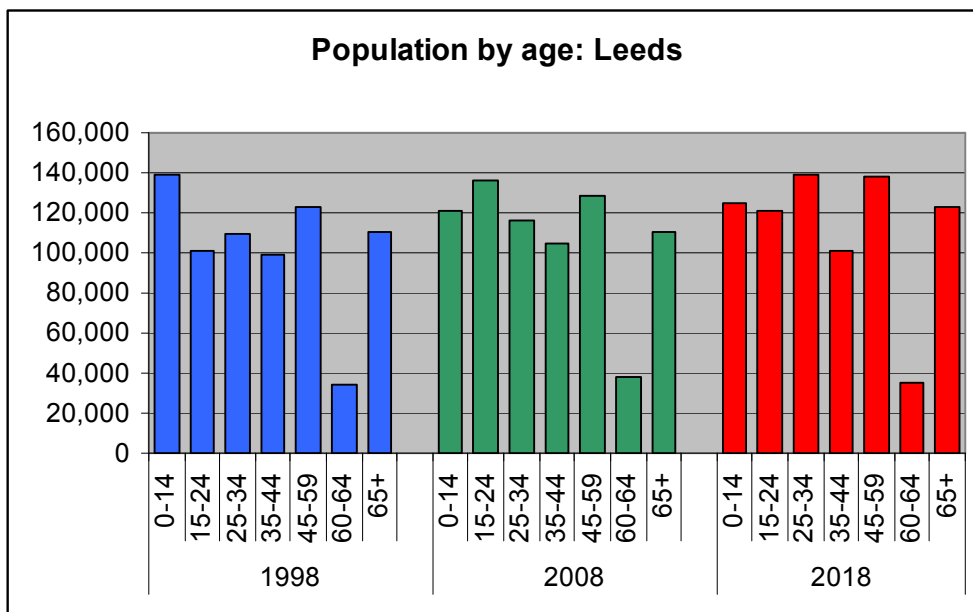
Source: ABI 2006

Demographics

Leeds is the second largest Metropolitan District in England, with a population in 2008 of over 755,000. Over the past ten years the population has grown by 5.5%, which is faster than both Yorkshire and the Humber (4.6%) and the UK (4.6%). Forecasts for the next ten years predict a growth of 3.6% which is lower than the regional (4.2%) and national (4.6%) rates.

The chart below shows the age distribution of the Leeds population over the past ten years and projections for the next ten years. Overall there has been and will continue to be an increase in the 25 to 59 year old population. This is in line with the regional and national figures.

The 2001 Census provides the latest reliable data on the minority ethnic groups which made up 8.2% of the Leeds population. This is lower than the Core Cities (15%) and national (9%) averages, and



higher than the regional (7%) figure. Research by the University of Leeds suggests that by 2030 the minority ethnic population of Leeds will increase to 15%.

Migration

International migration is a key driver of demographic change. The most recent total international migration estimates for 2006 suggest a net-inflow of 191,000 long-term migrants to the UK, 20,000 of which were to Yorkshire and the Humber.

Labour force

Between 1998 and 2008 the resident working age population (15 to retirement) increased by 12.2% to 504,300. Over the next 10 years it is predicted to grow by 2.4% to 516,000 which is above the predict growth nationally (1.5%) and regionally (0.9%).

In 2008, the resident labour force¹ stood at 383,600 which is a 7.8% increase over the previous decade. Over the next decade the growth is predicted to be 4.7%. These rates are in line with the region and the UK.

In 2008 the number of people working in Leeds was 464,000. Net in-commuting stood at 61,000 in 1998 and 90,200 in 2008. It is forecast to rise more slowly, to 92,000 in 2018.

Earnings

In 2007 gross average hourly earnings for full-time workers in Leeds was £10.84, an increase of 18% from £9.18 in 2002. This was below the national average of £11.45 but above the regional average of £10.53.

The gender pay gap in 2007 stood at 11.1%, down from 14.1% in 2002. The gender pay gap in 2007 for the region stood at 13.2% and 12.5% for the UK.

¹ The number of residents in employment and the number of unemployed.

Skills

In 2005, 52.2% of Leeds' 15 year olds had achieved 5 or more GCSE's grades A-C or equivalent, an increase of 7.8 percentage points from 2003. This contrasts with 59.2% across England and an increase of 6.2 percentage points.

In the same year 8% of year 11 pupils (aged 15-16) were not in education, employment or training compared with 4% in 1999. The most common option for year 11 pupils is to stay at school (39%) or enter further education (34%).

In 2004-05 there were 81,382 students in Leeds' Further Education Colleges an increase of 23% (15,470) from 2001-02. Of 16 to 19 year olds in Leeds, 52.2% were in full time education in 2004-05, compared with 59.5% in 1999-2000. The averages nationally for these same time periods have stayed consistently around 57%.

In terms of skills levels amongst the working age population, the table below shows that Leeds is well above the regional averages for all qualification levels, above the national averages for NVQ 1,2 and 3 attainments, and inline with GB for those qualified to NVQ 4+. In addition Leeds has lower numbers of people without qualifications.

Working age qualifications	2000			2006		
	Leeds	Y&H	GB	Leeds	Y&H	GB
% with no qualifications	15.1	18.0	16.8	12.2	15.3	13.8
% qualified to NVQ 1+	77.3	73.6	73.5	78.4	76.4	77.8
% qualified to NVQ 2+	61.4	56.0	57.9	65.7	60.7	63.8
% qualified to NVQ 3+	43.3	37.3	39.3	47.4	41.4	45.3
% qualified to NVQ 4+	25.0	19.5	22.5	27.3	22.7	27.4

In terms of staff training research by the Learning and Skills Council shows that in 2003, 69% of organisations in Leeds had undertaken staff training in the previous 12 months. Only one third of Leeds businesses felt that the skills of their workforce did not need improving.

Economic inclusion

Although the economy of Leeds has thrived in recent years, there still remain areas of the city which have not benefited from its wealth.

The Index of Multiple Deprivation 2007;

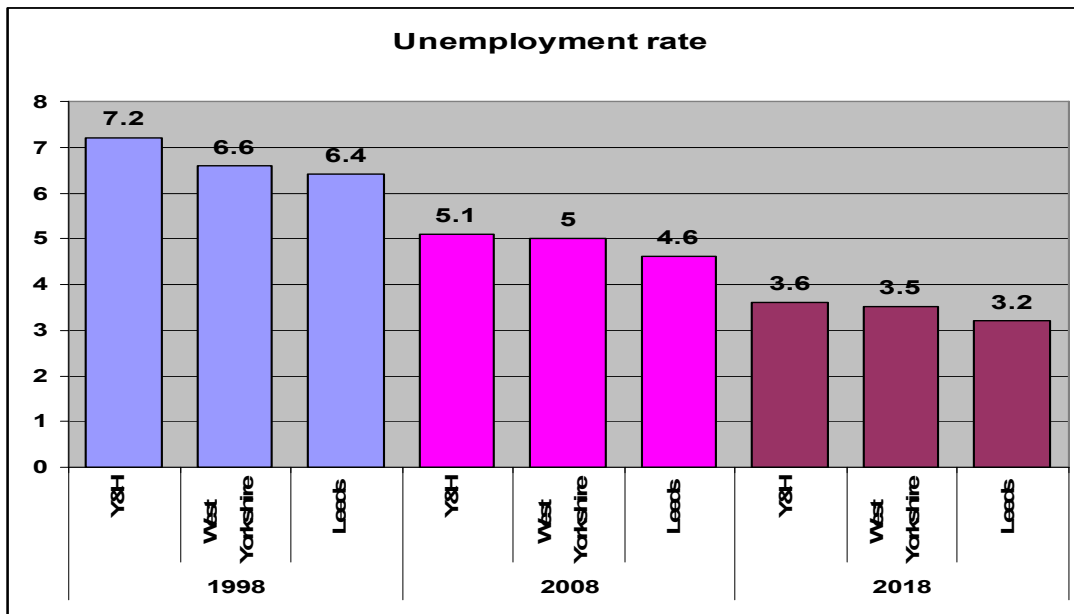
- 20% of Super Output Areas (SOAs)² are in the 10% most deprived SOAs nationally. This compares with 17% for the region and 33% for Core Cities.
- Half of the wards in Leeds do not have any SOAs in the worst 10% nationally.
- Five wards have more than half their SOAs in the 10% most deprived nationally.
- 12% of SOAs are in the worst 10% for the employment domain, with 6 wards having higher than 25%.

There has been a relative improvement in these figures since the Index of Multiple Deprivation 2004.

Unemployment and Incapacity Benefit

Over the past ten years unemployment (ILO definition) has continued to fall by about a quarter with 23,000 unemployed in 1998 compared with 17,500 in 2008.

² Local areas of approximately 1500 people.



In recent years the number of people claiming Incapacity Benefits/Severe Disability Allowance has also decreased with 31,190 claimants in 2007, a reduction of 4.5% since 2002. In England, over the same period the number of claimants fell by 3.1%.

Work undertaken by Sheffield Hallam University provides estimates of the number of sickness claimants who could reasonably be expected to have been in work in a fully employed economy. They estimate that, of those claiming Incapacity Benefits/Severe Disability Allowance in Leeds, 9,500 could be expected to work in a fully employed economy.

Working Poverty

For some, wages alone are unlikely to provide an adequate income to ensure avoidance of poverty. Working poverty is linked to low pay, although not all low wage workers are in poverty. The Low Pay Commission have identified ten low pay sectors. It is estimated that 143,000 employees work in these sectors in Leeds of which 16,000 were paid at or below the minimum wage in 2005. In 2007 the low pay threshold was approximately £7.33 (above the main rate national minimum wage of £5.52). Approximately 18% of Leeds' employees are in this category (LCC, 2008).

Places

As the second largest Metropolitan District in England, Leeds is a geographically and varied city, with a thriving city centre, numerous towns and villages, and a number of major regeneration schemes. Located at the centre of the UK, and of a much larger city region which includes, Barnsley, Bradford, Calderdale, Craven, Harrogate, Selby, Wakefield and York, Leeds is able to draw on a large population to fuel its economy.

Property and employment land

Over the last 10 years, £3.5 billion of major property schemes have been completed in the M.D., with over a quarter being mixed use schemes. This compares with £1.4 billion between 1987 to 1997, at current prices.

At the end of 2007, £2.2 billion of schemes were under construction and a further £5.1 billion proposed, compared with £128 million under construction and £1 billion proposed in 1997, at current prices.

Employment land demand forecasts for the period 2006-26 imply that the M.D. will need to identify between 236 and 258 hectares (947,000 – 1,032,000 sq m) of land for office development, 170- 291 hectares for industry and 210-220 hectares for storage and distribution. However, the Regional Spatial Strategy (expected to be published in May 2008) might require even more land to be allocated. The current supply of employment land is around 750 hectares. An assessment of the suitability of these sites is currently under way. Much of the supply is in the Aire Valley.

City Centre

Leeds city centre is a key element of the city's economy. Total employment in the city centre in 2006 was approximately 130,000. This equated to 31% of the M.D.'s 417,000 employees and represents a 12% increase on 2000. Over the same time period, total employment across the M.D. grew by approximately 8%.

The three largest city centre employment sectors are: financial and business services, public services and distribution. Together they account for 83% of the city centre's employment and 26% of the M.D.'s total employment.

The average annual city centre office take-up was 48,000 sq m over the last five years, compared with 42,700 sq m for out of town.

Another important city centre sector is tourism, although comparative data are not available. Yorkshire Tourist Board's information for the M.D. as a whole estimated that in 2006 the overall value of tourism was £639m, supporting in excess of 13,000 full time equivalent jobs.

Between 2000 and 2006 the number of people entering the city centre in the morning peak increased by 11%. At the same time there was an increase in the proportion of people accessing the city centre by public transport (bus or train) from 35.6% to 39.2%.

In terms of the physical development of the city centre, two major retail developments underpin the city's role as the regional shopping centre. The **Eastgate Quarter** located between the civic quarter and the existing retail quarter, will create approximately 1.45 million sq ft of retail space and other uses. The **Trinity Leeds** site which is bounded by Briggate, Boar Lane, Commercial Street and Albion Street is a £300 million, 66 unit retail development covering 320,000 sq ft.

Town centres

The M.D. has 28 town, market town and District centres providing a range of shops (2,543), services, community facilities and employment opportunities. Many have good public transport access.

Major regeneration schemes

Aire Valley Leeds is one of the most significant areas (1000 hectares) of new investment and employment opportunity in the Yorkshire and Humber region. On top of the existing employment base of 400 businesses employing 15,000 people, the area contains significant areas of potential development land where new investment over the next ten to fifteen years could create a further 29,000 jobs.

In addition to major new employment uses, the area also offers opportunities for residential and leisure development, linked particularly to the waterfront.

Plans to create **Holbeck Urban Village** just to the south of Leeds city centre, could see the creation of thousands of new jobs and attract investment of around £800 million into the area over the next 10 years.

Holbeck Urban Village aims to create a new business and residential community, focused on creative and digital media. It is anticipated that the urban village will provide a vital link between the city centre and surrounding communities, complementing existing facilities, and filling the gap where facilities are missing.

The **East and South East Leeds** (EASEL) regeneration programme take a housing market renewal led approach to delivering physical, social and economic regeneration. The EASEL area is home to almost 79,000 people and includes the communities of Harehills, Gipton, Halton Moor, Seacroft, Osmondthorpe and Richmond Hill.

Housing market

The 2007 Leeds Strategic Housing Market Assessment concluded that the housing system in the city is currently undergoing dramatic changes. The key elements of this change are:

- the provision of affordable housing in a market that is seeing the purchasing power of residents stretched;
- the link between economic growth and housing provision and the impact on city centre development;
- neighbourhoods that are characterised by high levels of household churning and instability and a changing role for social housing in respect to changing household expectations, the impact of socio-economic changes and provision for an ageing population;
- the reduction in housing stock and the changing profile of social housing tenants;
- and the location and impact of moving a student population.

Overall the market outlook depicts pressure points everywhere within the Leeds market. House prices were rising at a much faster pace than earnings thereby creating widespread affordability issues. Even the relatively small pockets of excluded neighbourhoods were experiencing a 'warm up' of prices/ rents as households and developers move to wherever is available.

SWOT analysis

Overall the economic data demonstrate a positive picture for the city, but there area some areas of concern. The following analysis identifies the strengths and weaknesses of the Leeds economy along with potential opportunities and threats.

