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## SCRUTINY BOARD (CITY DEVELOPMENT)

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Meeting to be held in Civic Hall, Leeds on  
Tuesday, 1st September, 2009 at 10.00 am

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

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### MEMBERSHIP

#### Councillors

- S Armitage - Cross Gates and  
Whinmoor;
- C Beverley - Morley South;
- R Downes - Otley and Yeadon;
- T Grayshon - Morley South;
- R Harington - Gipton and Harehills;
- M Lobley - Roundhay;
- T Murray - Garforth and  
Swillington;
- A Ogilvie - Beeston and  
Holbeck;
- R Pryke (Chair) - Burmantofts and  
Richmond Hill;
- D Schofield - Temple Newsam;
- S Smith - Rothwell;
- N Taggart - Bramley and  
Stanningley;
- G Wilkinson - Wetherby;

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

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**Agenda compiled by:**  
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**Principal Scrutiny Adviser:**  
**Richard Mills**  
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# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information 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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED –</b> 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><b>No exempt items or information have been identified on this agenda</b></p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstance shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p>	
6			<p><b>MINUTES OF THE PREVIOUS MEETINGS</b></p> <p>To receive and approve the minutes of the previous meetings held on 7<sup>th</sup> July 2009 and 5<sup>th</sup> August 2009.</p>	1 - 14
7			<p><b>REQUEST FOR SCRUTINY - NEED FOR COST BENEFIT ANALYSIS - PROPOSED DESIGNATED BBQ AREA ON WOODHOUSE MOOR</b></p> <p>To consider a report of the Head of Scrutiny and Member Development on a request for scrutiny in relation to a need for a cost benefit analysis regarding a proposed designated bbq area on Woodhouse Moor.</p>	15 - 18
8			<p><b>CLIMATE CHANGE UPDATE</b></p> <p>To consider a report of the Director of City Development on a progress report on climate change.</p>	19 - 28

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p><b>LEEDS STRATEGIC PLAN PERFORMANCE REPORT FOR QUARTER 1</b></p> <p>To consider a report of the Head of Policy, Performance and Improvement on the Leeds Strategic Plan Performance Report for Quarter 1 2009/2010.</p>	29 - 42
10			<p><b>INFORMAL VISITS BY SCRUTINY BOARD</b></p> <p>To consider a report of the Head of Scrutiny and Member Development in relation to Scrutiny Board visits.</p>	43 - 44
11			<p><b>TRAFFIC CONGESTION - KEY LOCATIONS UPDATE</b></p> <p>To consider a report of the Director of City Development on progress in relation to key updates on traffic congestion.</p>	45 - 52
12			<p><b>RECOMMENDATION TRACKING</b></p> <p>To consider a report of the Head of Scrutiny and Member Development on recommendation tracking.</p>	53 - 58
13			<p><b>PLAYBUILDER INITIATIVE</b></p> <p>To consider a report of the Head of Scrutiny and Member Development on the Playbuilder Initiative.</p>	59 - 98
14			<p><b>WORK PROGRAMME</b></p> <p>To consider a report of the Head of Scrutiny and Member Development regarding the Board's work programme, together with a copy of the Executive Board minutes and the Forward Plan of Key Decisions pertaining to this Board's Terms of Reference.</p>	99 - 126

Item No	Ward/Equal Opportunities	Item Not Open		Page No
15			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Monday 13<sup>th</sup> October 2009 at 10.00am in the Civic Hall, Leeds            (Pre –meeting for Board Members at 9.30am)</p>	

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# Agenda Item 6

## SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 7TH JULY, 2009

**PRESENT:** Councillor R Pryke in the Chair

Councillors S Bentley, C Beverley,  
R Downes, M Lobley, T Murray, A Ogilvie,  
D Schofield and N Taggart

### 14 Chair's Opening Remarks

The Chair welcomed everyone to the July meeting of Scrutiny Board (City Development).

### 15 Apologies for Absence

Apologies for absence were received on behalf of the following Board Members; Councillor S Armitage, Councillor T Grayshon and Councillor G Wilkinson.

The Board's Principal Scrutiny Adviser informed the meeting that apologies had been received from Councillor A Carter, Executive Member, Development and Regeneration and Jean Dent, Director of City Development who were unable to attend today's meeting.

### 16 Declaration of Interests

**RESOLVED** – The following personal interests were declared:-

- Councillor R Downes in his capacity as Chair of the West Yorkshire Integrated Transport Authority (Agenda Item 8) (Minute 20 refers)
- Councillor R Pryke in his capacity as a Member on the West Yorkshire Flood Defence Committee (Agenda Item 8) (Minute 20 refers)

### 17 Minutes of the Previous Meeting

**RESOLVED** – That the minutes of the previous meeting held on 8<sup>th</sup> June 2009 be confirmed as a correct record.

### 18 Matters Arising from the Minutes

a) Input to the Work Programme 2009/10 – Sources of Work and Establishing the Board's Priorities (Minute 8 refers)

The Chair informed the meeting that the Principal Scrutiny Adviser had circulated a number of dates in July /August for the Board's proposed visits to the South Leeds Sports Centre, John Charles Aquatic Centre and Roundhay Park Mansion.

The Chair also informed the meeting that the Board's proposed visit to the new well being PFI leisure centre at Morley would be arranged later in the year when construction was more advanced.

Councillor M Lobley referred to the Board's previous interest in relation to traffic pinch points and the Principal Scrutiny Adviser agreed to contact Andrew Hall, Transport Strategy Officer with a view to providing the Board with an update on this issue at the next meeting in September.

**19 Request for Scrutiny of the Consultation Process Carried out to help Determine Whether to Go Ahead with a Designated BBQ Area on Woodhouse Moor**

Referring to Minute 9 of the meeting held on 9<sup>th</sup> June 2009, the Head of Scrutiny and Member Development submitted a report on a request for Scrutiny of the consultation process carried out to help determine whether to go ahead with a designated BBQ area on Woodhouse Moor.

Appended to the report were copies of the following documents for the information/comment of the Board:-

- a) Letter addressed to the Head of Scrutiny and Member Development dated 22 May 2009 regarding the consultation exercise on whether to go ahead with a designated BBQ area on Woodhouse Moore from Councillors J Matthews, J Monaghan, M Hamilton, K Hussain, P Ewens and L Rhodes Clayton
- b) Report of the Director of City Development - Scrutiny Board (City Development) – 9<sup>th</sup> June 2009 – Woodhouse Moor Park Consultation on Barbecue Use
- c) Questionnaire – Have Your Say? Designated Barbecue Area in Woodhouse Moor (Hyde Park)
- d) Report of the Director of City Development Scrutiny Board (City Development) – 7<sup>th</sup> July 2009 - Woodhouse Moor Park Consultation on Barbecue Use

The following representatives were in attendance and responded to Members' queries and comments:-

Councillor J Procter, Executive Board Member for Leisure  
Councillor P Ewens, Hyde Park and Woodhouse Ward Member  
Martin Farrington, Chief Officer Major Projects, City Development  
Mike Kinnaird, Recreation Project Manager, City Development  
Steve Thomas, Distribution Business Services (DBS) Ltd  
Sue Buckle, Spokesperson on behalf of North Hyde Park Neighbourhood Association, South Headingley Community Association and Friends of Woodhouse Moor

The Chair invited the above attendees to provide relevant background information and to highlight key issues in relation to the consultation process and Board Members sought clarification on the points raised. In summary, specific reference was made to the following issues:-



- the process for dealing with complaints of non delivery, the mechanics involved and records maintained by DBS Ltd
- clarification of the statistical/delivery information outlined in Section 3.0 of the report of the Director of City Development dated 7<sup>th</sup> July 2009
- assurances that the latest e mails received by Members from the public concerning non delivery of the questionnaire and forwarded to the department would be included where validated in the final results  
*(The Chief Officer, Major Projects responded and confirmed that these emails would be included and registered as part of the consultation process)*
- clarification of the 5.88% return rate and whether this was a reasonable rate of return for this type of questionnaire
- clarification of the number of returns received from the three consultation sessions
- a concern that a closing date had not been included on the questionnaire  
*(The Chief Officer, Major Projects stated that a closing date should have been included and that they were still waiting for a response from the West Yorkshire Police Authority to the proposals)*
- recognition that this consultation process was not a referendum where the number of votes cast for or against would determine the outcome but a mechanism by which a range of views and opinions from individuals and interest groups could be obtained to assist officers to decide whether or not to proceed with a particular course of action.