Strengths

- Good employment rates in line with regional and national averages.
- Unemployment has fallen over the past decade and is forecast to continue this trend over the next 10 years.
- Over the past 5 years the number of people claiming Incapacity Benefit has fallen.
- The proportion of 15 year olds achieving 5 or more GCSE's grade A-C has increased by 7.8 percentage points since 2003.
- Skill levels of the working age population compare favourably against regional and national averages.
- The city remains the largest employment centre in the region. Projections suggest the growth in the economy will continue over the next decade but at a slower rate.
- The largest centre in the country for financial and business services outside of London. This is a key regional cluster.
- GVA increasing at a higher rate than the region and in line with national growth.
- A buoyant property market with over £3.5 billion of major property schemes completed over the last decade.
- The city centre remains a thriving hub of economic activity and hosts much of the key financial and business services cluster.

Weaknesses

- 18% of employees in Leeds are on low wages.
- 20% of the M.D's Super Output Areas are ranked in the 10% most deprived nationally, but employers are demanding higher skill levels and Leeds labour market extends well beyond the M.D.
- The proportion of 15 year olds achieving grades A-C at GCSE is still well below the national average.
- The percentage of 15 to 16 year olds not in education, employment or training has doubled since 1999.
- Only a third of Leeds businesses are happy with the skills of their workforce.
- Pressures within the housing market.

Opportunities

- Strengthen knowledge based sectors, innovation and graduate retention.
- Transformation of the city centre to provide a level of quality comparable with major European cities.
- Further develop the M.D's town, market town and District centres, where appropriate, so they provide employment opportunities accessible to all.
- Build on the city's higher education assets.
- Build on the city's growing reputation for creative and media excellence.
- Strengthen environmental goods and services, and the health sectors.
- Develop the Aire Valley as a strategic employment location meeting a significant proportion of the future demand for industrial and storage/ distribution land.

Threats

- The increasing number of commuters entering the city centre combined with forecasts for continued economic growth will put further pressure on the city's transport networks, and could inhibit the further growth of the financial and business services cluster.
- Continued areas of deprivation and residents who are socially and economically excluded.
- Increasing number of 15 year olds not in education, employment or training.
- Skills gaps.
- Down turn in world wide financial markets and possible economic recession.

Key data gaps

The following areas have no or limited reliable data;

- Foreign Direct Investment (FDI) and international links.
- Innovation and R&D. Yorkshire Forward's Survey of Regional Economic Trends is a company survey covering a range of issues including innovation and R&D. Data can be obtained for Leeds although accuracy may be compromised due to the sample size.
- SIC codes do not reflect Environmental Goods and Services or Tourism activities.
- Graduate retention, particularly in terms of the relationship between the knowledge economy and graduates.
- Local level migration.
- Minority ethnic population data.
- Local level skill gaps.
- Extent and dynamics of working poverty.

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APPENDIX

WEST YORKSHIRE STRATEGIC ECONOMIC ASSESSMENT 2006: EMERGING POLICY PRIORITIES FOR LEEDS

Key issues

- Maintaining a high rate of growth of the Leeds economy, building on the City's strength with regard to business services, higher education and culture and leisure.
- Identifying and addressing constraints which will restrict growth, including both infrastructure and the functioning of the City, and the skills of the wide labour force.
- Ensuring that educational performance in the most deprived areas is improved to enable people in these communities to access employment opportunities.
- Tackling other barriers that people in the most deprived communities face.

Specific policy implications

More businesses that last

- Leeds employment growth has slowed slightly in recent years and since 2000 the level of new business starts has declined. Although Leeds is a dynamic and growing economy its importance to the sub region and region means that there should be a focus on generating new investment, business growth and entrepreneurial to grow the economy at a faster rate.
- The awarding of LEGL funding to Leeds provides an excellent opportunity to stimulate entrepreneurial activity and generate new businesses in Leeds.
- While the supply of land appears to be in line with future projected usage the cost of land and office rentals are high. Leeds may be affected if companies seek to locate back office and other functions to less expensive locations.

Competitive business

- Leeds is the major employment centre in West Yorkshire which is the major sub region in terms of the scale of its economy. Maintaining a high level of growth in Leeds is a regional priority.
- While employment has increased significantly between 1996 and 2004, the rate of growth slowed down after 2000, in spite of the presence of a number of very strong sectors.
- The continuing development of the key sectors of finance and professional services, creative and digital and tourism needs to be focus to ensure that Leeds makes a further, major contribution to regional economic growth.
- Leeds has a very strong research base in its two universities that can help develop products and processes to maintain the competitiveness of more traditional sectors and further the development of emerging sectors with strong growth potential.

Skills

- Overall Leeds has a well qualified workforce, although given the relative under performance at GCSE/ A-level, this reflects its ability to draw from a wide labour market including all of the sub region and beyond.
- There is a spatial concentration of poorer educational performance, with a number of wards in central Leeds performing very poorly at GCSE.
- Employers in the City report high levels of skills gaps and skill shortage vacancies suggesting some mismatch between skills of the workforce and the skills employers require.
- Employers in Leeds are relatively good at providing training and should be supported to continue doing so.

Connecting people

- The Leeds economy is strong and contains by far the greatest level of employment opportunity in the sub region. Given the clear concentration of issues in certain locations, a targeted geographical response is required that aims to connect people in these areas to the opportunities that the Leeds economy offers.
- As with all major cities, Leeds has marked contrasts between its wealthier and more deprived wards are amongst the most severe in the sub region.
- Profiles of the poorest performing areas show that issues of economic activity, employment, education and health are all significantly worse in these areas than elsewhere in the sub region.
- The majority of employment opportunities in the district are accessible from central Leeds and the local transport network is good. Efforts to connect people in areas of high unemployment to these opportunities must be made.

Transport, infrastructure and environment

- Leeds is by far the largest economy in the sub region and while public transport is relatively good and fairly well used the road network struggles due to the sheer volume of transport during peak hours.
- As well as economic costs to business and the inconvenience to road users there are environmental implications from having such a high volume of transport on the roads.

Stronger cities, towns and communities

- The affordability of housing in Leeds will undermine efforts to reduce commuting and potentially impact on economic growth. It will also reduce the attractiveness of Leeds to inward investors.
- Further development of the cultural offer to support the position of Leeds as a main cultural centre and one of national significance is required to both help develop employment opportunities in this important sector as well as develop Leeds' image as a place to live, work and visit.
- Improving educational performance within the poorest performing parts of Leeds is required to open up employment opportunities for local residents in deprived neighbourhoods.
- Further expand the range of business locations the city centre to accommodate additional growth and counteract high commercial rental levels is likely to be required.
- Tackling the congestion of central Leeds needs to take place, if left unchecked this will erode the centre's attractiveness as a location for business.

POLICY CONTEXT SUMMARY

1. EUROPEAN LEVEL

All European economic policy is now based on the Lisbon Agenda, which was launched in March 2000 and re-launched in March 2005. It aims to make the EU **“the most competitive and dynamic knowledge-based economy in the world, capable of sustainable economic growth with more and better jobs and greater social inclusion”** by 2010 and is often encapsulated by the statement **“more and better jobs”**.

Following up on the Mid-term Review, early in 2006 the Commission published a paper in which it identified four key areas where reform was most urgently needed: improving labour markets and promoting employment and skills; boosting research and innovation; improving the business environment, especially for SMEs; securing sustainable energy supplies.

In terms of the economic agenda Lisbon identifies 10 priorities: more and better jobs: adaptable workforce; better education and skills; a stronger industrial base; investing in research and development; boosting innovation; improving infrastructure; effective internal market; free and fair trade; better regulation. Increasingly national and regional economic priorities have been brought into line with this and the Yorkshire and Humber RES priorities look quite similar.

All European funding is now dependent on delivering the Lisbon Agenda across Europe and in the more established European countries such as the UK the focus is further narrowed towards innovation and enterprise. The latest European programmes will run from 2007-14. European Regional Development Funds are administered at the regional level by the Regional Development Agencies.

The operational programme states how ERDF funds should be spent in Yorkshire. It highlights 3 priorities: promoting innovation and R&D(€62m); supporting and simulating successful enterprise (€175m); sustainable communities (€62m). It is likely that the first two priorities will be matched at source by Yorkshire Forward with little access available to local authorities. However it is also likely that Priority 3 sustainable communities will be largely spent through the local authorities and will be targeted at the 10% most deprived super output areas. Leeds benefits from this and has greater coverage than any other district in the region. The table below show this.

District	No of SOAs	Population Covered	% of District	Main impact	Other areas
Leeds	61	90,030	12.6	South and SE Leeds	Middleton, Beeston, Holbeck

European Social Funding is administered at a national level, with co-financing by the Local Skills Council meaning that projects need to conform to their policies and priorities. It is envisaged that it will be difficult for local authorities to gain access to this funding. Increasingly funds are being aimed at innovation projects and money is also being directed at trans-national projects.

Framework Seven (FP7) or SMART money has the greatest allocation of European funds for economic growth. Currently Yorkshire has a poor record in attracting this type of funding. As it is constantly growing in size, it is an area that Leeds should focus on in the future.

2. NATIONAL LEVEL

Sub National Review of Economic Development and Regeneration - July 2007

Background

The review of economic development and regeneration aimed to :

- Strengthen economic growth so that government achieves its ambitions set out in the regional economic performance PSA target (improve sustainable growth in all English regions and reduce the gap in growth rates)
- Deliver regeneration and neighbourhood renewal to meet the government's objective of tackling disadvantage as set out in the Neighbourhood Renewal PSA target (narrow the gap in health, education, crime, worklessness, housing and liveability outcomes)

The review identifies reform in four key areas: Empower all Local Authorities to promote economic development and neighbourhood renewal; Work with LAs to improve their capacity to deliver on their new enhanced role for economic development and neighbourhood renewal; Strengthen the regional level; Reform government's relations with regions and localities.

Implications for local economic development

1. A new statutory duty for LAs reinforces the need to produce a new economic development strategy which is fit for purpose
2. The possibility of devolution of economic development funding from RDAs to sub regions/city regions if we can demonstrate the capacity and capability
3. Reinforcement of the strategic and operational role of RDAs with the abolition of Regional Assemblies and the creation of a single regional strategy combining the RES and RSS. The joining up of funding streams such as the single pot and European funding at the regional level also reinforce the future importance of RDAs.
4. Reinforces the importance of the government's business support simplification programme to rationalise/control all business support at the regional level (conflicting objectives with local programmes such as Leeds LEGI)
5. Signals the downsizing of the LSC and the return of FE funding (14 to 19 education/ skills) to LAs (presumably responsibility resting with Education authorities)

3. REGIONAL AND SUB-REGIONAL LEVEL

The Regional Economic Strategy (RES)

A 10-year RES for Yorkshire and the Humber was approved by the Government in 2000. The Government requires Yorkshire Forward to carry out three yearly reviews. The latest review, for the period 2006-15, took place during 2005 and early 2006 and was issued in May 2006 (Revised Government Draft, May 2006)

The current RES provides a framework of priorities around which businesses, public agencies, voluntary groups and communities can focus their investment and effort. The strategy is owned, and can only be delivered, by the whole region working together.

The Strategy has **3 strategic aims**: realising the potential of the entire region's people; growing existing and new businesses; and protecting, enhancing and utilising the environment. Below these aims are **6 objectives**: more businesses that last; competitive businesses; skilled people benefiting business; connecting people to good jobs; transport, infrastructure and the environment; stronger cities, towns and rural areas.

The RES also identified **9 priorities**: transport improvements; skills; physical development; education for enterprise; full employment; innovate; business support; climate change; diversity and renewal. It is increasingly felt, although hasn't been implicitly stated by Yorkshire Forward, that the RES objectives will be replaced in terms of importance by the policy products contained within the 2008 Corporate Plan (see below).

Yorkshire Forward – Corporate Plan

During the 2008/11 Corporate Planning period Yorkshire Forward will adopt an integrated approach to their key policy areas. Policy product ranges will be developed for each of the 11 key policy areas. They are intended to explain the economic rationale for the policy priorities, to clearly articulate the nature of our interventions and begin to set out the method of delivery. These policy product ranges will cover a three-year period - and will be reviewed annually. They provide the basis for all of the policy priorities:

Corporate Objective	Policy Product Range
Helping people to access good jobs, skills and transport	Skills Transport Economic Inclusion
Helping businesses to start-up, grow and compete through innovation	Competitiveness Enterprise/Access to Finance International Business
Regenerating cities, towns and rural communities	Urban Renaissance Rural Renaissance Lower Carbon Economy Property Visitor economy and Major events

Each policy product range will:

- Set out the rationale and key policy priorities that Yorkshire Forward will commission through the Policy Product Range, as well as match-funders and key delivery agencies
- Set out the geographic rationale and priorities for the Policy Product Range
- Identify the strategic added value the policy product range Yorkshire Forward will deliver to address wider RES targets by influencing the investment and policy decisions of what others will do to deliver the RES through Key Account Management of major businesses, partners and public agencies

Following the development of the policy priorities, geographically focused programmes will be developed. Yorkshire Forward propose to work principally with Local Authorities to develop Geographic Programmes, as well as with other key partners such as Local Strategic Partnerships, the Universities, the LSC, Job Centre Plus and the Government Office to ensure that the Geographic Programmes are fully integrated with other investments.

Regional economic policy

This is led by Yorkshire Forward and implemented via the RES. Economic funding at a regional level, administered by Yorkshire Forward, is called Single Pot. Since 2004 single pot funding has been organised at sub-regional level and has been spent in conjunction with Sub Regional Investment Plans (SRIPs). These are a way of prioritising funding in the sub regions and last five years. The current SRIP is therefore due to cease in 2009. However, the sub regions are currently in the process of being replaced by city regions, therefore after 2009 all investment planning will be carried out at the city region level.

The Leeds City Region

Incorporates 10 districts from West Yorkshire, parts of North Yorkshire and Barnsley. It has been designed to more accurately replicate the economic footprint of the local areas and ensure closer linkages between districts whose economies are already closely linked. In 2006 the Leeds City Region Development Plan was launched, which is a strategic document which highlighted both the drivers and inhibitors to further growth across the area.

The CRDP puts forward a growth scenario to achieve 4% per annum growth in GVA per capita across the city region over the coming ten years. This growth rate would be sufficient to close the productivity gap with the England average over the same time period and contribute to the Northern Way's aim to close the £30 billion gap in the North. This would create around 150,000 net new jobs and result in a £21.5 billion increase in GVA across the city region over the ten year period.

The financial and business services sector is identified as the key industry that will drive the city region's economic growth and competitiveness over the next 10 years. Future economic growth will not be driven solely by the City of Leeds and therefore a key element of the CRDP is to ensure that the city region has a 21st Century transport infrastructure that supports stronger links around the city region, particularly between growth locations and to rural hinterlands.

Plans are currently being made to transfer the investment planning process from the sub regions to the city regional level. Shadow arrangements for this should be in place by April 2008 with a full transfer of powers in April 2009. It is also anticipated that European funds will be brought into line with the investment planning process to a greater extent than they currently are.

Advancing Together

This is the vision for the region and is produced by the Yorkshire and Humber Assembly in partnership with key stakeholders. It aims to establish a shared vision for Yorkshire and Humber. In doing this it sets out six clear objectives to focus work on delivering the vision. It also provides a framework for integrating key regional strategies such as the RES and RSS. To achieve these goals there are thirty two indicators identified for measuring progress in the region.

The Regional Spatial Strategy

This is the other main regional document which influences economic policy. The RSS sets out regional priorities in terms of location and scale of development, including: economic development; housing; transport and communications; the environment (including water, minerals and waste, energy generation and use); tourism and leisure; urban and rural regeneration. RSS plans for substantial housing and employment growth in Leeds and the Leeds City region. The revised RSS is likely to be published by the Government Office in Spring 2007.

4. LOCAL LEVEL

Vision for Leeds 2004 to 2020

The Vision for Leeds is the Sustainable Community Strategy that sets out the long term ambition and aspirations of the City. It was published in 1999 and updated in 2004. It has three main aims;

- Going up a league as a city.
- Narrowing the Gap between the most disadvantaged people and communities and the rest of the city.
- Developing Leeds' role as the regional capital.

It is stated that these aims cannot be achieved independently of one another. Eight strategic themes are necessary to deliver the Vision;

- Cultural life
- Enterprise and the economy
- Environment city
- Harmonious communities
- Health and wellbeing
- Learning
- A modern transport system
- Thriving places.

A wide range of plans and strategies has been developed under the vision themes, including; the Regeneration Plan, City Centre Strategic Plan, Every Child Matters and the Renaissance Leeds Partnership Prospectus.

Leeds Strategic Plan 2008 to 2011

The Leeds Strategic Plan will be the key delivery plan for the Vision for Leeds, and will be based on the eight established themes. The Plan will set out strategic outcomes and key improvement priorities to be delivered either by the Council on its own or in partnership with others. It will bring together the existing Council Corporate Plan, Local Area Agreement and Regeneration Plan.

Consultation on the draft improvement priorities has now taken place and a consultation report was published in December 2007. The final version of the Leeds Strategic Plan is due to be presented to the Council and the Leeds Initiative in March 2008.

The proposed strategic outcome for the Enterprise and Economy block are;

Vision Themes	Draft Strategic Outcomes - what we want to see by 2011	Draft Improvement Priorities - our focus during 2008-11
<p>Enterprise and the Economy: Promoting Leeds as the regional capital Leeds will be a competitive international city. It will contribute to the national economy and will support and be supported by an increasingly competitive region</p>	<p>Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre.</p> <p>Increased entrepreneurship and innovation through effective support to achieve the full potential of people, business and the economy.</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>Increase international communications, marketing and business support activities to promote the city and attract investment.</p>

ECONOMIC SLOWDOWN BRIEFING PAPER**1.0 UK CONDITIONS**

Recession is often defined by economists as two consecutive quarters of negative growth in real GDP. Against the background of the credit crunch (impacting on housing but with the potential to hit the wider economy), soaring oil prices, and rising fuel, food and commodity prices, there is much speculation about the risks of a UK recession. A growing concern is of “stagflation” – stagnation with inflation, which poses a dilemma for the Bank of England when it sets interest rates. The direction of several recent indicators and surveys suggest genuine cause for concern, but as of July 2008 the UK, although slowing down, is not technically in recession according to the definition above.

1.1 GDP

The UK has enjoyed 64 consecutive quarters of economic growth. Growth in Q2 2008 was 0.2% and 0.3% in Q1.

Each month the Treasury asks independent economic forecasters to submit predictions for the economy. The latest average is for 1.8% growth in 2008 and 1.4% in 2009. Only one economist predicts a recession.

The NIESR says the UK economy will have the slowest rate of growth in 2008 since 1991 but will narrowly avoid going into recession, with recovery from 2010.

Experian in July said that Yorkshire and Humber growth would slow from 3.7% in 2007, to 1.5% in 2008 and 1.1% in 2009. It would then start recovering, to 2.5% in 2011.

1.2 Company health

The British Chambers of Commerce Survey Q2 2008 results highlight what they say are serious risks of UK recession. Most balance figures have reported sharp falls, and some are at levels not seen since the early 1990s. In manufacturing, balances for home sales and orders, employment expectations and cash flow fell sharply and moved negative. Investment and confidence, whilst positive, recorded big declines. Exports improved, however. In services, balances recorded even bigger declines than manufacturing. Home sales and orders were sharply down, and are negative. Other balances are positive, but fell. Overall, there are worsening dangers of falls in output. Intentions to raise prices are high, but weak demand and the squeeze on disposable incomes will thwart attempts to secure big price rises. Threats to growth are more alarming than the dangers of higher inflation.

Deloitte in July said the number of companies going into administration had risen 16% in the year and was expected to worsen. The number of property and construction companies was up 54%.

1.3 The labour market

There are currently faint signs of the labour market weakening. The claimant count rose by 15,500 to 840,000 in June, the biggest rise since December 1992. Labour Force Survey unemployment, which uses the ILO definition of unemployment, was unchanged in the March-May quarter at 5.2%. Migrants returning to eastern Europe might help keep unemployment down. The working age employment rate was 74.9%, the same as the previous quarter. Vacancies were down by 32,200 compared with the previous quarter, to 655,100.

1.4 Manufacturing sector

Output fell by 0.2% in the March-May period compared with the previous 3 months. Firms are under increased price pressure, with output, new orders and employment declining. The sector appears to be suffering from the credit crunch and soaring commodity prices.

1.5 Retailing

ONS: retail sales were up 3.6% in May but fell 3.9% in June, the sharpest fall since the series began in 1986.

Lambert Smith Hampton (LSH) say that the retail property market is facing its toughest time since the early 1990s. Consumer confidence and demand is falling as a result of the credit crunch, higher inflation and the housing downturn affecting disposable income. Meanwhile, the market will see an increase in space due to city centre openings, with department and large clothing stores being the main occupiers. Their success will depend on consumer demand.

Experian says that out of town shopping centres experienced a 5.8% fall in visitor numbers in June compared with 1.5% in town centres.

1.6 Financial and business services

The financial services sector, the prime mover in jobs growth across most of Britain's cities, is already experiencing some job cuts, and the likelihood is high that these are only the beginning. Although between 1996 and 2006 there was a slight down-turn in jobs in financial services, analysis suggests that some jobs have been out-sourced from London to regional headquarters. Looking in more detail within England, larger cities such as London, Leeds and Manchester have all specialised in financial services to some degree, but so too have medium-sized cities such as Norwich, Brighton, York and Leicester. This raises questions about what the impact of the credit crunch might be on British cities.

London and the Greater South East are already experiencing the impact of thousands of layoffs in the City of London and the City is the local authority likely to suffer most from the credit crunch. However, those working in these industries are likely to be highly skilled and relatively flexible when it comes to looking for alternative employment as well as be more likely to receive a reasonable financial settlement and be sufficiently financially secure to be able to manage the risk of being unemployed for a period of time. In addition, the relatively diverse industrial base within and cultural and creative industries, is likely to mean that London's overall economic performance is not too badly dented. London and the South East

have also historically bounced back from economic slowdowns rather faster than other regions.

This means other cities may take the brunt of any slowdown. It is cities that are most reliant upon financial services as their main source of knowledge intensive employment that are likely to be most vulnerable. The next twelve months is likely to see some rationalisation of intermediate level jobs in call centres and the cities that have gained jobs most recently may be most likely to lose them now. Work by Oxford Economics lists the local authorities most vulnerable to the effects of the credit crunch. All are either London-based or tend to be medium-sized or smaller cities.

Oxford Economics top 10 list of most vulnerable local authorities to the effects of the credit crunch

1. City of London
2. Tower Hamlets
3. Chester
4. Bournemouth
5. City of Westminster
6. Calderdale
7. Kensington and Chelsea
8. Blaby
9. Macclesfield
10. Milton Keynes

1.7 Construction Sector

Construction activity slowed at its fastest rate for at least 11 years in June as the sector was hit by a sharp slump in house building. The Chartered Institute of Purchasing and Supply (CIPS) said its Construction Purchasing Managers' Index - which measures overall industry performance - dropped 5.1 points to 38.8 in June, the biggest monthly fall since the survey began in April 1997. A figure of 50 represents growth.

The Construction Products Association said in June that the number of housing starts in 2008 was likely to be the lowest since 1945 and 27% down on 2007.

The CIPS housing activity index dropped to 25.6 in June from 32.7 the previous month, also the lowest reading on record. Both other industry sub-sectors registered falls as well, with commercial activity down from 43.6 to 41.1 last month, and civil construction down to a new record low of 40.0, from 52.5 in May. The construction sector has been among the worst affected by the recent economic slowdown, with borrowing harder to come by as a result of the credit crunch and soaring raw materials costs taking its toll. Housebuilders have been hit particularly hard by the credit crunch as the mortgage drought has meant homebuyers have been unable to secure the finance they need, while property price falls have put people off buying a home.

CIPS data reveals lower employment levels in the UK construction sector after 23 consecutive months of growth. June saw the seasonally adjusted Employment Index come in at 47.8 - down from 50.2 in May. Many of Britain's larger firms such as Persimmons, Taylor Wimpey and Barrats have announced large job cuts recently. The Housebuilders' Association in July said that job losses in house building could

rise to at least 12,000, with another 35,000 in sub-contractors. Losses are already around 6,000.

1.8 Property markets

The Q2 2008 RICS Commercial Market Survey says that tenant demand for commercial property declined at the fastest rate in the survey's history (i.e. since 1998). Demand is weakest in retailing and fell to a lesser degree in industrial and office markets. There was rise in the availability of floorspace across all sectors, with a strong increase in retailing, and modest increases in industrial and offices. Confidence in the outlook for occupier demand and rents is the lowest in the survey's history. The rental outlook in office markets was sharply re-assessed as the economy has slowed down and has broadened to sectors outside of financial. The value of inducements increased at the fastest pace in the survey's history. Investment demand and capital values declined.

1.8.1 The office property market

According to LSH (National Office Report 2008, June 2008 and Weather Map, July 2008) 2007 was the peak in the market, with take-up the highest since 2000. The sector is now more vulnerable than at any point since 2001-2, with the economic downturn likely to impact on occupier demand and increasing the risk of over-supply in the medium term. Many consented schemes will be put on hold in the next 15 months. Demand will strengthen from 2010.

Central London is leading the office market slowdown The liquidity crisis is having a strong effect on financial and business services. The impact is most likely on the City of London, a global financial centre, where big job losses and lower occupier demand are expected.

The rest of the UK is more resilient due to low vacancy rates. If occupier demand holds up the space scheduled to come on-stream will be absorbed because the credit crunch and removal of empty property rates relief will put a brake on speculative construction. Supply is tight in Leeds, Manchester, Birmingham, Bristol and Glasgow and a huge overhang of space is not expected in these centres.

1.8.2 The industrial market

LSH says there are testing times ahead but a more positive outlook for distribution, due to the internet and food retailing growth. Rental growth is likely to remain positive in 2009 because of constrained supply, even though demand is slowing. Removal of empty property rates relief will curb speculative development to at least 2010.

1.8.3 The housing market

Mortgage approvals in June were the lowest since records began in 1993 and 69% down on June 2007.

House prices fell 6.1% in the year to June, according to HBOS.

The RICS survey (June 2008) finds that the housing market is still weak but sentiment improved slightly. New instructions to sell property declined for the 6th consecutive month, reflecting the absence of distressed sales. This, they say, is consistent with the low level of mortgage arrears and high level of employment.

The Council of Mortgage Lenders estimates that there were 27,100 repossessions in 2007 and is forecasting 45,000 in 2008. However, this would represent only 0.38% of the UK's 11.8m mortgages. Mortgage arrears do not appear to be arising in most households.

Allsops (Residential Market Conditions, June 2008) say that the worsening state of the UK economy and the fall-out from the credit crunch mean that lending is very tight. Mortgage approvals fell to 36,000 in June, 69% down on June 2007 and the lowest since reporting began in 1993. Inflation has to be kept in check and so interest rate reductions are unlikely. The pace of house price falls quickened in the second quarter of 2008.

Allsops think that houses, and apartments in small developments, will outperform apartments in high density, city centre developments. Developers are finding it difficult to shift stock. In the longer term, they expect prices to fall and developers are finding it difficult to raise finance to fund future schemes.

In the North, prices in high density blocks face significant downward pressure. There is an increasing number of repossessions of city centre apartments. Developers prefer planning permission for houses to apartments, and are increasingly mothballing sites until conditions improve.

Over-supplied city centre new-build flats (excluding central London) will be the most vulnerable sector nationwide in the future.

2. CONDITIONS IN LEEDS

2.1 Company health

Leeds Chamber of Commerce quarterly economic survey April – June 2008 notes that “almost every key indicator has shown a significant deterioration over the past three months with home sales, orders, investment and business confidence in particular falling sharply. Taken together the figures suggest the crisis of confidence evident over the previous six months has turned into something more serious with the prospect of worse to come as order books, expectations for employment and profitability are all down”.

Press reports of companies creating and losing jobs present a mixed picture (see separate file). Since the start of 2007 there have been numerous reports of companies expanding as well as closures and retrenchments.

2.2 Labour market

The claimant count was 12,700 in June, a rise of 900 since November 2007. The 2.6% rate was the same as in June 2007.

Vacancies April-June were marginally down compared with the trend since April 2007.

There are mixed press reports of companies both creating and losing jobs.

2.3 Property markets

The effects of wider turbulence and uncertainty in financial markets due to the credit crunch, and economic slowdown, are beginning to be felt across the city centre residential and office property markets.

In Leeds, Wimpey announced in November 2007 that they were suspending work on their Green Bank development because of the “current uncertain market conditions for high rise apartments in central Leeds” (838 units). In May of this year the proposed Spiracle development (24 storey residential) on the International Pool site was pulled. In June it was reported that Castlemere Securities had pulled out of the Brunswick Place scheme (a joint LCC/LMU 30 storey, residential and 600,000 sq.ft. offices scheme) in the light of their “appetite for large-scale, mixed use city centre developments in the light of economic conditions”. On 9th July K W Linfoot announced suspension of the high-profile Lumiere scheme (mixed use, including 952 apartments) because of the economic climate. The proposed development of 700 flats at Wellington Place has been put on hold until market conditions improve, but the office component is to start next March. Also in July Simons Developments said the Criterion Place project was no longer viable in view of market conditions.