**RESOLVED:-**

- a) That the content of the report and appendices be noted.
- b) That the additional information provided by the Director of City Development requested at the last Board meeting and the evidence provided by the representative from Distribution Business Services (DBS) Ltd be received and noted.
- c) That on the evidence presented, the Board rejected the request for further scrutiny, as the consultation process had been carried out in a proper and thorough manner whilst acknowledging that some properties and individuals had not received the questionnaire for a variety of reasons.
- d) That the City Development department be recommended to establish a closing date of 31<sup>st</sup> July 2009 for this consultation process and that all valid questionnaires or other observations or objections returned by this date be included in the results in order to assist officers to determine whether to proceed with a designated BBQ area on Woodhouse Moor.

(During discussion of this item Councillor N Taggart indicated that he was a Member of the Plans Panel (West) and could possibly be considering matters from this item at a later date in that capacity. He stated that he would remain in the meeting to listen to the debate, but not to take part in the discussion of this issue. In order to avoid any perception of pre-determination, Councillor Taggart agreed that he would not be bound by any discussion taken at the meeting when issues from this matter came before Plans Panel (West) for

determination, but would consider all representations and viewpoints presented at the planning meeting before reaching a conclusion based on the merits of the case)

(Councillor N Taggart joined the meeting at 10.40am during discussions of the above item)

## **20 Leeds Strategic Plan Performance Report for Quarter 4 2008/09**

The Head of Policy, Performance and Improvement submitted a report which provided a strategic overview of performance against those improvement priorities in the Leeds Strategic Plan (LSP) which related directly to City Development priorities. The report and appendices provided an overall assessment of progress against the improvement priorities relevant to the Board and, in addition, provided performance indicator (PI) information for the full National Indicator Set and locally agreed indicators that were appropriate. Performance indicator targets were included across the range of priorities in this area and highlighted areas of under-performance and/or concern in relation to improvement priorities and actions being taken to remedy matters.

Paul Maney, Head of Policy, Performance and Improvement, City Development was in attendance and responded to Members' queries and comments. He introduced the report and provided the Board with a brief overview of the main Leeds Strategic Plan themes where the directorate take a lead role and drew attention to some of the key areas of performance related to the directorates objectives and priorities for 2009/10.

For ease of reference, the Chair invited Board Members to comment on those areas of under performance and/or of concern in relation to the improvement priorities.

In summary, specific reference was made to the following issues:-

- whether some of the targets may not be sufficiently challenging or appropriate  
*(The Head of Policy, Performance and Improvement responded and explained that although he considered the amount of green indicators to be a reflection of good, focused performance, the situation for amending/setting targets was quite complex. Some targets were agreed with the Government; statutory partners; and from the National Indicator Set and have fixed levels of achievement which can be process based milestone indicators. This meant that performance would be shown as green, provided certain targets had been reached. There were also a range of locally set targets where performance can be measured in relation to more specific issues)*
- a view was expressed that the performance indicators were too city-wide and not area based for Members who wanted information at a ward level in order for it to be meaningful  
*(The Head of Policy, Performance and Improvement responded and explained that whilst this was often desirable, in most cases the information was not available at this level; also, where information*

*could be broken down, it was often the case that low numbers or insufficient data meant the information then became meaningless. It had been recognised that better intelligence was needed and work had commenced both corporately and within the directorate, to identify where this level of information was available and how it can then be developed)*

- the lack of an indicator relating to high infant mortality rate, especially within deprived areas of the city  
*(The Head of Policy, Performance and Improvement responded that although this area resides in the Health & Wellbeing theme of the Leeds Strategic Plan and does not directly relate to City Development, he confirmed that he was aware of work being undertaken by the Council and its various partners on this issue)*
- (Ref PI NI 8) - the need to raise cultural awareness to enable more people to become involved in sport  
*(The Head of Policy, Performance and Improvement responded and referred to the work currently being undertaken in relation to introducing a new 'City' card which would provide the directorate with more statistical information on the cultural use of facilities)*
- (Ref PI NI 48) – Members welcomed the reduction in the number of road accidents resulting in children being killed and the initiatives to promote the use of seatbelts  
*(The Head of Policy, Performance and Improvement confirmed that in relation to casualties, although the 2008 figure had been the lowest recorded since 1974, the downward trend had flattened. However a number of initiatives were being pursued to address this. He also confirmed that there was an upward trend in pedestrian fatalities within the 20-29 age group. According to a number of roadside surveys undertaken by City Development, on average one in four adults were observed not wearing seat belts and this supported the need for initiatives such as the Seat Belt On? campaign where the directorate was undertaking seatbelt awareness campaigns at schools and colleges and had good media support)*
- (Ref PI LKI 215A) - clarification of street lighting response times for repairs  
*(The Head of Policy, Performance and Improvement responded and outlined the current protocol with Scottish Electric Contracting (SEC) concerning repairs and progress with the street lighting replacement programme under a PFI scheme and the significant improvement in this respect. He also referred to some historic problems with YEDL which were still affecting the performance in relation to LKI 215B)*
- (Ref PI NI 166) - clarification of the impact of the current economic downturn and whether the performance indicator was conveying the true picture  
*(The Head of Policy, Performance and Improvement responded and informed the meeting that the figures were not yet available in relation to the employment rate)*
- the need for recycling centres to extend their hours of opening on a week-end

*(The Board's Principal Scrutiny Adviser responded and agreed to refer the above issue to the Scrutiny Board (Environment and Neighbourhoods) to consider)*

- (Ref PI NI 175) - the need to continue to develop safer routes for cyclists  
*(The Head of Policy, Performance and Improvement responded and informed the meeting that cycling in the city was increasing, but as a consequence, the number of accidents involving cyclists was also increasing. The Board noted that there was a proposed strategy to introduce 16 cycle routes into the city as one measure to combat this trend and that this work would continue as funding has been secured for the next two years)*
- (Ref PI NI 176) - the need to have access to more local targets/statistics in relation to Metro issues  
*(The Head of Policy, Performance and Improvement responded and informed the Board that the information was collected at a regional level and whilst there were cost implications related to obtaining this at a more local level, discussions were continuing with the West Yorkshire Integrated Transport Authority to try and resolve this issue)*
- (Ref PI NI 198) - Members expressed concerns that only 50% of schools had travel plans in place
- the need for regular monitoring of infrastructures to identify potential problems at an early stage i.e. inadequate electricity to tower blocks and the maintenance of collapsed sewers  
*(The Head of Policy, Performance and Improvement responded that in planning terms, building regulations were continually updated and covered the health and safety aspect related to appropriateness of lifts/fire escapes in tower blocks. It was suggested by the Board's Principal Scrutiny Adviser that the inadequate supply of electricity to tower blocks was a matter for Scrutiny Board (Environment & Neighbourhoods). In relation to the state of the city's sewer and drainage systems, it was confirmed that over the past 2 years considerable survey work had been undertaken in relation to the flood alleviation scheme design guide and vision currently under consultation in partnership with the Environment Agency)*
- clarification if changes could be made to the Local Area Agreement  
*(The Board's Principal Scrutiny Adviser responded and confirmed that changes could be only made to the agreement, which was incorporated in the Council's Strategic Plan, when it was due for renewal)*

#### **RESOLVED –**

- a) That the content of the report and appendices be noted.
- b) That Area Committees should receive performance information which was area based and that the Assistant Chief Executive (Planning, Policy and Improvement) consider how this data could be developed at a ward level.
- c) That a working group be established to review performance targets which have been set locally comprising of the following Members:-
  - Councillor R Pryke
  - Councillor S Bentley

- Councillor T Murray
- Councillor N Taggart

**21 Work Programme, Executive Board Minutes and Forward Plan of Key Decisions**

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 1<sup>st</sup> July to 31<sup>st</sup> October 2009 and the Executive Board Minutes of 17<sup>th</sup> June 2009 were also attached to the report.