The number of planning applications received April-June was 18% down compared with the same quarter in 2007, and the number of property enquiries over the same periods was 21% down.

Although the restricted access to finance, economic slowdown and uncertainty have the potential to impact across the board, there are very different issues and prospects in residential, office and retail markets.

2.3.1 The office market in Leeds City Centre

LSH say that take-up in the Leeds office market in 2007 was 600,000 sq.ft. compared with 435,000 in 2006. There are concerns about under-supply of prime Grade A.

Three major schemes will complete in 2008:

HBG Property – Latitude Red (122,000 sq.ft.)

Deltalord – The Mint (115,000 sq.ft.)

Capital and County – Broadgate (153,000 sq.ft)

“Despite the uncertainties in the global credit markets, the prospects for Leeds during 2008 remain positive. A strong level of office demand from all areas of the city’s diverse economy and some much needed Grade A office space will provide adequate supply. Prospects for rental growth remain strong, with prime Grade A rents expected to hit £27 per sq.ft. (from £25 per sq.ft.) by the end of 2008” (LSH, June 2008). A more recent LSH report indicates that £27 per sq.ft. has now been achieved in Leeds.

This analysis is similar to King Sturge’s who say there is over 500,000 sq.ft. of named occupier enquiries in excess of 10,000 sq.ft., a shortage of Grade A, and opportunities for rental growth. Colliers CRE also say that demand remains healthy across central Leeds, with big firms such as PriceWaterhouseCoopers, KPMG and Walker Morris looking for Grade A office space, and rents of £28 per sq.ft. expected to be reached as a result of pre-lets agreed during 2008.

There is concern in other cities. For example the Manchester Evening News (6th May 2008) ran an article titled "Have the wheels come off Manchester's commercial property boom?", with views from key figures in the local property and corporate sectors. There was broad agreement that there was a slowdown in the commercial property market, but a caution not to confuse the city centre residential market with the commercial market. There was no doubt that the credit crunch was causing difficulties for owner-purchasers and investors wanting to raise finance. Other property investors were adopting a wait and see approach with regard to the national and world economies. The lack of certainty had damaged confidence. Jones Lang LaSalle's Manchester office said that investors remain in the market but are very cautious. The correction in property values reflects the uncertainty in capital markets rather than concerns over tenant demand. Occupier fundamentals remain buoyant, especially in the city centre.

2.3.2 The housing market in Leeds City Centre

Although it is a mixed picture, there are signs that the effects of tighter lending restrictions are starting to filter through to the market.

Over 7,000 units were built in the city centre between 1996 and September 2007, including nearly 1,300 units in the first 9 months of 2007. However, the scale of new planning applications dropped sharply in 2007.

Average selling prices have been static or declining since 2004. However, the vacancy rate at the end of 2007 was 12.5% compared with 14.3% a year earlier.

There are nearly 12,000 units in the development pipeline. Of these, 2,100 are under construction, including schemes at:

- Granary Wharf (ISIS, 282 apartments, hotel; completion from 2009)
- Gateway, C/D (279 units)
- Manor Road (278 units)
- Claypit Lane, Ph2 (228 units, students).

The problems are not peculiar to Leeds. In early July developer City Lofts placed over 250 unsold apartments in Leeds (only 9 out of 198 are unsold however), Liverpool, Salford, Cardiff, Newcastle and Nottingham into receivership, and there are doubts about the future of its proposed 32 storey St.Paul's development in Sheffield.

There have been cuts in asking prices for city centre apartments in Birmingham and Estates Gazette (June 2008) says that talk in the city's property industry is of major over supply. Birmingham Development Company says the chances of any schemes starting in the next 12-18 months are small. Knight Frank says schemes have been mothballed and launches delayed, though they think it is possible to envisage under-supply by early to mid-2009.

In June, Countryside Properties put plans to build 600 apartments in Preston on hold due to the difficult housing market

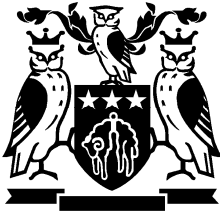
2.3.3 Retail in Leeds

The draft City Centre Audit paints a positive picture, though the indicators pre-date the current wider economic problems. Three of the retail units in the Broadgate scheme are let, work has started on the Trinity Leeds scheme (opens 2010), and the redeveloped Headrow Shopping Centre (The Core) will open in 2009 with an additional 20,000 sq.ft. of retail space. John Lewis and Marks & Spencer will anchor the new Eastgate quarter shopping centre.

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July 2008



Report of the Chief Recreation Officer

Scrutiny Board (City Development)

Date: 9th September 2008

Subject: Parks and Green Space Strategy

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Purpose Of This Report

1.1 This report provides an update on the development of the draft Parks and Green Space Strategy ahead of Executive Board approval to be sought in the autumn.

2.0 Background Information

2.1 The draft Parks and Green Space Strategy for Leeds was launched in December 2006, and following consultation and a seminar that was held in February 2007, a subsequent document was published on 'What you said about the draft Parks and Green Space Strategy for Leeds'.

2.2 Further work has been carried out on the Parks and Green Space Strategy document taking account of issues raised, and the development of an Executive Summary which is attached to this report, along with a draft strategic framework and action plan. A copy of the full document, which has also been revised, is available in the Member library for perusal.

3.0 Main Issues

3.1 The issues and proposals contained in the strategy document are structured around 6 themes that set out the overriding aims of the strategy, namely *places for people; quality places; sustaining the green realm; creating a healthier city; an enabler for regeneration* and *delivering the strategy*. These themes are not exclusive or self-contained and there are also broader strands that cut across each theme.

3.2 There is a rich heritage of parks and green space in Leeds, and the value of this key asset to the economy, tourism, community cohesion, health and education, as well as for recreation and conservation should not be underestimated. The parks and

green space estate contributes to so many aspects of city life, that sustaining this estate can often be taken for granted and not seen as a priority in it's own right.

- 3.3 The strategy therefore seeks to address key challenges faced, which include improving the condition of parks and green spaces - particularly community parks; providing and promoting access for all to quality green space – particularly in the city centre, as well as some areas of deprivation, and the role played in adapting to climate change.
- 3.4 Key proposals contained in the attached executive summary of the strategy include the following:
- the aspiration to develop a city centre park during the life of this strategy
 - the aspiration for all community parks to meet the Green Flag standard for field based assessment by 2020
 - to develop an investment strategy through the asset management plan to maximise opportunity for sustained investment in parks and green space
- 3.5 A local key indicator has been included in the Leeds Local Area Agreement in order to 'improve the quality and sustainability of the built and natural environment', namely *the % of Parks and Countryside sites assessed that meet the Green Flag Standard*. This is a key measure of progress for the Parks and Green Space Strategy.
- 4.0 Implications For Council Policy And Governance**
- 4.1 The Parks and Green Space Strategy is a strategy for the city, and such will be published by the Leeds Initiative under the Cultural Strategy banner.
- 5.0 Legal And Resource Implications**
- 5.1 Implementation of the strategy will require specific commitments from the Council as the lead agency in this sector.
- 6.0 Recommendations**
- 6.1 That members note the contents of this report and related documents to the draft Parks and Green Space Strategy.

Background Papers

1. The draft Parks and Green Space Strategy
2. 'What you said about the draft Parks and Green Space Strategy for Leeds'.
3. Leeds Local Area Agreement

Parks and Green Space Strategy: Draft Executive Summary

This Strategy sets out the key priorities to 2020 in achieving a vision where *quality, accessible parks and green spaces are at the heart of the community, designed to meet the needs of everyone who lives, works, visits or invests in Leeds, both now and in the future.*

Leeds has a rich heritage of parks and green spaces. This includes 7 major parks, 73 community parks, 91 recreation grounds and 472 hectares of local green space, which include 144 playgrounds and 500 sports facilities ranging from skateboard parks to golf courses, and which play host to 600 events annually. There are also 99 allotment sites, almost 800km of PROW, and 156 nature conservation sites, as well as 22 cemeteries and 3 crematoria.

Our parks and green space provide places to relax and escape, as well as exercise and recreation. They also help to build a sense of community. This is why they always score at the top of what people regard as important, whether they live in Leeds or are just visiting.

Parks and green space have a higher profile nationally since CABI Space was established in 2003, and their work has included gathering evidence that demonstrates how green spaces can offer lasting economic, social, cultural and environmental benefits. They have also highlighted many issues including the need for workforce development and an increase in skills profiles, the need for site based staff, attitudes to risk, how quality parks can influence behaviour and the need for evidence based performance management. These issues resonate at a local level, and fundamentally there is the need to find ways to ensure sustained investment which is ultimately the key to delivering this strategy.

The development of the Strategy has been informed by extensive consultation and a residents survey sent to adults, young people and children which over three years has reached 103,000 people. The analysis of the results has given an extensive picture of what Leeds residents think of their local parks and green spaces and has already been used as an evidence base to access funding and target improvements.

The Strategy is centred on the following themes and key aims:

- 1. Places for People:** To engage the community in promoting parks and green spaces as accessible places for everyone to experience and enjoy
- 2. Quality Places:** To provide good quality parks and green spaces that are well managed and provide a range of attractive facilities
- 3. Sustaining the Green Realm:** To plan for the development of new, and to protect existing parks and green spaces that will offer lasting social, cultural and environmental benefits for the people of Leeds
- 4. Creating a Healthier City:** To promote parks and green spaces as places to improve health and well-being and prevent disease through physical activity, play, relaxation, and contemplation
- 5. An Enabler for Regeneration:** To promote liveability and the economic benefits of quality parks and green space provision as an integral part of major regeneration projects
- 6. Delivering the Strategy:** To engage partners in supporting and delivering the Parks and Green Space Strategy

The themes set out the overriding aims of the strategy, but are not exclusive or self-contained. There are also broader strands that cut across each theme, for example biodiversity which is about the sustainable management of the living environment, which in turn enhances the physical and mental well-being of people's lives.

It is important to recognise that there is a considerable amount of work that is ongoing in sustaining and delivering improvements to parks and green space. This strategy seeks to acknowledge this, but also importantly identify key challenges and priorities in addressing them that will require specific commitments from the Council as the lead agency in this sector. This executive summary therefore focuses more specifically on the critical success factors that will lead to the improvements that are needed.

Challenges and Key Proposals

The strategy has involved many stakeholders in a number of events along with a wide reaching resident survey and assessment against the Green Flag standard. The themes themselves are suggestive of the key challenges faced and the following section sets this out in more detail.

1. Places for People

Putting people first. This is about telling people what is on offer and that in many cases it is free, and also about looking at quality facilities that enhance visitor experience, and where there is a cost, to provide value for money. Fundamentally it is about marketing parks and green spaces more effectively. The lack of staff presence in many parks also remains a problem.

Proposals

- 1 We will consult with communities to ensure our parks and green spaces have appropriate information and facilities that make them good places to visit
- 2 We will aim to increase awareness and provide information and opportunities for everyone to access services
- 3 We will work with partners in developing facilities and action to promote community safety in our parks and green spaces
- 4 We will promote parks and green space as places for education and learning
- 5 We will promote and support well managed events and activities
- 6 We will promote City and Country parks as visitor attractions, attracting people to Leeds as a place to visit, live, work and do business
- 7 We will guide and influence public agencies, private landowners and community groups to work within the parameters of the Parks and Green Space Strategy
- 8 We will engage with communities and encourage and enable people to get involved in developing our parks and green space

2. Quality Places

Improving the condition of parks and green spaces. This is particularly true of community parks, which receive a large number of visits from local people. Areas of concern relate to features that make a park or green space worthwhile to visit. The decline in horticultural skills has been identified as a national issue and this is also true in Leeds.

Proposals

- 9 We will develop an investment strategy through our asset management plan to maximise opportunity for sustained investment in our parks and green space
- 10 We will seek to prioritise our revenue funding to focus on management of quality places for recreation and conservation
- 11 We will develop a series of strategies that fulfil the aims of the Parks and Green Space Strategy
- 12 We will facilitate a workforce equipped with the skills and knowledge to lead and manage the implementation of the Parks and Green Space Strategy
- 13 We will aim to improve all our parks and green spaces as measured against the Green Flag standard for field based assessment
- 14 We will aspire to all of our community parks meeting the Green Flag standard for field based assessment by 2020

3. Sustaining the Green Realm

Access to quality green space. This is a particular issue in areas of deprivation where often there is a lack of quantity as well as quality, for which a green space audit and needs assessment will provide further information. Access to burial space is also a pressing issue.

The importance of parks and green space in adapting to climate change. With hotter summers and more frequent extreme weather events predicted, parks and green space can play an important role in adapting to climate change and reducing the effects of surface water run-off, particularly in dense urban environments.

Proposals

- 15 We will aspire to the Council's parks and green space for recreation or conservation, to be managed as a single green estate
- 16 We will conserve and improve parks, playing fields, natural green space and woodland
- 17 We will use our parks and green spaces as an important resource in adapting to climate change
- 18 We will encourage conservation and biodiversity to flourish in appropriate areas within the green realm
- 19 We will promote and develop green corridors for recreation, conservation and sustainable transport

20 We will seek ways to provide and manage burial space in a sustainable way

4. Creating a Healthier City

People need to be more healthy. Parks and green spaces provide opportunity for freely accessible physical activity, primarily walking, that have proven benefits to health. Parks and green space should be at the forefront of thinking to introduce people to physical activity of a broad nature from participation in formal sport to informal recreation.

Proposals

- 21 We will promote and publicise the health and well-being benefits of parks and green spaces
- 22 We will contribute to the West Yorkshire Local Transport Plan by providing sustainable transport routes in parks and green spaces
- 23 We will promote the health messages of walking and seek to develop health walk routes in our parks and green spaces
- 24 We will enhance opportunities for active recreation within parks and green spaces

5. An Enabler for Regeneration

Increasing the quantity of parks and green space in the City Centre. Despite the huge investment by developers in the city centre, the amount and quality of green space has not kept pace. This is a particular challenge given that many of the dwellings do not have gardens and therefore access to green space should be addressed to ensure the sustainability and attractiveness of city centre living for a diverse range of prospective residents, visitors and workers.

Increasing the quality and where necessary, quantity of parks and green space in regeneration areas. These include West Leeds Gateway (of which West Leeds Country Park and Green Gateways initiative encompasses this), EASEL, Aire Valley, Beeston Hill and Holbeck.