**RESOLVED:-**

- a) That the contents of the report and appendices be noted.
- b) That the Executive Board Minutes of 17<sup>th</sup> June 2009 and the Forward Plan of Key Decisions for the period 1<sup>st</sup> July to 31<sup>st</sup> October 2009 be noted.
- c) That the Board's Principal Scrutiny Adviser be requested to update the work programme to incorporate inquiries relating to the review of the loop; the Council's play strategy and a review of the Council's open spaces policy.
- d) That the Board's Principal Scrutiny Adviser be requested to email Board Members clarifying the current position in relation to the proposed city centre park at Sovereign Street.

**22 Date and Time of Next Meeting**

**RESOLVED** – Tuesday 1<sup>st</sup> September 2009 at 10.00 am (Pre-meeting for Board Members at 9.30 am)

(The meeting concluded at 12.05pm)

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## SCRUTINY BOARD (CITY DEVELOPMENT)

WEDNESDAY, 5TH AUGUST, 2009

**PRESENT:** Councillor R Pryke in the Chair

Councillors S Armitage, C Beverley,  
B Chastney, M Dobson, G Driver,  
T Grayshon, M Lobley, A Ogilvie,  
D Schofield, S Smith and G Wilkinson

### 23 Chair's Opening Remarks

The Chair welcomed everyone to the Call-In meeting.

### 24 Exclusion of the Public

Following the advice of the Principal Scrutiny Adviser, the Board agreed to release a copy of the following document marked 'Not for Publication' within the public domain:-

'Delegated Decision Notification Form – Ref No D35700 – Sports of the Future- ICT Refresh – 15608'

**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:-

Appendix 2 to the report i.e. the Business Case referred to in Minute 28 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains commercially sensitive information and it was considered that the public interest in maintaining confidentiality outweighs the public interest in disclosing the information by reason of the fact that if disclosed could be prejudicial to the Authority.

### 25 Declaration of Interests

The following personal interest was declared:-

- Councillor C Beverley in view of his association with a close friend who works at Morley Leisure Centre

### 26 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor R Downes, Councillor R Harington and Councillor T Murray.

The Board were informed that Councillor B Chastney was a substitute for Councillor R Downes, Councillor G Driver for Councillor R Harington and Councillor M Dobson for Councillor T Murray.

Draft minutes to be approved at the meeting  
to be held on Tuesday, 1st September, 2009

Apologies for absence were also received on behalf of Councillor B Atha (Minute 28 refers).

**27 Call -In of Decision - Briefing Paper**

The Head of Scrutiny and Member Development submitted a report regarding the procedural aspects of the call-in process.

Members were advised that the options available to the Board in respect of this particular called-in decision were:-

Option 1 – **Release the decision for implementation.** Having reviewed the decision, the Scrutiny Board (City Development) could decide to release it for implementation. If this option was chosen, the decision would be released for immediate implementation and the decision could not be called-in again.

Option 2 – **Recommend that the decision be reconsidered.** Having reviewed the decision, the Scrutiny Board (City Development) could recommend to the Director of Resources and the Director of City Development that the decision be reconsidered. If the Scrutiny Board (City Development) chose this option, a report would be submitted to the Director of Resources and the Director of City Development within 3 working days of this meeting. The Director of Resources and the Director of City Development would reconsider the decision and would publish the outcome of their deliberations on the delegated decision system. The decision could not be called-in again whether or not it was varied.

**RESOLVED** – That the report outlining the call-in procedures be noted.

**28 Call-In - Review of Delegated Decision D35700 - Sports of the Future ICT Refresh - 15608**

The Head of Scrutiny and Member Development submitted a report, together with relevant background papers, relating to an Officer Delegated Decision (ref no: D35700) of the Director of Resources as follows:-

‘Provide the Sport and Active Recreation Service with:-

- a replacement of the leisure management system
- an upgrade of the data communications network where required
- a minimum connection speed at all centres that do not meet the leisure management system operational requirements.

Re-assessment of priorities and realignment of funding had allowed the project to proceed sooner than anticipated, resulting in missing the July additions to the forward plan. The decision was required to be taken due to the Sport and Active Receptions Service’s current ICT systems reaching the end of the current contract at the end of February 2010’



Appendix 2 of the report i.e. the Business Case was designated as exempt under the terms of Access to Information Procedure Rule 10.4(3).

The decision had been called-in for review by Councillors B Atha, P Grahame, P Gruen, J Illingworth and A Lowe on the following grounds:-

“We the undersigned Members would like greater clarification regarding options considered during the contract allocation process relating to the Sport for the Future ICT refresh. Further information was needed with regard to the cost-benefit analysis of the various options considered and the reasons why the final recommendation were agreed.”

Councillors P Grahame, J Illingworth and A Lowe attended the meeting to present evidence to the Board and respond to Members’ questions and comments.

The following Executive Member and officers were also in attendance:-

Councillor J Procter, Executive Member for Leisure

Ed Mylan, Chief Officer, Resources and Strategy, City Development

Andy Thomson, Business Relationship Manager, Resources

David Dixon, Senior IT Officer, Resources

Bhupinder Chana, Principal Finance Manager, Resources

The Board then questioned Councillors Grahame, Illingworth and Lowe, together with Councillor Procter and officers at length on the evidence submitted.

Some of the points raised by Councillor Grahame, Councillor Illingworth and Councillor Lowe were:-

- the acceptance by Members who had called in the decision of the necessity for a replacement of the leisure management system
- that they considered that the delegated decision process had not been transparent
- that they considered that the business case report was unclear as it suggested that the contract would be awarded to a single supplier and then went on to explain the competitive tendering process and the firms to be invited to tender
- that they were concerned that EU procurement rules could have been breached on this occasion
- a request for clarification of the project objectives and tendering process

In explaining the reasons for the decision, Councillor Procter and officers made the following comments:-

- the fact that the Leisure Flex system no longer supported the operation of the Sports Service as it was some 15 years old, and also from a

procurement viewpoint, the department would need to run a tendering exercise before the current contract expired in 18 months time

- that a competitive tendering exercise was being undertaken and would meet all EU requirements
- that the delegated decision seeking authority to incur expenditure was in order to allocate funding for this essential project and was a generous estimate of the likely costs that will be incurred.
- that the opening of the new PFI Health and Well Being Leisure Centres at Morley and Armley in 2010 required a new leisure management system to be in place by this date

The Chair then invited questions and comments from Board Members and the main areas of discussion were:-

- clarification of the discussions which may have taken place between the Call-In signatories and the relevant officers prior to the decision being Called In  
*(Councillor A Lowe responded and informed the meeting that discussions had taken place and the confidential business case report had been provided to them. However, she considered the report to be unclear, not sufficiently robust and lacking in detail which justified the Call-In. This was a legitimate use of the democratic process as Members wanted assurances from the Director of City Development that she would enter into a competitive tendering process and that all EU regulations would be met)*
- the need to discuss the possible introduction of other mechanisms by which concerns over decisions taken by the Executive and Directors could be resolved or clarified at an early stage before the more formal process of a Call-In was progressed with  
*(The Chair responded and confirmed that he would speak to his fellow Scrutiny Chairs with a view to identifying how this might be achieved)*
- clarification why there were specific amounts of money identified within the report prior to undertaking a competitive tendering process  
*(The Chief Officer, Resources and Strategy, City Development responded and confirmed that this was a normal practice of reserving monies within the Capital Programme)*
- the concern expressed as to whether the tender specification would cover performance targets and a detailed timetable for implementation of the project  
*(The Business Relations Manager, Resources responded and confirmed that a detailed tender specification will be issued to suppliers covering the points raised by Members and will be fully compliant with EU contract regulations)*
- the concern expressed that there had been a slippage within the timescale  
*(The Business Relations Manager, Resources responded and confirmed that the Director of Resources and the Director of City Development were ready to proceed to implement the tender process if the scheme) was released for implementation)*

Following this process, the Chair allowed the Call-In signatories, Councillor Procter and officers to sum up.

On behalf of the Call-In signatories, Councillor A Lowe stated that having heard the evidence from the Chief Officer, Resources and Strategy, City Development, she was supportive of the process and reassured that a competitive tendering exercise would be undertaken.

In conclusion, the Chair thanked Councillor P Grahame, Councillor J Illingworth and Councillor A Lowe, together with Councillor J Procter and officers for their attendance and contribution to the call-in meeting.

**RESOLVED** – That the report and information provided be noted.

**29 Outcome of Call-In**

Following consideration of evidence presented to them, the Board passed the following resolution:-

**RESOLVED** – That the Officer Delegated Decision D35700 be immediately released for implementation.

(The meeting concluded at 12.40pm)

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Originator: Richard Mills

Tel: 247 4557

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**Report of the Head of Scrutiny and Member Development**

**Scrutiny Board (City Development)**

**Date: 1st September 2009**

**Subject: Request for Scrutiny on the need for a Cost Benefit Analysis of  
Any Proposals to Go Ahead with a Designated BBQ Area on Woodhouse  
Moor**

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**Electoral Wards Affected: All but in  
particular**

**Hyde Park & Woodhouse**

Headingley

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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**1.0 Introduction**

- 1.1 The attached request for scrutiny has been received from North Hyde Park Neighbourhoods Association, South Headingley Community Association, Marlborough Residents Association and Friends of Woodhouse Moor. They have written the request under the heading " Protect Woodhouse Moor."
- 1.2 The reasons stated for their request is the alleged "failure by Parks and Countryside to include in its report of 8 October 2008, cost benefit analysis to enable meaningful comparisons to be made between enforcing the existing byelaws on Woodhouse Moor, and Parks and Countryside's preferred option of designated barbeque areas."
- 1.3 Members will recall that the Board at the last meeting concluded consideration of a request for scrutiny from Ward Members representing Headingley and Hyde Park and Woodhouse Wards on the consultation process carried out to help determine whether to go ahead with a designated BBQ area on Woodhouse Moor. On the evidence presented, the Board rejected the request for further scrutiny, "as the consultation process had been carried out in a proper and thorough manner whilst acknowledging that some properties and individuals had not received the questionnaire for a variety of reasons."

1.4 Representatives referred to in paragraph 1.1 and local Ward Councillors from Headingley and Hyde Park and Woodhouse Wards have been invited to attend today's meeting.

## **2.0 City Development Department**

2.1 The Director of City Development has been invited to respond to this request and will be represented at the meeting. Any information provided in writing by the Directorate will be made available to Members of the Board as soon as it is available.

## **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 resource
- whether an Inquiry should be undertaken

## **4.0 Recommendations**

4.1 The Scrutiny Board is asked to:

- (i) Consider the request for Scrutiny from North Hyde Park Neighbourhoods Association, South Headingley Community Association, Marlborough Residents Association and Friends of Woodhouse Moor.
- (ii) Consider the response of the Director of City Development to the issues raised.
- (iii) Determine whether the Board wishes to undertake further scrutiny of this matter on the evidence presented.

Background Papers

**None referred to**

# PROTECT WOODHOUSE MOOR

Mr Peter Marrington  
Head of Scrutiny & Member Development  
Civic Hall  
Leeds  
LS1 1UR

15<sup>th</sup> July 2009

Dear Mr Marrington

In a report to Leeds City Council's Executive Board dated the 8th October 2008, Parks and Countryside accept that the use of barbeques on Woodhouse Moor causes damage to the park and is associated with anti-social behaviour. The report then states that their preferred solution to the problem is to restrict barbecuing to designated areas of the park, so as to contain the problem, rather than to prohibit it.

But the provision of designated areas alone will neither solve the problem, nor contain it. Continual monitoring will be needed to prevent barbeques being lit elsewhere than in the designated areas. At the same time, these areas will need continual maintenance and cleansing to ensure that they remain useable and do not become eyesores.

Since at 3.3.6 the report rejects the request for park wardens to enforce the byelaws on the ground that this would "not be the best use of limited resources available in the budget," the report should provide evidence in the form of cost-benefit analysis, that the provision of designated areas would be a more effective use of resources than the provision of park wardens to enforce the existing byelaws.

We believe that in the absence of any cost benefit analysis to compare the two schemes, the report should not have been presented to the Executive Board, and we are concerned its omission had a bearing on the subsequent decision of the Executive Board to proceed with a barbeque consultation. We therefore request that the relevant Scrutiny Board investigate the omission, and that they recommend that it be remedied, and that the proposal for designated barbeque areas be cancelled until the Executive Board has had a chance to reconsider its earlier decision with the assistance of cost benefit analysis.

Yours sincerely



Martin Staniforth

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Neighbourhood  
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Headingley Hill  
Leeds  
LS6 2EH



Sue Buckle

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Philip Walshaw

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Association

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Marlborough Towers  
Leeds  
LS1 4PG



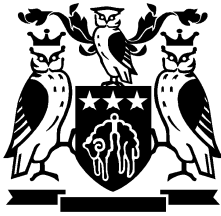
Bill McKinnon

Friends of Woodhouse  
Moor

18 Kendal Walk  
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Originator: George Munson

Tel: 3951767

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## Report of the Director of City Development

Scrutiny Board: City Development

Date: 1st September 2009

Subject: Climate Change

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### Electoral Wards Affected: All

Ward Members consulted  
(referred to in report)

### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Introduction

1.1 Over the past three years, significant progress has been made to understand the council's role in relationship to climate change and to take forward appropriate actions. This report provides contextual background, reference to other reports and attempts to identify broad areas that City Development Scrutiny could usefully investigate further. First, it is essential to provide key definitions.

## 2.0 Definitions

2.1 In order to respond to climate change, action is required in two inter-related areas:

- **Mitigation** – reducing greenhouse gas (GHG) emissions to a safe and stable level.
- **Adaptation** – increasing resilience so that that our society and natural environments can cope with a radically different climate.

2.2 This report focuses on mitigation rather than adaptation.

2.3 When dealing with climate change, the council's role is split into two broad areas:

- **Corporate** – our buildings, fleet vehicles, other assets and day to day operations that we can directly manage.
- **Service delivery and city leadership** – the services that we deliver to/on behalf of our citizens and business and our role to lead the strategic development of Leeds. We can set the framework for action, but rely on our partners, businesses and

residents to also contribute. An example of a service is municipal waste collection and leadership is the Leeds Strategic Plan.