Proposals

- 25 We will aspire to develop a city centre park during the life of this strategy
- 26 We will aspire to increase access to green space within the core city centre area
- 27 We will consult with the community and seek ways to increase access to quality parks and green space in areas of deprivation
- 28 We will promote access to parks and green space by seeking to expand the West Leeds Country Parks and Green Gateways initiative to other areas of the city
- 29 We will promote the economic value of good quality parks and green space
- 30 We will develop the concept of parks as community hubs

Delivering the Strategy

Proposals

31 We will establish a parks and green space forum that will meet annually to consider progress made on the delivery of the strategy

Measuring Progress

The Green Flag Award Scheme represents the national standard for parks and green spaces. It has been developed around eight key criteria as follows:

- A welcoming place
- Healthy, safe & secure
- Clean & well maintained
- Sustainability
- Conservation & heritage
- Community involvement
- Marketing
- Management

The scheme is applicable to a range of sites including parks, recreation grounds, nature conservation sites, woodlands and cemeteries. The award is a measure of a well managed site, not excellence in every respect.

A local key indicator has been included in the Leeds Local Area Agreement in order to 'improve the quality and sustainability of the built and natural environment', namely *the % of Parks and Countryside sites assessed that meet the Green Flag Standard*. In 2007/08, 17% of all sites assessed met the standard. The % of community parks reaching the standard in 2007/08 is 9.8% of all community parks. Proposal 14 outlined above sets out an aspiration for 100% of community parks to reach the standard by 2020.

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Draft Strategic Framework and Action Plan

Proposal	Action	Timescale ¹
1.0 Places for People		
1	We will consult with the community to ensure our parks and green spaces have appropriate information and facilities that make them good places to visit	<ul style="list-style-type: none"> • Short Term
2	We will aim to increase awareness and provide information and opportunities for everyone to access services	<ul style="list-style-type: none"> • Short Term • Short Term • Medium Term
3	We will work with partners in developing facilities and action to promote community safety in our parks and green spaces	<ul style="list-style-type: none"> • Short Term • Short Term • Medium Term • Medium Term
4	We will promote parks and green space as places for education and learning	<ul style="list-style-type: none"> • Short Term • Short Term • Short Term • Medium Term
5	We will promote and support well managed events and activities	<ul style="list-style-type: none"> • Short Term • Short Term • Short Term
6	We will promote City and Country parks as visitor attractions, attracting people to Leeds as a place to visit, live, work and do business	<ul style="list-style-type: none"> • Short Term
7	We will guide and influence public agencies, private landowners and community groups to work within the parameters of the Parks and Green	<ul style="list-style-type: none"> • Short Term • Medium Term • Medium Term
<p><i>To engage the community in promoting parks and green spaces as accessible places for everyone to experience and enjoy</i></p> <ul style="list-style-type: none"> • Produce a consultation plan that sets out guidelines to ensure inclusive consultation and involvement in parks and green space development • Develop a Marketing and Communication Strategy for parks and green spaces • Develop web content to maximise the use of the internet as an information resource and to enable requests and bookings for services • Achieve and sustain level 4 and level 5 of the equality standard • Monitor and review site based gardeners and report success against the target of all community parks having a site based gardener • Evaluate increasing the role and scale of 'Parks Watch' • Review staff working patterns to target staff presence at time of peak visitor occupancy • Develop a system and associated cost/benefit analysis to calculate cost and impact of anti-social behaviour against alternative preventative measures • Promote parks and green spaces as learning environments / outdoor classrooms • Develop the kinaesthetic learning programme • Develop a signage and interpretation plan and implement • Develop respect for parks and green spaces • Establish clear processes for event application and management • Encourage and promote events that bring communities together and promote social cohesion • Ensure information about events is made available • Achieve and sustain Green Flag awards at the following sites: <ul style="list-style-type: none"> ○ Chevin Forest Park ○ Golden Acre ○ Lotherton Hall Estate ○ Temple Newsam Estate ○ Roundhay Park ○ Kirkstall Abbey ○ Pudsey Park ○ Parks that require Green Flag status to fulfil funding requirements • Promote City and Country parks as an integral part of the Tourism Strategy • Promote partnership working to complement initiatives • To establish agreed protocols, including design, for any initiatives undertaken within the public green realm • Providing an opportunity for private business to realise Corporate Social Responsibility and analyse outcomes 		

¹ Short Term – 1 to 2 years, Medium Term – 3 to 5 years, Long Term – 6 years +

Proposal	Action	Timescale ¹
Space Strategy	<ul style="list-style-type: none"> Organise resources around priorities set out in the Strategy 	<ul style="list-style-type: none"> Medium Term
8 We will engage with communities and encourage and enable people to get involved in developing our parks and green space	<ul style="list-style-type: none"> Develop a model of community involvement and engagement, to include the following: <ul style="list-style-type: none"> sustain community consultation via postal questionnaires and access to on-line surveys; establish and maintain a volunteer database encourage and support a network of sustainable 'friends of' and volunteer groups which are formally constituted and follow best practice guidance, including induction training and continuous development develop and support the formation of 'Young Friends' groups. source funding for a network of Recreational Rangers whose role is to work with friends, young people and volunteers 	<ul style="list-style-type: none"> Medium Term Short Term Short Term Medium Term Medium Term Medium Term
2.0 Quality Places	<i>To provide good quality parks and green spaces that are well managed and provide a range of attractive facilities</i>	
9 We will develop an investment strategy through our asset management plan to maximise opportunity for sustained investment in our parks and green space	<ul style="list-style-type: none"> Develop an investment strategy that will take account of the following: <ul style="list-style-type: none"> utilising capital receipts developing commercial opportunities borrowing against projected income utilising external funds where relevant based on the Green Flag standard as a performance measure Develop an investment strategy for Fixed Play Develop an investment strategy for Playing Pitches Review budget allocation and priorities for parks and green spaces 	<ul style="list-style-type: none"> Short Term Short Term Short Term Long Term
10 We will seek to prioritise our revenue funding to focus on management of quality places for recreation and conservation		
11 We will develop a series of strategies that fulfil the aims of the Parks and Green Space Strategy	<ul style="list-style-type: none"> Develop an outdoor bowls strategy that seeks to address the following: <ul style="list-style-type: none"> Analysis of supply and demand Management arrangements Financially sustainable provision Promoting access Review and develop a playing pitch strategy Review and develop a fixed play strategy Develop an allotments strategy 	<ul style="list-style-type: none"> Short Term Short Term Short Term Short Term
12 We will facilitate a workforce equipped with the skills and knowledge to lead and manage the implementation of the Parks and Green Space Strategy	<ul style="list-style-type: none"> Promote parks and green space as an attractive career option Target 'career changers' to consider parks and green space opportunities Continue to ensure appropriate learning and development mechanisms are in place Increase workforce diversity by encouraging more people from under-represented groups 	<ul style="list-style-type: none"> Short Term Short Term Short Term Short Term
13 We will aim to improve all our parks and green spaces as measured against the Green Flag standard for field based assessment	<ul style="list-style-type: none"> Monitor progress against the Performance Indicator included in the Leeds Local Area Agreement, namely 'the % of P&C sites that meet the Green Flag Standard' 	<ul style="list-style-type: none"> Short Term
14 We will aspire to achieve all our	<ul style="list-style-type: none"> Monitor and review success by incorporating a sub-indicator to measure success linked to 	<ul style="list-style-type: none"> Short Term

Proposal	Action	Timescale ¹
community parks to meet the Green Flag standard for field based assessment by 2020	<ul style="list-style-type: none"> investment strategy Establish a continued programme of investment in community parks Establish management plans appropriate to the site 	<ul style="list-style-type: none"> Short Term Long Term
3.0 Sustaining the Green Realm		
15 We will aspire to the Council's parks and green space for recreation or conservation, to be managed as a single green estate	<ul style="list-style-type: none"> Undertake PPG 17 Green Space audit and needs assessment and implement findings Ensure that externally procured services relating to the green realm reflect and encompass the objectives of the strategy 	<ul style="list-style-type: none"> Short Term Medium Term
16 We will conserve and improve parks, playing fields, natural green space and woodland	<ul style="list-style-type: none"> Develop the 'Leeds Quality Parks' standard based on Green Flag site assessment Establish and maintain a quality assessment approach to local green space in line with the Green Flag Standard Assess the impact of applying the Accessible Natural Green Space Targets (ANGST) criteria Promote access to parks and green space as a 'dawn to dusk' service Agree mechanism of distribution of S106 monies within a strategic approach 	<ul style="list-style-type: none"> Short Term Medium Term Medium Term Medium Term Short Term
17 We will use our parks and green spaces as an important resource in adapting to climate change	<ul style="list-style-type: none"> Commission research to measure the impact of the green infrastructure in adapting to climate change Promote biodiversity as a systemic contribution towards dealing with Climate Change 	<ul style="list-style-type: none"> Short Term Short Term
18 We will encourage conservation and biodiversity to flourish in appropriate areas within the green realm	<ul style="list-style-type: none"> Implement the Leeds Biodiversity Action Plan Support the sustainable management of 'in bloom' initiatives 	<ul style="list-style-type: none"> Medium Term Short Term
19 We will promote and develop green corridors for recreation, conservation and sustainable transport	<ul style="list-style-type: none"> Establish links with the West Leeds Country Park and Green Gateways Initiative concept 	<ul style="list-style-type: none">
20 We will seek ways to provide and manage burial space in a sustainable way	<ul style="list-style-type: none"> Review and implement the 50 year Cemeteries and Crematoria strategy 	<ul style="list-style-type: none"> Short Term
4.0 Creating a Healthier City		
21 We will promote and publicise the health and well-being benefits of parks and green spaces	<ul style="list-style-type: none"> Establish links with the Physical Activity Strategy and other strategies such as the Food Strategy, Childhood Obesity Strategy and Older People's Strategy Promote allotments for healthy eating, recreation, exercise and links with education Promote the health benefits of trees and woodland through implementation of the Leeds Forest Strategy Promote the value of conservation work for volunteers as a form of physical activity 	<ul style="list-style-type: none"> Short Term Medium Term Medium Term
22 We will contribute to the West Yorkshire Local Transport Plan by providing sustainable transport routes in parks and	<ul style="list-style-type: none"> Implement the rights of way improvement plan to include the use of the public rights of way network to promote accessible walking, cycling and horse riding Develop cycling routes, including safer routes to schools 	<ul style="list-style-type: none"> Short Term Medium Term Long Term

Proposal	Action	Timescale ¹
green spaces		
23 We will promote the health messages of walking in our parks and green spaces	<ul style="list-style-type: none"> Develop a network of clearly marked routes for all abilities, promoting walking, running and cycling for health and well-being Increase the number of people participating in walking as a form of physical activity Improve play facilities through implementing the Fixed Play Strategy Improve playing pitch facilities through implementing the Playing Pitch Strategy Develop and implement the Allotments Strategy Links with sport development Links with implementation of the Playing Pitch Strategy 	<ul style="list-style-type: none"> Short Term Medium Term Short Term Short Term Medium Term
24 We will provide opportunities for active recreation within parks and green spaces	<ul style="list-style-type: none"> Links with sport development Links with implementation of the Playing Pitch Strategy 	
5.0 An Enabler for Regeneration		
<i>To promote liveability and the economic benefits of quality parks and green space provision as an integral part of major regeneration projects</i>		
25 We will aspire to developing a city centre park during the life of this strategy	<ul style="list-style-type: none"> In principle proposals to develop a City Centre park 	<ul style="list-style-type: none"> Medium Term
26 We will aspire to increase access to green space within the core city centre area	<ul style="list-style-type: none"> Review planning guidance on 'open space' designation to include reference to green space Review thresholds on developer contributions Increase 'family friendly', development of 'non adult' space within the city centre area Examine feasibility of innovative green space provision e.g. green walls 	<ul style="list-style-type: none"> Medium Term
27 We will consult with the community and seek ways to increase access to quality parks and green space in areas of deprivation	<ul style="list-style-type: none"> Ensure Area Action Plans recognise green space deficiency and provide opportunity for suitable provision Use major regeneration initiatives to identify opportunities to put access to quality parks and green spaces as an integral part of sustainable living 	<ul style="list-style-type: none"> Medium Term Medium Term
28 We will promote access to parks and green space by seeking to expand the West Leeds Country Parks and Green Gateways initiative to other areas of the city	<ul style="list-style-type: none"> Review opportunities for developing the West Leeds Country Park and Green Gateways concept: <ul style="list-style-type: none"> East and South East Leeds – Wyke Beck, West/East links Meanwood Valley South Leeds North West Leeds 	<ul style="list-style-type: none"> Long Term
29 We will promote the economic value of good quality parks and green space	<ul style="list-style-type: none"> Promote parks and green spaces as a vital part of the cultural and tourism offer, an incentive for the relocation of businesses and therefore an important part of economic regeneration 	<ul style="list-style-type: none"> Medium Term
30 We will develop the concept of parks as community hubs	<ul style="list-style-type: none"> Opportunity to build leisure/community facilities in parks 	<ul style="list-style-type: none"> Long Term
6.0 Delivering the Strategy		
<i>To engage partners in supporting and delivering the Parks and Green Space Strategy</i>		
31 We will establish a parks and green space forum that will meet annually to consider progress on the strategy	<ul style="list-style-type: none"> Establish a Parks and Green Space stakeholder forum to review progress on the Strategy annually 	<ul style="list-style-type: none"> Short Term