2.4 This report considers all of these areas in a City Development context.

### 3.0 Context

3.1 Work already completed or underway in the climate change area relevant to City Development scrutiny includes:

- In 2008 the Environment and Neighbourhoods Scrutiny Board published their **Statement On The Council's CO<sub>2</sub> Emissions**. This report made six recommendations to reduce corporate emissions, all of which have either been completed or are being taken forward. The focus was on short term emissions reductions, largely through energy efficiency, so renewable energy<sup>1</sup> was not considered as a major factor at the time.
- The council adopted **NI185 – CO<sub>2</sub> reduction from local authority operations** as one of our 32 priorities within the Leeds Strategic Plan. We have set a target to reduce corporate emissions by 3.4% over two years with activity focussed on energy efficiency in our buildings, the street lighting PFI, and low carbon vehicles. As this is a short-term target, renewable energy, combined heat and power<sup>2</sup> (CHP) and district heating<sup>3</sup> do not contribute significantly.
- A draft **Carbon Reduction Strategy** has recently been discussed with CLT and will be taken to members shortly. This aims to set the strategic direction to make corporate buildings as close to carbon neutral as technically and financially viable by 2026. In the short-term, this will be achieved by improved energy efficiency and reducing corporate office-space but longer-term significant amounts of on and off-site<sup>4</sup> low or zero carbon<sup>5</sup> (LZC) energy will be required.
- The **Leeds Climate Change Strategy**, published in July 2009, sets the strategic direction for service delivery and city leadership action on both mitigation and adaptation. It identifies 35 priority areas to progress over the next two years. Many of these are already included within service plans (e.g. transport, waste and domestic energy efficiency). One of the main gaps is in strategic city scale energy planning.

### 4.0 Scope

4.1 It is clear from the above that energy efficiency is already well covered within existing plans and programmes and has recently been scrutinised. However, there are gaps

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<sup>1</sup> Renewable energy is defined as energy generated from natural resources - such as sunlight, wind, rain, tides and geothermal heat - which are renewable (naturally replenished). Common technologies are briefly described in Appendix 1.

<sup>2</sup> CHP is defined as the use of a heat engine or a power station to simultaneously generate both electricity and useful heat. Conventional power plants lose the heat created as a by-product of electricity generation into the environment through cooling towers, whereas CHP captures the by-product heat for domestic or industrial heating purposes, either very close to the plant, or as hot water for district heating.

<sup>3</sup> District heating is a system for distributing heat generated in a centralised location (i.e. CHP plant) for residential and commercial heating requirements such as space heating and water heating.

<sup>4</sup> On site energy is typically integrated into the building fabric and usually only supplies that site. Off site energy can be many miles distant from the site but is linked through district heating systems or specific electricity supply contracts.

<sup>5</sup> Low and zero carbon energy is the generic term for those technologies which can provide significant carbon reductions against traditional systems. This term includes renewables, CHP and district heating.

within strategic city scale energy planning and deployment of LZC energy within our estate.

4.2 Therefore, the recommended focus for City Development Scrutiny is on **our corporate and service delivery roles to stimulate new LZC energy capacity in Leeds to achieve emissions reductions**. This fits with the planning, asset management and sustainable development functions of the Directorate.

4.3 The remainder of the report provides additional supporting information regarding renewable energy, with descriptions of some common renewable energy technologies in appendix 1.

## 5.0 Renewable energy drivers for our estate

- **NI185 – CO<sub>2</sub> reduction from local authority operations**

5.1 NI185 concentrates effort primarily on cost-effective energy efficiency improvements. However, in order to gain operational experience of different technologies that will need to be deployed in future, the NI185 action plan also covers installation of smaller LZC energy technologies.

- **Carbon Reduction Commitment (CRC)**

5.2 The Government's new carbon trading scheme, the Carbon Reduction Commitment, will require us to purchase carbon allowances for every tonne of carbon that we emit from our corporate estate from 2011 onwards. Initially, this will cost approximately £1m pa but as the available allowances reduce, the likelihood is that this cost will rise significantly. Better than average emissions reductions each year will be rewarded with a high percentage of revenue recycled to us; a poor performance with a low percentage.

5.3 In the short term the most cost-effective carbon reductions will be energy efficiency investments, behaviour changes and consolidation of our estate. However, in order to continue to reduce emissions in line with the Carbon Reduction Strategy and to qualify for revenue recycling from the CRC we will need to invest in some major LZC energy projects.

- **Energy security**

5.4 The International Energy Agency (IEA) estimates that the decline in oil production in existing fields is now running at 6.7 per cent a year and new fields are not being discovered or exploited fast enough to cover this long-term decline. Although the IEA believes 'peak oil' (the maximum level of extraction) will not arrive until 2020, it believes that we are heading for an earlier "oil crunch" because demand after 2010 is likely to exceed dwindling supplies.

5.5 This oil crunch will lead to rapidly escalating fuel prices and supply uncertainty. To reduce exposure to these risks, we need to reduce total energy demand and try to control the source of production through increased investment in local LZC energy sources.

## 6.0 Implications

6.1 There are now significant short, medium and long-term drivers to encourage us to

invest in renewable energy within our corporate estate. However, we have not yet established all of the structures to respond to these drivers, particularly for larger scale projects. In order to deliver large scale projects we should consider:

- Conducting an assessment of renewable energy potential across our estate, both for building integrated and grid-connected renewables.
- Utilising support available through Partnership for Renewables (a Carbon Trust Enterprises company) to plan, finance and project manage the installation of large renewables, including wind, on our estate.

## 7.0 Renewable energy drivers for service delivery

- **Regional Spatial Strategy**

7.1 The Regional Spatial Strategy (RSS) includes two policies relating to renewable energy:

### **ENV5B1**

*Delivering at least the Regional and Sub-Regional targets for installed grid-connected renewable energy capacity. [The indicative local authority target for Leeds is 11MW by 2010 and 75MW by 2021]*

### **ENV5B3**

*In advance of local targets being set in DPDs, new developments of more than 10 dwellings or 1000m<sup>2</sup> of non-residential floorspace should secure at least 10% of their energy from decentralised and renewable or low-carbon sources, unless, having regard to the type of development involved and its design, this is not feasible or viable.*

7.2 These two policies require different actions from us. Policy ENV5B1 requires us to carry out a strategic review to ascertain the technical potential and financial viability of a mix of different technologies and locations to meet the target. This should then be presented as a Development Plan Document as part of the Local Development Framework. Some work has already been undertaken as part of the emerging Natural Resources and Waste DPD and support to develop this further may be available from Future Energy Yorkshire<sup>6</sup>.

7.3 Policy ENV5B3 should be applied to all relevant applications through the planning approval process. This would result in a significant number of larger developments having on-site LZC energy, helping to stimulate the market locally and reduce future costs of compliance with likely Building Regulation changes. Although we have worked with a small number of developments to implement ENV5B3, we do not consistently require developers to make provision for renewable energy. The development market is tight at the moment and additional requirements may dissuade developers from bringing forward proposals in Leeds. The policy also requires planners to obtain new skills in order to properly assess each application and to provide assistance or challenge as appropriate to developers. Support may be available from next year via Future Energy Yorkshire to run courses for planners to develop the required skills.

- **Developers**

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<sup>6</sup> Future Energy Yorkshire is a wholly owned subsidiary of Yorkshire Forward responsible for developing the renewable energy market in the region.

- 7.4 We are experiencing increased applications from private developers for renewables, particularly for large scale wind. Each application has to be carefully evaluated and an individual case constructed, taking scarce officer time. Where planning permission is refused, experience from other authorities shows that developers often successfully take appeals to Planning Inspectors, with associated officer, reputational and financial costs.
- 7.5 Publishing a clear strategic framework with parts of the city zoned as suitable for different technologies would minimise the number of speculative or inappropriately located planning applications.

- **Government Policy**

- 7.6 The Renewable Energy Strategy published by the Department of Energy and Climate Change (DECC) in 2009 committed to put in place mechanisms to provide financial support for renewable electricity and heat worth around £30 billion between now and 2020. Key commitments are to:
- Extend and expand the Renewables Obligation for large-scale renewable generation;
  - Amend or replace the Renewable Transport Fuel Obligation to increase use of sustainable biofuels; and
  - Introduce a new Renewable Heat Incentive and 'Feed-In Tariffs' to provide guaranteed payments to individuals, business and communities for renewable heat and small-scale electricity generation.
- 7.7 The policies contained in the strategy are likely to significantly increase the number of both small and large scale LZC energy developments in Leeds.

## **8.0 Implications**

- 8.1 The changed nature of regional planning policy, national policy and incentives and increased demand for renewables means that we cannot afford to continue to take a reactive approach to planning for LZC energy. In order to develop a more strategic approach we should consider:
- Undertaking a detailed review of the renewable energy resources and constraints in order to identify zones within Leeds suitable for different forms of LZC energy.
  - Establishing an Energy Services Company (ESCo) with the specific remit to support the development of large scale LZC energy in Leeds.

## **9.0 Recommendations**

- 9.1 That the Scrutiny Board (City Development) concentrates on one or more of:
1. Evaluating options for installing LZC energy as part of the corporate estate, with a focus on large scale projects.
  2. Progress in planning policy to strategically plan for large-scale grid-connected renewables.
  3. Development control processes to ensure that developments of over 10 dwellings or 1000 m<sup>2</sup> have at least 10% on-site LZC technologies.
  4. The appropriate delivery structure to ensure that LZC energy, particularly large grid connected or on-site in major regeneration areas, is delivered.

## Appendix 1 – Common Renewable Energy Technologies

### Wind turbines

A wind turbine harnesses energy from the wind to produce electricity. The most common design is of three blades mounted on a horizontal axis, which is free to rotate into the wind on a tall tower or mast. The blades drive a generator either directly or via a gearbox (generally for larger machines) to produce electricity for consumption on site or sale to the grid. Modern designs can be very quiet in operation.

Wind turbines can be mounted on masts that are free-standing or tethered with wire guys. The greatest amount of power will be generated if turbines have a constant supply of steady wind, which is dependent on the site having a good wind profile (average wind speed of 5-6 m/s or higher) and being free of obstructions such as trees or buildings.

Wind turbines are amongst the most cost-effective renewables, on the right site. The main drawbacks are that not every site is suitable and negative perceptions amongst some local residents, based around outdated expectations of noise and subjective visual objections. For any wind-turbine application, it is essential to involve local residents early on in the design and make sure that photomontages are made available to allay fears.

In Leeds, there are only a few sites that are suitable for the largest (125m tall) turbines due to the large resident population, the number of high-quality environments, generally low wind-speeds and conflicts with radar. Smaller turbines have some potential even in these areas but give poorer returns on investment.

### Biomass

Biomass, a renewable energy source, is biological material derived from living, or recently living organisms, such as wood, waste, and alcohol fuels. Forest residues, wood chips, waste organic material from fibre or food production and specifically grown energy crops (such as miscanthus, switchgrass, hemp, corn, poplar, willow, sorghum, sugarcane and a range of tree species) are all classified as biomass.

There are a number of technological options available to make use of the wide variety of biomass types as a renewable energy source. Conversion technologies may release the energy directly, in the form of heat or electricity, or may convert it to another form, such as liquid biofuel or combustible biogas. Examples include:

*Thermal conversion* - these are processes in which heat is the dominant mechanism to convert the biomass into another chemical form. The most common technology is combustion based (biomass boilers or CHP) but pyrolysis and gasification are growing in popularity.

*Chemical conversion* - a range of chemical processes may be used to convert biomass into other forms, such as to produce a fuel that is more conveniently used, transported or stored, or to exploit some property of the process itself.

*Biochemical conversion* - makes use of the enzymes of bacteria and other micro-organisms to break down biomass. In most cases micro-organisms are used to perform the conversion process: anaerobic digestion, fermentation and composting.

In Leeds there are many woods, both council and non-council, that are currently under-managed. Bringing these woodlands into a management regime would enable biomass to be extracted in a controlled manner, without a large impact on biodiversity or leisure usage.

## **Energy from Waste**

Energy from waste (EfW) is the process of creating energy in the form of electricity or heat from waste. EfW is therefore a form of energy recovery to recoup some value from waste materials. Most EfW processes use a form of thermal combustion (typically incineration) to produce electricity directly with some heat recovery, or produce a combustible fuel commodity, such as methane, methanol, ethanol or synthetic fuels.

There are a number of other new and emerging technologies that are able to produce energy from waste and other fuels without direct combustion. Many of these technologies have the potential to produce more electric power from the same amount of fuel than would be possible by direct combustion.

Common thermal technologies include gasification and pyrolysis and common non-thermal technologies are anaerobic digestion and fermentation.

## **Hydropower**

Hydropower, or water power, is power derived from the force of moving water, which may be harnessed for useful purposes. Most types of modern hydropower are used to generate electricity.

Small scale hydro or micro-hydro power has been increasingly used as an alternative energy source, especially in remote areas where other power sources are not viable. Small scale hydro power systems can be installed in small rivers or streams with little or no discernible environmental effect on things such as fish migration.

The main considerations in a micro-hydro system installation are: a sufficient and consistent flow of water, the height difference between the intake and the exit and compliance with legal and regulatory issues.

In Leeds, there is potential to install modern small scale hydro on both the river Aire and Wharf, using some of the old civil engineering works associated with old mills. Modern Archimedian screws (slow moving encased corkscrews) can generate around 250kW of electricity on a good site and are considered to be 'fish-safe' and relatively quiet and unobtrusive.

## **Combined heat and power (CHP)**

CHP uses a heat engine or a power station to simultaneously generate both electricity and useful heat. CHP uses heat that would be wasted in a conventional power plant, potentially reaching an efficiency of up to 89%, compared with 55% for the best conventional plants. This means that less fuel needs to be consumed to produce the same amount of useful energy.

CHP is most efficient when the heat can be used on site or very close to it. However, an exact match between the heat and electricity needs rarely exists. A CHP plant can either meet the need for heat needs on site or use district heating to transfer excess heat to neighbouring developments.

Overall efficiency is reduced when the heat must be transported over longer distances. This requires heavily insulated pipes, which are expensive and inefficient; whereas electricity can be transmitted along a comparatively simple wire, and over much longer distances for the same energy loss.

In Leeds there already exist a number of CHP units (notably at St James's hospital, at the Carlsberg-Tetley brewery and on the University of Leeds/LGI campus). There are major opportunities to develop new CHP schemes across Leeds with advanced plans to integrate CHP with the Eastgate/Harewood development, to expand the University/LGI scheme and in Holbeck Urban Village.

The biggest challenges for CHP in Leeds are raising sufficient capital finance and ensuring that new developments commit to using the heat to give investors certainty over financial returns.

### **Air or ground-sourced heat pumps**

A heat pump is a machine that moves heat from one location (the 'source') to another location (the 'sink' or 'heat sink') using mechanical work. The most commonly understood heat pumps are fridges and freezers, which exploit the physical properties of evaporating and condensing fluids, known as refrigerants.

Recently, reversible-cycle heat pumps have started to be commonly used to provide thermal comfort in homes and offices. These heat pumps use a vapour-compression refrigeration device that includes a reversing valve and optimized heat exchangers so that the direction of heat flow may be reversed. Most commonly, heat pumps draw heat from the air or from the ground.