Originator: Richard Mills

Tel: 247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 9th September 2008

Subject: Recommendation Tracking

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

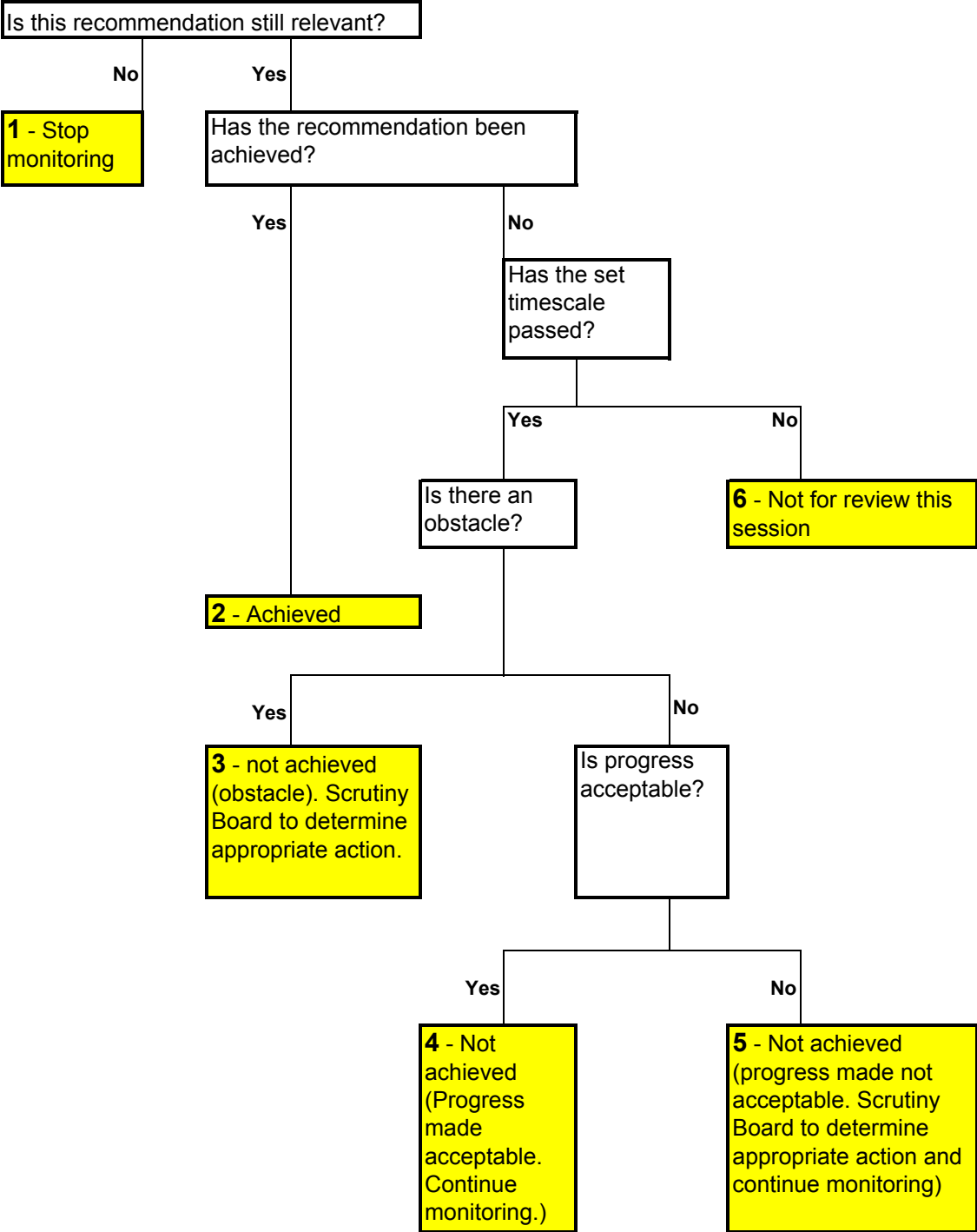
- 1.1 It is a requirement under the scrutiny procedure rules that the board receives a quarterly report on recommendation tracking, to ensure that scrutiny recommendations are more rigorously followed through. This process enables the board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The board will then be able to take further action as appropriate. Currently there are recommendations outstanding in respect to the previous board's inquiry on consultation which was published in April 2008. Comments from the department have been invited on their implementation and will be tabled at today's meeting.
- 1.2 A standard set of criteria has been produced, to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 1.3 In order to assist the Board in identifying progress, the Principal Scrutiny Adviser will give a draft status for each recommendation. The Board will be asked to confirm whether these assessments are appropriate, and to change them where they are not.
- 1.4 In deciding whether to undertake any further work, members will be asked to consider the balance of the board's work programme.

2.0 Recommendation

- 2.1 Members are asked to:
 - Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

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**Recommendation tracking flowchart and classifications:
Questions to be Considered by Scrutiny Boards**



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Report of the Director of City Development

Scrutiny Board (City Development)

Date: 9th September 2009

Subject: MAJOR ARTS ORGANISATIONS FUNDED BY ARTS@LEEDS 08/09

Electoral wards affected:

Specific implications for:

Ethnic minorities

Women

Disabled people

Narrowing the gap

1.0 PURPOSE OF THIS REPORT

1.1 The report provides information on the process for City Council grant aid to major arts organisations. The organisations comprise of:

The Grand Theatre and Opera House
Leeds International Pianoforte Competition
Northern Ballet Theatre
Opera North
Phoenix Dance Theatre
West Yorkshire Playhouse
Yorkshire Dance

2.0 HOW ORGANISATIONS APPLY

2.1 An annual application form requests information on artistic policy, audience development, participatory arts development, economic development and marketing, structures and staffing, finance, and up to date copies of the following policies:

- Recruitment and Selection Policy
- Grievance and Disciplinary Procedure
- Equal Opportunities Policy
- Health and Safety Policy
- Child Protection Policy

- Marketing Strategy
- Business Plan
- Most recent Annual Audited Accounts
- Updated accounts for current year

3.0 CRITERIA NEEDED TO DETERMINE WHETHER AN ORGANISATION QUALIFIES

3.1 Applications must be from non-profit making groups/organisations involved in arts and cultural activities in the community.

3.2 Organisations that cannot apply:

- Leeds City Council, Education Leeds or ALMOs
- Schools
- Individuals
- Closed membership groups whose activities do not reach a wider public
- Students in full-time education or student-led groups
- Uniformed youth groups
- Organisations resident outside the UK
- Profit making companies or commercial organisations
- Organisations delivering the majority of their work in schools in school hours (in terms of either time or resources) or organisations whose primary purpose is to deliver schools or curriculum based work

4.0 WHAT ACTIVITY IS FUNDED

4.1 Arts@leeds aims to promote access to the arts, particularly in terms of taking part. Ultimately, the scheme aims to achieve a balance of creative opportunity across the city for the benefit of all communities. A broad range of activities are funded including:

- workshops
- participatory project work
- festivals
- exhibitions
- performances
- publications

5.0 WHAT IS NOT FUNDED

- Major equipment purchase
- Building repairs or alterations
- Charity fund-raising events
- Individual tuition, training or research
- Activities that take place outside Leeds
- Projects or events not including artistic activity e.g. networking groups
- Projects or events that take place in schools in school hours
- Applications for party political or religious purposes
- Activities that have already taken place
- Costs that are already covered by other funding or that could be covered by the organisation's own resources

6.0 FURTHER CONSIDERATIONS

6.1 The programme must:

- be clearly described, realistic and well planned
- involve a broad range of people as participants
- increase public engagement in the arts
- involve under-represented art forms or artists
- be achievable within the given budget
- make a positive contribution to the profile of the city
- increase employment opportunities for the people of Leeds

6.2 The organisation must:

- have a good track record of delivering similar activity
- have sought or obtained appropriate additional funding
- have a track record of delivering quality activity through arts@leeds
- have the capacity to complete the activity successfully – the workload, staff implications and running costs have been taken into account
- show evidence of consultation or local demand for the activity
- have appropriate targeted plans to attract the people the activity intends to serve

7.0 WHAT LEVEL OF GRANT IS PAID

7.1 Awards 08/09:

The Grand Theatre and Opera House Ltd - £291,650
Leeds International Pianoforte Competition – £78,030
Northern Ballet Theatre - £262,180
Opera North - £961,435
Phoenix Dance Theatre - £85,312
West Yorkshire Playhouse - £853,128
Yorkshire Dance - £65,000

8.0 EVALUATION UNDERTAKEN AS TO OUTCOMES AND VALUE

8.1 Half year and end of year monitoring to compare application form with outputs.

Officer attendance at board meetings throughout the year.

Organisation's own performance indicators.

Organisation's own media evaluation strategy and press cuttings.

Number of new shows/works and how many were performed in Leeds.

Attendance rates

Number of participating projects/participants

9.0 RECOMMENDATION

9.1 Members of Scrutiny Board are requested to note this report.

Background Papers

1. ARTS@LEEDS 08/09 annual application form process terms and conditions
2. Council's financial and contractual requirements



Originator: Richard Mills

Tel:247 4557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 9th September 2008

Subject: Current Work Programme

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 Appendix 1 to this report provides Members with a copy of the Board's current Work Programme.
- 1.2 Appendix 2 is the current Forward Plan of Key Decisions for the period 1st September to 31st December 2008.
- 1.3 Appendix 3 provides Members of the Board with the latest Executive Board minutes

2.0 Recommendations

- 2.1 The Board is requested to:
 - (i) Determine from these documents whether there are any additional items the Board would wish to add to its Work Programme.
 - (ii) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.

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Item	Description	Notes	Type of item
Meeting date – 9th September 2008 Session 1 of the Board's inquiry on residents parking schemes	Reports from Departments Required no later than 20th August 2008 To receive a report from the relevant departments on the current arrangements	This is the first of three sessions for this inquiry.	RP / DP
Request for Scrutiny Shadwell Parish Council	To consider a report from the Director of City Development following a request for scrutiny by Shadwell Parish Council on delays in getting footpaths put on the Council's definitive map for inclusion as public rights of way	The Board considered a request for scrutiny on 15 th July 2008 and asked for a report from the Director of City Development to go to the September Board meeting.	RFS
Parks and Green Space Strategy	To consider a report on the development of a Parks and Green Space Strategy	The Board want to receive an update on the draft plan	RP/DP
Consultation on the Economic Development Strategy	To receive a report from the Director of City Development on the economic development strategy	Early consultation was requested by the City Development department on this matter at the	RP / DP
Tracking Recommendations	To consider a report on progress in implementing the previous Board's recommendations	The Board in 2007/08 agreed a number of recommendations which need following up	MSR

Key:

CCFA / RFS – Community call for action / request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

Meeting date – 14 th October 2008	Reports from Departments Required no later than 24 th September 2008	
Session 2 of the Board's inquiry on residents parking schemes	To receive further information on best practice and to hear from witnesses as determined in Session 1	The purpose of this session is to look into any alternatives to the current system, in particular the suggestion that residents be allowed to fund such schemes themselves.
Performance Management Information	To receive performance information relating to City Development.	This information is reported on a quarterly basis
Update report on the Strategic Planning Review	To receive an update report of the Director of City Development on the Strategic Planning Review	Members requested to be kept informed on progress on the Strategic Planning Review
Transport for Young People – Possible Inquiry	To consider the sustainable travel strategy considered by the Executive Board	The City Development department has advised the Executive Board in September 2008 is to consider a report on a sustainable education travel strategy and this be considered by the Scrutiny Board

Key:

CCFA / RFS – Community call for action / request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

Meeting date – 18th November 2008		Reports from Departments Required no later than 29th October 2008	
Session 3 of the Board's Inquiry on residents parking schemes	To receive further information that may have been requested at Session 2 and to consider the Board's draft inquiry report and recommendations	The purpose of this session is to consider information requested from the last Session and the Board's draft inquiry report and recommendations.	RP / DP
Update on the review of the Planning Compliance Unit	To receive an update on the review of the Planning Compliance Unit	This report was requested by the previous Scrutiny Board and it was agreed that this be included in this Board's Work Programme	PM / B / DP
Meeting date – 16th December 2008		Reports from Departments Required no later than 26th November 2008	
Performance Management Information	To receive performance information relating to City Development.	Normal quarterly report	PM
Update on Traffic Flow and Pinch Points	To receive an update from the Director of City Development on traffic flow and pinch points	This was considered by the previous Board and this Board agreed to monitor this further	B / PM

Key:

CCFA / RFS – Community call for action / request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

Meeting date – 13th January 2009			Reports from Departments Required no later than 24th December 2008		
Provision for Cyclists Across the City	To consider a report by the City Development department on the provision for cyclists across the city	The Board considered this whilst developing its work programme for 2008/09 and requested an initial report with a view to undertaking a suitable inquiry on this issue			B
Review of the Loop and major arterial routes onto it	To consider a review of the Loop following completion of modelling work undertaken on by the City Development department	The Board asked that this be included in the work programme and this is the earliest meeting when the department may be in a position to report on this matter			
Meeting date – 10th February 2009			Reports from Departments Required no later than 21st January 2009		
Performance Management Information	To receive performance information relating to City development.				PM
Meeting date – 17th March 2009			Reports from Departments Required no later than 25th February 2009		
Meeting date – 21st April 2009			Reports from Departments Required no later than 1st April 2009		
Annual Report	To approve the Board's contribution to the Scrutiny Boards Annual Report 2007/08				

Key:

CCFA / RFS – Community call for action / request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (Including potential areas for scrutiny)

SC – Statutory consultation

CI – Call in

Working Groups			
Working group	Membership	Progress update	Dates of meetings

Issues Raised by the Board in June 2008 to be Included into the Work Programme

- 1. Review of the Environmental Policy and EMAS**
- 2. Review the Design Guide for the Flood Alleviation Scheme**
- 3. Students and the Leeds economy – The City development department advises that there is currently a national study being undertaken in this area and it would be appropriate to invite the two universities to participate in any inquiry the Board wishes to undertake**

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

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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 September 2008 to 31 December 2008

Appendix 2

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)
Middleton Sissons 20mph zone Permission to construct the scheme and implement a 20mph Zone	Chief Highways Officer	1/9/08	Internal, and external consultation with Members, Emergency Services and Metro has taken place. Public consultation is ongoing.	None.	Director of City Development
Transfer of responsibility for maintenance of the A63 (Former A1), near Ledsham, Trunk Road from the Highways agency to Leeds City Council Approval to remove Leeds City Council's objection to the detrunking order and subject to the order proceeding to accept responsibility for maintenance.	Chief Highways Officer	1/9/08	None	Report to Joint Highways Technical Board	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)
Roundhay Mansion Approval of a Preferred and Reserve Bidder for the tenancy of the Roundhay Mansion.	Executive Board (Portfolio: Leisure)	2/9/08	Executive Member for Leisure and other Executive Board Members	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Street Design Guide Approval of Supplementary Planning Document	Executive Board (Portfolio: Development and Regeneration)	2/9/08	Already carried out	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Leeds International Pool Lisbon Street Leeds 1 To consider terms relating to the sale of the Leeds International Pool.	Executive Board (Portfolio: Development and Regeneration)	2/9/08	Members of the Council	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
A draft vision for the Council's Leisure Centres and proposals for future provision To agree the Vision for the Council's Leisure Centres and draft proposals for future provision, subject to public consultation.	Executive Board (Portfolio: Central and Corporate)	2/9/08	Executive Board members followed by a public consultation exercise on the draft proposals presented	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
<p>Pudsey Bus Station Redevelopment</p> <p>Approval to construct the highway works associated with the redevelopment of Pudsey Bus Station</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>8/10/08</p>	<p>As this is a joint LCC/Metro scheme, joint consultation is ongoing</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>A653 Dewsbury Road Bus Priority Measures, Ring Road Beeston Park Bus Land</p> <p>Permission to construct the scheme, subject to satisfactory funding arrangements being in place on return of tenders. The works are required to provide a quality bus corridor identified in the LTP and are an intrinsic part of the Yorkshire Bus Initiative.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>8/10/08</p>	<p>Initial Member consultation has taken place.</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)
<p>Sustainable Education Travel Strategy</p> <p>To note the contents of the report and proposed Sustainable Education Travel Strategy and associated Action Plan for 2008-09 and to approve the Sustainable Education Travel Strategy and associated Action Plan for 2008-09.</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>8/10/08</p>	<p>Extensive consultation has been undertaken with key stakeholders and partners in the education, transport, health, children's and young services sectors, and the public.</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>Lands Lane and Central Square Public Realm Improvements</p> <p>Approve scheme design and cost</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>8/10/08</p>	<p>Retailers / stakeholders / Ward Members / Lead Member / Council Officer through City Centre Public Realm Project Board</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)
Garforth Library Authority to spend the Big Lottery grant for the refurbishment of Garforth Library.	Executive Board (Portfolio: Leisure)	8/10/08	Extensive consultation with the local community. Local ward members and Executive Member (Leisure)	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Parks and Green Space Strategy To seek approval for the publication of the Parks and Green Space Strategy.	Executive Board (Portfolio: Leisure)	5/11/08	Extensive consultation has taken place throughout the development of the strategy with a range of stakeholders and members.	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Highways Maintenance Projects estimated to cost in excess of £5,000 for inclusion in the Highway Maintenance Capital Programme 2009/2010.	Chief Highways Officer	10/11/08	Each elected member will be consulted on the proposed streets in their ward during September 2008.	Report to the Director of City Development	Chief Highways Officer

NOTES

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £250,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

Executive Board Portfolios

Executive Member

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.