Ground-sourced heat pumps require heat capturing coils filled with a heat transfer fluid to be laid in trenches or in deep bore holes, depending on the ground available. As the ground temperature stays relatively constant these provide consistent heat sources. Air source heat pumps resemble air-conditioning units and upgrade heat from external air to a useful temperature for internal heating. Typically, below about  $-5^{\circ}\text{C}$  air source heat pumps struggle.

Ground and air source heat pumps have good potential in Leeds.

### **Photovoltaics (solar cells)**

Solar photovoltaic (PV) systems use energy from the sun to convert solar radiation into electricity, which can be used directly to run appliances and lighting or sold to the national grid.

PV systems perform best in direct sunlight, but continue to perform well in reduced light conditions. Systems come in various forms including solar tiles, roof-integrated panels and on-roof panels. PV systems are also available for cladding buildings and covering walkways.

PV systems main benefits are their flexibility, suitability to most situations, ease of installation, low maintenance and production of electricity in the day when it is most needed. Their main drawback is that they are expensive with long-payback periods.

### **Solar thermal (solar panels)**

Solar panels can be fitted onto or integrated into a building's roof and use the sun's energy to heat a heat-transfer fluid which passes through the panel.

The fluid is fed to a heat store (e.g. a hot water tank) to provide part of the hot water demand for the building. Usually another heat source will be needed to supplement collectors in winter months. Solar panels can also be used to heat swimming pools.



Solar thermal installations' main benefits are their relatively low capital costs and ease of maintenance. The drawback is that they are not suitable for integration to all existing heating systems, heat production doesn't always match demand profiles (unless excess heat can be 'dumped' to a swimming pool) and the value of energy generated is relatively low.

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Originator: Marilyn Summers

Tel: 395 0786

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## Report of the Head of Policy, Performance and Improvement

**Meeting: City Development Scrutiny Board**

**Date: 1<sup>st</sup> September 2009**

**Subject: Quarter 1 Performance Report 2009-10**

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### Electoral Wards Affected:

Ward Members consulted  
(referred to in report)

### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## Executive Summary

1. This report discusses the key performance issues considered to be of corporate significance identified for specific services related to City Development as at 30<sup>th</sup> June 2009. The issues discussed in this report have been identified because performance in these areas impacts upon one of the following, the delivery of our corporate priorities, performance against the National Indicator set which will be reflected in our CAA judgement or the lack of assurance relating to data quality.

The current economic climate is having a significant impact across a number of areas within City Development particularly in relation to unemployment and its associated problems; it is expected that this will continue to rise even after the economy returns to growth.

'NI 157 Majors' is showing the effects of the recession. This Indicator measures the percentage of the largest, often complex, Planning Applications processed within the Government set time limit of 13 weeks. A target of 70% was set in the Local Area Agreement, for NI 157 Majors, 10% higher than the Government's published target of 60%. This reflected our desire to promote investment in the city, the increasing use of PPAs for the most complex applications and the move towards a national aspiration of 80% of 'Majors' determined within 13 weeks, by 2012. However, the number of new 'Major' applications received has reduced significantly as a result of the recession, with only 36 new 'Major' applications being received during Q1 2009/10.

## **1.0 Purpose Of This Report**

- 1.1 The purpose of this report is to present the key areas of under performance at the end of Quarter 1 (1<sup>st</sup> April – 30<sup>th</sup> June 2009).

## **2.0 Background Information**

- 2.1 This 'highlight report' has been prepared in readiness for the Accountability process, which included the CLT meeting on 18<sup>th</sup> August, Leader Management Team on 20<sup>th</sup> August 2009 and the Scrutiny Boards in the September cycle.
- 2.2 The issues discussed in this report have been identified because performance in these areas impacts upon one of the following, the delivery of our corporate priorities, performance against the National Indicator set which will be reflected in our CAA judgement or the lack of assurance relating to data quality.

## **3.0 Main Issues**

### **3.1 City Development Performance Issues**

The impact of the recession is now becoming clearer and the economy is beginning to settle down following a period of extreme flux. Economists are now starting to predict that the worst could be over, however this doesn't mean that recovery will come quickly. The biggest impact that the authority will face is from unemployment and its associated problems. It is expected that this will continue to rise even after the economy returns to growth.

The National Indicator which relates to the local employment rate is NI 151; this is reported on a quarterly basis, but over a rolling year (i.e. the result for quarter 4 of 2008/09 relates to the period October 2007 to September 2008. The result for quarter 1 of 2009/10 relates to the period January 2008 to December 2008). For quarter 1 of 2009/10, the employment rate in Leeds was 72.4%; this is below the national average of 74.2%, and the regional figure of 73.0%. It is 0.6% lower than the previous quarter's result of 73%, however. This decline is to be expected in a time of rising unemployment; however, it should be recognised that the survey has a 95% confidence interval so the published figures should be viewed with some caution. There is also a time lag with the data, which means that it does not reflect the immediate position.

Another indicator which is showing the effects of the recession, is 'NI 157 Majors'. This Indicator measures the percentage of the largest, often complex, Planning Applications processed within the Government set time limit of 13 weeks.

It was anticipated that results for this indicator would be affected by the increasing use of the recently introduced Planning Performance Agreements (PPAs) for the largest-scale major applications. Timescales for PPAs are agreed individually with developers and applications under PPAs are removed from the 'Majors' category. 6 PPAs are currently in place and a further 5 are under discussion.

A target of 70% was set in the Local Area Agreement, for NI 157 Majors, 10% higher than the Government's published target of 60%. This reflected our desire to promote investment, the increasing use of PPAs for the most complex applications and the move towards a national aspiration of 80% of 'Majors' determined within 13 weeks, by 2012.

The number of new 'Major' applications received, however, has reduced significantly as a result of the recession, with only 36 new 'Major' applications being received during Q1 2009/10. In addition, the backlog of older applications has increased as a proportion of the total number of applications. There are currently 79 'out of time' applications on hand. The difficulty with processing applications within the 13 week deadline is largely due to the reluctance of applicants to sign S106 agreements; this appears to be a direct result of the

financial implications for developers of the recession. A strategy is being developed to address the backlog and this is likely to have a significant effect on future results against the target for this indicator.

During the first quarter, work focused on determining as many of the new applications which we received as possible within the 13 week time limit. Of the 37 decisions made during the quarter, 25 applications (67.57%) were determined 'in-time'.

### **3.2 Data Quality**

3.2.1 We are currently undertaking a review of the criteria used to inform the data quality judgements that are included in Accountability reports for each performance indicator. The process that we are using to drive these changes is the one that has been successfully adopted by our core city benchmarking partner, Sheffield City Council.

3.2.2 Our objective is to work closely with directorates and partners in order to adopt a more robust, consistent and over-arching approach that provides a wider based data quality judgement. This will be an improvement on our current process which is mainly focused on completion of the data quality checklists alone.

### **4.0 Implications For Council Policy And Governance**

4.1 Effective performance management enables elected members and senior officers to be assured that the council is making adequate progress and provides a mechanism for them to challenge performance where appropriate. Effective performance management also forms a key element of the organisational assessment under the Comprehensive Area Assessment introduced in April 2009. The CAA examines and challenges of the robustness and effectiveness of our corporate performance management arrangements.

4.2 Our approach to performance management could improve policy making and decision making by making better use of the existing information in relation to the services the council provides either on its own or in partnership.

### **5.0 Legal And Resource Implications**

5.1 There are no specific legal or resource implications of this report.

### **6.0 Conclusions**

6.1 This report and the attached appendix highlights the key concerns in relation to City Development performance and data quality. As set out above the current economic climate is having a significant impact across a number of areas within City Development.