EXECUTIVE BOARD

WEDNESDAY, 16TH JULY, 2008

PRESENT: Councillor R Brett in the Chair

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

Councillor J Blake – Non-voting advisory member

28 Exclusion of the Public

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

- (a) Appendix 1 to the report referred to in minute 38 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that publication could prejudice the City Council's commercial interests as the appendix includes matters where negotiations of a confidential nature will ensue. In these circumstances it is considered that the public interest in disclosing this commercial information outweighs the interests of disclosure.
- (b) Appendix B to the report referred to in minute 41 under the terms of Access to Information Procedure Rule 10.4(3) and (4) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as it relates to the financial or business affairs of the parties identified in the report, and of the Council and that publication could prejudice the Council's commercial interests as it includes financial information relating to contracts that if published could influence negotiations between the Council and potential contractors.
- (c) Appendices 1 and 2 of the report referred to in minute 44 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 because publication could prejudice the City Council's commercial interests as, both the appendix and the final business case include matters where final negotiations on the contract are not yet complete, and these negotiations are confidential between the City Council, the LEP and Environments for Learning (E4L). In addition both the Appendix and the Final Business Case contain sensitive commercial information supplied to the City Council by the LEP and E4L.
- (d) The appendix to the report referred to in minute 55 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information is not publicly available from the statutory registers of

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information kept in respect of of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the acquisition of the property/land then it is not in the public interest to disclose this information at this point in time as this could lead to random competing bids which would undermine this method of negotiations and affect the integrity of acquisition of property/land by this process. Also it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties could obtain information about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

- (e) Appendix 1 to the report referred to in minute 58 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 because it relates to the financial or business affairs of a particular person and of the Council. This information is not publicly available from Statutory registers of information kept in respect of certain companies and charities. To release full details of all of these matters into the public domain would almost certainly prejudice landowners and the Council's commercial interests as there may be interventions by rival parties at this stage of the land assembly process. In addition, these kind of interventions would lead to serious prejudice to the Council's commercial interests and could damage the process of negotiations with the owners.

29 **Late Items**

The Chair had admitted the following late items to the agenda as follows:

The National Challenge: Schools achieving less than 30% of 5 GCSEs including English and Maths (minute 42)

The DCSF deadline for submission of the plan was the end of July 2008 and it was considered appropriate that the Board should endorse the proposed approach prior to its submission

South Leeds Expression of Interest (minute 43)

The proposal in this item was directly related to the National Challenge item and it was logical that both reports be considered at the same meeting of the Board.

Transport Innovation Fund Pump Priming Bid (minute 51)

The report could not be prepared for distribution with the agenda pending advice that government would support the bid, and as the two year programme of work was scheduled to commence in the month of this meeting, it was appropriate that the matter be admitted to the agenda.

30 Declaration of Interests

Councillor Wakefield declared a personal interest in the items relating to The National Challenge (minute 42) and the South Leeds Expression of Interest (minute 43) as a member of the Learning and Skills Council.

Councillor Blake declared a personal interest in the item relating to Older People's Day Services (minute 46) as a member of Middleton Elderly Aid and a personal and prejudicial interest in the item relating to Otley Heavy Goods Vehicle Traffic as the owner of a property in Otley (minute 49)

Councillor Harrand declared a personal interest in the item relating to Older People's Day Services (minute 46) as a member of Moor Allerton Elderly Care and Councillor Brett as a member of Burmantofts Senior Action Committee.

Further declarations made during the meeting are referred to in minutes 53 and 59 (Councillor Smith)

31 Minutes

RESOLVED – That the minutes of the meeting held on 11th June 2008 be approved.

NEIGHBOURHOODS AND HOUSING

32 Beeston Group Repair - Phase 5

The Director of Environment and Neighbourhoods submitted a report on a proposal to extend the life of approximately 50 properties in the Beeston area by 30 years utilising £1,500,000 of Single Regional Housing Pot funding.

RESOLVED –

- (a) That approval be given for the injection into the capital programme of £1,350,000 of Regional Housing Board money and of £150,700 from owner occupiers and that scheme expenditure to the amount of £1,500,700 be authorised.
- (b) That the Director of Environment and Neighbourhoods brings a further report on progress at the appropriate time.

33 Leeds Watch CCTV Improvement Scheme

The Director of Environment and Neighbourhoods submitted a report on the proposed improvement of the LeedsWatch CCTV scheme in partnership with Metro subject to agreed Heads of Terms at a cost of £973,500

The report presented four options of taking no action, replacing VCR with DVD, digital storage and management solution, and digital storage and management solution in partnership.

RESOLVED –

- (a) That approval be given to option four as detailed in the report.
- (b) That approval be given to the injection of £973,500 of unsupported borrowing into the Environment and Neighbourhoods Capital Programme and that expenditure in the same amount be authorised.
- (c) That approval be given to enter into a partnership with Metro subject to agreed Heads of Terms.

34 Area Committee Roles for 2008/09

The Director of Environment and Neighbourhoods submitted a report outlining the range of proposed increased roles for the Area Committees for 2008/09.

Revised appendices to the report had been circulated subsequent to the issue of the agenda.

RESOLVED –

- (a) That the Area Functions to be delegated to Area Committees for 2008/09 as summarised in the report and detailed in Appendix 1 be approved.
- (b) That the enhanced roles of Area Committees as summarised in the report and detailed in Appendix 2 be endorsed.
- (c) That this information be reported to the Area Committees at the next cycle of meetings.
- (d) That the Area Functions referred to in (a) above be incorporated into the Council's Constitution at the next available opportunity.

35 Key Decision Taken Under Special Urgency Provisions

The Assistant Chief Executive (Corporate Governance) submitted a report informing of a Key Decision taken under 'Special Urgency' provisions contained in the Constitution and recommending that the Board forward this report to Council as the quarterly report on such decisions in accordance with paragraph 16.3 of the Access to Information Procedure Rules.

RESOLVED – That the report be approved for submission to Council as the quarterly report in accordance with Access to Information Procedure Rule 16.3.

CHILDREN' S SERVICES

36 Early Years Capital Grants 2008-2011

The Acting Chief Officer for Early Years and Integrated Youth Support Service submitted a report on the capital funding allocations for 2008-11 that will support the implementation of the 10 Year Strategy for Childcare by way of capital expenditure of £11,324,414 on payments to Early Years providers and schools to enable the delivery of extended services and to meet the statutory duties of the Childcare Act 2006.

RESOLVED –

- (a) That approval be given to the injection of £8,229,414 Quality and Access for all Young Children (Capital scheme number 14776) and £3,095,000 Extended Services (Capital scheme number 14777) Capital Grants into the Children's Services Capital Programme and that authority be given to incur this expenditure on payments to Early Years providers to meet the statutory duties of the Childcare Act 2006 as outlined in the guidance and in the report.
- (b) That the proposals for allocation of grant and monitoring of outcomes for the DCSF by Partnership Boards established under Leeds City Council corporate governance for the purpose be approved.
- (c) That an annual report on programme outcomes and expenditure be brought to this Board.

37 Children's Services Joint Area Review Action Plan

Further to minute 11 of the meeting held on 11th June 2008 the Director of Children's Services submitted a report on the production of the formal Joint Area Review action plan, and the arrangements for its implementation and performance monitoring.

RESOLVED – That the report be received, that the action plan be approved for submission to Ofsted and that updates on progress against the action plan be brought to this Board as part of the annual performance assessment reporting in December 2008.

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

38 Independent Living PFI Project - Approval of Revised Scope and Affordability Issues

With reference to minute 53 of the meeting held on 22nd August 2007 the Director of Children's Services submitted a report on the proposed revised scope and affordability of the Independent Living Project for Children's Services.

Following consideration of appendix 1 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 reduction in scope of the Children's Services PFI Project be approved.
- (b) That the Children's Services PFI Project to build a new 12 bed short break unit be approved.
- (c) That the project be implemented as a City Council Change in accordance with the financial parameters in Appendix 1 to the report.
- (d) That the Chair of the Independent Living Project Board be authorised (in consultation with two other members) to give approval to the terms of the City Council Change Notice and to approve (or reject) the

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Contractor's final responses under the Project Agreement Change Protocol.

39 Bankside Primary School - Provision of Newly Built School

The Chief Executive of Education Leeds submitted a report on the principle of the proposed demolition of the existing Bankside Primary School with a rebuild on the current site subject to later consideration of a detailed design and cost report by this Board.

RESOLVED – That the content of the report in detailing the proposed scheme be noted and that approval in principle be given to the rebuilding of Bankside Primary School, subject to a design and cost report being brought to a future meeting of this Board.

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

40 Proposal to Make a Prescribed Alteration at Harehills Primary School

The Chief Executive of Education Leeds submitted a report on the outcome of statutory notices published on the proposal to make a prescribed alteration to permanently increase the admission number at Harehills Primary School from 60 to 90 reception places.

RESOLVED – That approval be given to proceed with the proposal to permanently increase the admission number for Harehills Primary School from 60 to 90 reception places with effect from September 2009.

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

41 Future of East Moor Secure Children's Home

The Director of Children's Services submitted a report on a proposal to build a new secure children's home to replace East Moor House.

Following consideration of appendix B to the report designated as exempt under Access to Information Procedure Rule 10.4(3) and (4) which was considered in private at the conclusion of the meeting it was

RESOLVED – That the Director of Children's Services be requested to commence a process of negotiations with the Youth Justice Board, the Department of Children, Schools and Families and other key stakeholders to consider building a new secure children's home to replace East Moor House.

42 The National Challenge: Schools Achieving Less than 30% of 5 GCSEs including English and Maths

The Chief Executive of Education Leeds submitted a report outlining the proposed response of Education Leeds to the government's 'National Challenge' that every school should have more than 30% of students achieving five good grades at GCSE including English and Maths. The report

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included the assessment made by Education Leeds of each school's prospects of achieving the floor targets and of the type of support and actions needed to achieve them.

RESOLVED –

- (a) That the risk assessment set out in paragraph 3.4 of the report be agreed as the basis of the Council's response to the DCSF and the requested action plan.
- (b) That the continued exploration of a range of options for those schools at risk of not achieving the floor target by 2011 be supported.
- (c) That the plans to ensure that the majority of schools will continue to make good progress towards and past the floor target be supported.

43 South Leeds Expression of Interest

The Chief Executive of Education Leeds submitted a report on a proposal to progress an expression of interest into a detailed feasibility and consultation process to allow a full examination of the issues surrounding the establishment of an academy to serve Beeston and Holbeck, City and Hunslet and Middleton Park wards of inner South Leeds.

RESOLVED –

- (a) That approval be given to progress to a detailed feasibility and formal consultation process that will allow a full examination of the issues surrounding the establishment of an academy to serve the Beeston and Holbeck, City and Hunslet and Middleton Park wards of inner South Leeds.
- (b) That a further report be brought to this Board in Autumn 2008 on the outcome of the feasibility and formal consultation process to enable the Board to come to a final decision on the value of establishing an academy to replace South Leeds High School.

LEISURE

44 New Leaf Leisure Centres - Approval of Final Business Case, Affordability and off site Capital Works

The Director of City Development submitted a report on the proposed submission of the final business case to the Department of Culture, Media and Sport and proposed injection into the capital programme for the development of off-site highway works at Morley and Armley leisure centres in addition to a multi-use games area at Armley.

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

RESOLVED –

- (a) That the submission of the Final Business Case to the Department for Culture, Media and Sport be approved. The Final Business Case covers the New Leaf Leisure Centres Armley and Morley, as part of the

City Council's BSF Wave1 Programme and financed through the Government's Private Finance Initiative.

- (b) That approval be given to the financial implications for the Council of entering into the Project, and to the maximum affordability ceiling for the City Council in relation to the PFI contract of £3,688,000 as set out in Appendix 1 to the report (but subject to paragraph (g) below should the SWAP rate exceed 5.8% at financial close).
- (c) That approval be given to the arrangements to Financial Close and implementation of the Project to include (but not by way of limitation) the award/entry into a PFI Project Agreement to a special purpose company to be established under terms agreed between the City Council and the Leeds Local Education Partnership (LEP) and in connection therewith, grant delegated powers to the Deputy Chief Executive (or in his absence the Director of Resources) to make any necessary amendments to the Final Business Case and given final approval to the completion of the Project, including (but not by way of limitation) the terms of the following:
 - i. The Project Agreement
 - ii. The Funders Direct Agreement
 - iii. Arrangements to appoint an independent certifier to assess the quality of the contractors' work
 - iv. Appropriate collateral warranties and

Together with any other documentation ancillary or additional to the above necessary for the completion of the Project ('Project Documents')

subject to

- (A) DCMS approval of the Final Business Case
 - (B) the Deputy Chief Executive (or in his absence the Director of Resources) being satisfied that the Project remains within the affordability constraints set out in Appendix 1 to the report
 - (C) Receipt of a report satisfactory to the Deputy Chief Executive (or in his absence the Director of Resources) from the Council's external legal advisers, as described in paragraph 5.4 of the report and
 - (D) The Director of Resources (or in his absence the Chief Officer – Financial Management) assessment on the balance sheet treatment in relation to the PFI contract as set out in paragraph 4 of Appendix 1 of the report.
- (d) That the Director of Resources, as the statutory officer under section 151 of the Local Government Act 1972, or in his absence the Chief Officer - Financial Management, be authorised to sign any necessary certificates under the Local Government (Contracts) Act 1997 in relation to the Project.

- (e) That, in respect of certification under (d), and subject to the advice of the Assistant Chief Executive (Corporate Governance), a contractual indemnity be provided to the Director of Resources (or the Chief Officer – Financial Management, as appropriate) in respect of any personal liabilities arising from the certification.
- (f) That approval be given to the execution of the Project Documents, by affixing the Council’s common seal and / or signature (in accordance with Articles 14.4 and 14.5 of Part 2 of the City Council’s Constitution) and to the Assistant Chief Executive (Corporate Governance) (or any other officer of the Council authorised by her) taking any necessary further action following the approval of completion of the Project by the Deputy Chief Executive or Director of Resources referred to in (c) above to complete the Project including any final amendments to the Project Documents and to give effect to Members’ resolutions and the delegated decisions referred to in this minute.
- (g) That the chair of the BSF / PFI Project Board or his nominee be authorised to approve the completion of the project should the SWAP rate exceed 5.8% at Financial Close as set out in Appendix 1 to the report
- (h)
 - (i) That the Project Brief for the off site highway works as presented be approved.
 - (ii) That the Highway Scheme Design as presented be approved.
 - (iii) That injection of £280,000, into the Capital Programme, funded by £150,000 from Sport England and £ 130,000 from section 278 receipts, be authorised and that transfer of £80,000 from an existing capital programme scheme be agreed, all to fund the off site highway works.
 - (iv) That total scheme expenditure of £360,000 be authorised.
 - (v) That the funding plan and the procurement plan as presented be approved.

45 Leeds Sports Trust

The Director of City Development submitted a report on the current position with regard to development of the proposed Sports Trust and on options for moving forward.

RESOLVED –

- (a) That the development of a Trust to manage the Council’s Sports and Active Recreation Service be not proceeded with.
- (b) That further work be undertaken and reports brought forward for consideration by this Board as to medium and long term options to address the challenges faced by the service as presented in the submitted report.

ADULT HEALTH AND SOCIAL CARE

46 Older People's Day Services - Service Improvement Plan

The Director of Adult Social Services submitted a report on the proposed service plan to deliver increased choice and more personalised day activities for older people.

RESOLVED –

- (a) That endorsement be given to the model of flexible, individualised and socially inclusive approach to the provision of day opportunities for older people with care needs and that the work now underway to modernise the day service for older people in Adult Social Care be noted.
- (b) That the phased approach which forms the basis of further work with stakeholders in relation to planning and implementation for each area of the city be agreed.
- (c) That the programme be developed with the involvement of local members and their Area Committees thus ensuring effective and efficient local implementation.
- (d) That the phase 1 proposals set out in the report be adopted as a basis for consultation and ongoing work. This includes the specific proposed reprovision detailed in respect of Richmond Hill and the Peripatetic Unit in paragraph 6.3 of the report in respect of which a further report be brought to this Board on the outcome of the consultation relating to the future of those units by November 2008.
- (e) That further reports be brought to this Board in 2009 on the outcome of the wider consultation about locality plans and the results of the ongoing work as the modernisation of older people's day services progresses.

(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

47 Treasury Management Annual Report 2007/08

The Director of Resources submitted a report providing a review of the Treasury Management Strategy and operations for 2007/08.

RESOLVED – That the treasury management outturn position for 2007/08 be noted.

48 Transfer of Dormant Funds to Launch a New City of Leeds Fund

The Director of Resources and Assistant Chief Executive (Corporate Governance) submitted a joint report on a proposal to work with the Leeds Community Foundation to establish a new City of Leeds Fund to provide support to community groups by the transfer of resources from redundant existing trust funds and bequests administered by the Council to the new Fund. The report also proposed ring-fencing arrangements for intermittingly active trust funds proposed for transfer, and in principle agreement to Leeds

City Council representation on the Grants Panel of the new Fund, in addition to agreement to review the trusts under control of the Council with a view to transferring any further dormant/obsolete/inactive trusts to the new Fund in due course.

RESOLVED –

- (a) That approval be given to the establishment of the new City of Leeds Fund to be administered and managed by the Leeds Community Foundation.
- (b) That the trusts identified in Part One of Appendix A to the report [three dormant Education trust funds] be transferred to Leeds Community Foundation to an endowment fund within the new City of Leeds Fund under Section 74 of the Charities Act.
- (c) That that the trusts identified in Part Two of Appendix A to the report should be freed from any restrictions applying to the expenditure of capital.
- (d) That the trusts identified in Part Two of Appendix A to the report [13 dormant trust funds] be transferred to Leeds Community Foundation to a flow-through fund within the new City of Leeds Fund under Section 75 of the Charities Act 1993.
- (e) That approval in principle be given to the transfer of the Joseph Emmott trust fund to Leeds Community Foundation to an endowment fund within the City of Leeds Fund with power to formally approve the transfer under a Scheme, once sanctioned by the Charity Commission, delegated to the Assistant Chief Executive (Corporate Governance).
- (f) That that ring-fencing arrangements shall apply to the funds of the Holbeck Mechanics and Joseph Emmott trust funds within the new Fund.
- (g) That Leeds Community Foundation be requested to agree that City Council representation on the Grants Panel of the new Fund be increased to three and that approval of the specific nominees be made at a later date following final approval of the proposals by the Charity Commission
- (h) That officers continue to review the trusts under control of the Council with a view to transferring any further dormant/obsolete/inactive trusts to the new Fund in due course.
- (i) That Leeds Community Foundation be requested to make annual reports back to this Board on progress of the fund.

DEVELOPMENT AND REGENERATION

49 Otley - Heavy Goods Vehicle Management Proposals

The Director of City Development submitted a report on proposals for Heavy Goods Vehicle (HGV) management in the Otley Area.

The report examined options as follows:

- a No further action
- b Voluntary arrangements with local HGV operators
- c Freight Quality Partnership

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- d Traffic management (signs, markings and engineering measures)
- e HGV traffic restrictions by Order – comprehensive measures on key routes in North Otley and on alternative local routes in North Yorkshire
- f HGV traffic restrictions by Order – comprehensive measures on key routes into Leeds District including North Otley and the A658 at Pool
- g HGV traffic restrictions by Order – limited measures to restrict traffic in North Otley to quieter times of the day outside peak time for travel to school etc
- h HGV traffic restrictions by Order – limited measures to restrict traffic in Otley to single direction (similar to the former voluntary arrangement) HGV traffic would travel southbound through Otley and return northbound by alternative routes
- i Weight restriction on Wharfe Bridge at Otley

In presenting the report the Executive Member (City Development) referred to a letter from North Yorkshire County Council requesting that consideration of this matter be deferred.

RESOLVED –

- (a) That the content of the report be noted and that the Director of City Development and Assistant Chief Executive (Corporate Governance) be authorised to undertake further work in respect of option (h) with a view to assessing the effects and impact which adoption of that option would have on the area and that a further report in that respect be brought to this Board.
- (b) That contacts between senior members be established and those between officers be maintained with the representatives of the adjacent local highway authorities, including North Yorkshire County Council, until the proposals or alternative arrangements have been implemented.

(Councillor Blake having declared a personal and prejudicial interest, left the meeting during consideration of this matter)

50 New Generation Transport (NGT) Update

The Director of City Development submitted a report on progress of the New Generation Transport proposals and how these fitted strategically into a wider transport strategy for Leeds and the wider City Region.

RESOLVED –

- (a) That the report be noted and that the findings of the Strategic Fit work, identified in appendix 1 to the report be endorsed.
- (b) That a capital programme injection of £1,400,000 and a transfer from scheme 99926 of £1,050,000 funded from Section 106 developer contributions be approved and that authority be given to spend of £2,450,000 as the Council's contribution towards scheme development costs, to cover design fees and the preparation and consultation costs necessary to develop the work through to a Major Scheme Business Case submission.

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- (c) That a further progress report be brought to this Board once scheme development has progressed.

51 Transport Innovation Fund Pump Priming Bid

The Director of City Development submitted a report on the government decision to support the Leeds Transport Innovation Fund Pump Priming Bid to allow options for a future transport strategy for Leeds to be explored and evaluated.

The Executive Member (City Development) reported that the formal government announcement in respect of this funding had been made on the same day as this meeting

RESOLVED –

- (a) That the proposed future transport strategy work facilitated by the Transport Innovation Fund pump priming funding be endorsed.
- (b) That approval be given to the capital contribution to the development costs of £386,750 to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme and eligible for 100% government funding.

52 Completion of West Garforth Integrated Urban Drainage Pilot Project

The Director of City Development submitted a report on the West Garforth Integrated Urban Drainage pilot project, which had recently been completed, and explaining the recommendations and action plan included in the project report, in the context of the existing work and priorities of the Council.

RESOLVED –

- (a) That the final report to DEFRA on the West Garforth Integrated Urban Drainage pilot project be noted.
- (b) That the recommendations for local action as identified in paragraphs 3.10 to 3.14 of the report be endorsed.
- (c) That the action plan items for Leeds City Council as identified in paragraphs 3.17 to 3.21 of the report be endorsed.

53 Annual Update on Water Asset Management Working Group Progress and Pitt Inquiry Outcomes

The Director of City Development submitted a report on progress by the Water Asset Management Working Group in implementing lessons learned from flooding incidents in Leeds between August 2004 and January 2008 and on the impending outcomes of the independent Pitt Review of the national impact of flooding whose final report was due at the end of June.

RESOLVED –

- (a) That progress in implementing actions previously approved be noted.
- (b) That a further report be brought to this Board on the final contents of the Pitt Review, Government's response and the officers recommendations regarding the impact on the Council's responsibilities and activities.

(Councillor Smith declared a personal interest in this item as a member of Greenpeace)

54 Affordable Housing Targets and Housing Mix

The Director of City Development submitted a report on changes to housing policy and practice to be applied to planning applications on and after 21st July 2008. The changes related to an increase in affordable housing targets and to guidelines to influence the mix of types and sizes of dwellings in new housing developments.

RESOLVED –

- (a) That informal planning policy as set out in appendices 1 and 2 to the report to broaden housing mix and increase the affordable housing targets be approved.
- (b) That officers apply the changes to applications received on or after Monday 21st July 2008.

55 Sovereign Street / Criterion Place

Further to minute 255 of the meeting held on 7th April 2004 the Director of City Development submitted a report advising of a revised offer for the Sovereign Street site.

The report identified four options as follows:

- i) Continue to negotiate with Simons on the basis of the revised conditional offer recently received.
- ii) Invite Simons to submit an unconditional offer for the site. An unconditional offer would be an offer with no conditions attached to it and future control over the scheme proposals would be via the planning process.
- iii) Remarket the site, either immediately or at some time in the future, inviting offers and scheme proposals.
- iv) Terminate the contract with Simons and continue to use the site for car parking, which generates substantial revenue income (detailed in the confidential appendix) by virtue of the rents received on an annual basis from the two car park operators.

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 – That the revised offer received from the Council's preferred developer of the Sovereign Street site, be not accepted and that the Council continue to receive the rental income from the site, which is generated from car parking, in the short term, with future options for the site being considered during this time.

56 Town and District Centres - Yeadon Town Street (Phase 2 and Additional Works)

The Director of City Development submitted a report seeking approval to spend £260,000 of Town and District Centre Regeneration Fund monies to contribute to the highway improvement in Yeadon Town Street.

RESOLVED –

- (a) That authority be given for an injection of £40,000 from s106 funds into scheme 12154/YEA/000.
- (b) That authority be given to spend £260,000 for works to the Town Hall square and other additional costs items as detailed in paragraphs 3.3 to 3.5 of the submitted report.

57 Armley Townscape Heritage Initiative Regeneration Scheme and Chapeltown Townscape Heritage Initiative Regeneration Scheme

The Director of Environment and Neighbourhoods submitted a report on the successful outcome of the Council's application for funding from the Heritage Lottery Fund to implement two Townscape Heritage Initiative Regeneration Schemes in Armley and Chapeltown.

RESOLVED –

- (a) That the Townscape Heritage Initiative schemes be supported.
- (b) That approval be given to an injection of £1,090,319 into Armley Town and District Centre Scheme (scheme no: 12154/ARM/000) fully funded from external sources provided by Heritage Lottery Fund
- (c) That approval be given to an injection of £802,500 into Chapeltown Town and District Centre Scheme (scheme no: 12154/CHA/000) fully funded from external sources provided by Heritage Lottery Fund.

58 Proposed Acquisition of Land at Lowfields Road, Leeds

The Director of City Development submitted a report on an opportunity which had arisen to acquire land off Lowfields Road, to the rear of Elland Road Football Ground and on proposed terms of the acquisition.

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 provisionally agreed terms for the acquisition of land at Lowfields Road as detailed at 3.0 in the exempt appendix be approved.
- (b) That approval be given to the allocation of the sum identified in the exempt appendix and authority be given to spend the same amount from the Strategic Development Fund within the capital programme for the acquisition of land at Lowfields Road.

ENVIRONMENTAL SERVICES

59 Residual Waste Treatment PFI Project - Evaluation Methodology and Update

The Director of Environment and Neighbourhoods submitted a report on the proposed principles of the evaluation methodology for the comparison of bids received during the procurement phase of the residual waste project. Further to minute 119 of the meeting held on 14th November 2007 the report also provided an update on the residual waste project affordability and project scope and proposed the commencement of the procurement of a Residual Waste Treatment Facility.

RESOLVED –

- (a) That the report be noted and that officers be authorised to begin procurement of this project through placement of OJEU and other appropriate contract notices.
- (b) That approval be given to the principles of the evaluation methodology to be used during the procurement as set out in the report and that the Deputy Chief Executive as Chair of the Residual Waste Treatment Project Board be authorised to finalise the details of the evaluation methodology.
- (c) That bids submitted which cost more than the 'do nothing' cost set out in table 3 of the report will not be considered further and that the reference project costs set out in table 2 of the report will be a target to be indicated to bidders.

(Councillor Smith declared a personal interest in this item as a member of Greenpeace)

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

DATE OF PUBLICATION: 18TH JULY 2008
LAST DATE FOR CALL IN: 25TH JULY 2008 (5.00 PM)

(Scrutiny Support will notify Directors of any items Called In by 12.00 noon on Monday 28th July 2008)