### **7.0 Recommendations**

That the City Development Scrutiny Board note the Quarter 1 performance information and highlight any areas for further scrutiny.

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	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Qtr1	Predicted Full Year Result	Data Quality Checklist Received
1	Business Plan / LSP - Government Agreed	NI 185	CO2 reduction from local authority operations	Sustainable Development	Quarterly %	Fall	141,699 tonnes CO2	0	2.1%	N.A.	N.A.	No Concerns with data
<p>A reduction of 7.2% (i.e. 30620 tonnes of CO2) on Q1 2008/09                      We appear to be making good progress across most emissions categories (buildings achieved -10.2%; streetlights +0.6%; staff travel +9.5%; fleet +2.5% &amp; outsourced fleet -2.6%) and therefore remain a 'green' risk rating.                      However, there is significant variance in some of the lines of data between Q1 08/09 and Q1 09/10 which may be down to a number of factors (human error, billing issues, natural variation, service changes, etc) and if the variance continues to be of concern at Q2 we will review in depth.                      Data variance highlights the need for automated meter readings and sophisticated energy management software to reduce likelihood of errors and identify trends.                      A detailed NI185 action plan has been agreed and some actions are now being taken forwards, focussed on cost-effective carbon reductions.                      PLEASE NOTE - 20-YEAR AVERAGE DEGREE DAY DATA HAS BEEN APPLIED TO THE DATA AS THE TRUE DEGREE DAY DATA WILL NOT BE AVAILABLE UNTIL APRIL 2010.                      THEREFORE THIS FIGURE WILL NEED TO BE REVISED AT YEAR END.</p>												
2	Leeds Strategic Plan - Government Agreed	NI 188	Planning to adapt to climate change	Sustainable Development	Quarterly Level	Rise	Level 0	Level 1	Level 2	Level 1	Level 2	No Concerns with data
<p>Level 1 was reported as complete at the end of 2008/09. This quarter, two MSc students were employed to tackle one of the biggest tasks in this indicator, to conduct comprehensive risk assessments of all services. Supported by United Kingdom Climate Impacts Programme, a total of 9 workshops were held, involving both council and external participants, focusing on our four priority areas: natural environment, built environment, health and social care and transport and utilities. Each workshop identified risks for the predicted climate changes, prioritised these then began to think of potential adaptation actions.</p>												
3	Leeds Strategic Plan - Partnership Agreed	NI 157 - Majors	Processing of planning applications as measured against targets for Major application types	Planning Services	Quarterly %	Rise	63.00%	65.33%	70.00%	67.57%	60.00%	No Concerns with data
<p>Performance is below target for this indicator due to the effects of the recession in both reducing the number of new Major Planning Applications received, and in causing a backlog of 'out of time' applications where in many cases (for financial reasons) developers are reluctant to sign s106 agreements. The removal of some Major applications, to be dealt with separately under Planning Performance Agreements, has also affected performance by causing a further reduction in the overall number of new applications. Of the 37 new applications determined in quarter 1, 25 (67.57%) were determined 'in time'.</p>												
4	Leeds Strategic Plan - Partnership Agreed	LSP-EE1a	Support the establishment of 550 new businesses in deprived communities in Leeds by 2011.	Economic Services	Quarterly Number	Rise	12,751	13,016	13,117	13,028	13,117	No Concerns with data
<p>Despite the difficult economic circumstances being experienced across the global economy, Leeds continues to do relatively well and the number of businesses in our deprived communities continues to grow, suggesting that our approach through the LEGI programme is working. LEGI PIs are currently under review.</p>												
5	Leeds Strategic Plan - Partnership Agreed	LSP-CU1a(i)	Number of physical visits to libraries	Libraries and Information	Quarterly Number	Rise	4,181,923	3,998,358	3,850,000	960,337	3,850,000	No Concerns with data
<p>Although this figure is down by 8.4% on last year, it is almost exactly a quarter of this year's target, which was set to take account the long closures of Compton Road &amp; Garforth libraries.</p>												

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	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Qtr1	Predicted Full Year Result	Data Quality Checklist Received
6	Leeds Strategic Plan - Partnership Agreed	LSP-CU1a(ii)	Visits to Museums and Galleries: The total number of visits to Museums and Galleries.	Museums and Galleries	Quarterly Number	Rise	384,346	995,883	1,000,500	231,355	1,006,394	No Concerns with data
<p>Predicted year result is based on Q1 being an average 23% of the full year result. Six of our nine sites are showing higher visitor numbers than this time last year, with the Art Gallery showing a significant drop. This has been attributed, however, to a technological problem with the magic eye counter, which is currently being investigated. This may negatively impact on three months' worth of visitor data.</p>												
7	Leeds Strategic Plan - Partnership Agreed	LSP-TP1e	Increase the number of new customers on low incomes accessing credit union services (savings, loans and current accounts)	Strategy and Policy	Quarterly Number	Rise	6,700	5,971	3,500	1,084	3,500	No Concerns with data
<p>The annual target for this indicator is 3,500 new customers on low incomes, the performance for quarter one is on target.</p>												
8	National Indicator	NI 157 - County Matters	Processing of planning applications as measured against targets for County Matter application types	Planning Services	Quarterly %	Rise	64.71%	64.71%	TBC	40.00%	50.00%	No Concerns with data
<p>Of the 10 County Matters decisions made, 4 were within the 13-week timescale for this indicator. This is a new indicator which commenced in April 2008 as part of the new NI 157 national indicator suite. Unlike the other parts of NI 157 (major, minor and other planning applications), government have not set national targets. Because of the highly complex nature of these applications (minerals and waste applications) and the small number submitted, it would be difficult to set meaningful targets. The full-year result will be compared to performance in 2009-10 at which point a decision will be made on the appropriateness of targets.</p>												
9	National Indicator	NI 157 - Minors	Processing of planning applications as measured against targets for Minor application types	Planning Services	Quarterly %	Rise	65.00%	76.17%	65.00%	80.08%	75.00%	No Concerns with data
<p>Leeds City Council targets have been set to match and maintain the Government's published target, although we are performing well against this.</p>												
10	National Indicator	NI 157 - Others	Processing of planning applications as measured against targets for Other application types	Planning Services	Quarterly %	Rise	80.00%	86.41%	80.00%	87.24%	85.00%	No Concerns with data
<p>Targets have been set to match and maintain the Government's published target, and the service is performing well against this.</p>												



	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Qtr1	Predicted Full Year Result	Data Quality Checklist Received	
Page 35	11	National Indicator	NI 151	Overall Employment rate (working age)	Planning and Economic Policy	Quarterly %	Rise	75.1%	73.0%	N.A.	72.4%	N/A	No Concerns with data
	<p>Between January and December 2008 the employment rate in Leeds was 72.4%; this is below the national average of 74.2%, and the regional figure of 73.0%. The results of quarter one for Leeds are 0.6% lower than the previous quarter's result, which relate to the period between October 2007 and September 2008 (73%). This decline is to be expected in a time of rising unemployment; however, it should be recognised that the survey has a 95% confidence interval so the published figures should be viewed with some caution.</p> <p>It is not possible to set targets or predict a year end result for this indicator because:</p> <p>(i) The employment rate in a labour market the size of Leeds (over 450,000 working) is determined largely by external forces.</p> <p>(ii) The Annual Population Survey is a sample survey and so sampling error is an issue. We can be 95% sure that the true figure for Leeds in 2007 was +/- 2.2%. This range in turn makes comparisons and target setting unreliable.</p>												
	12	Local Indicator	LEGI1	Support the establishment of 550 new businesses in deprived communities in Leeds by 2011, with two thirds started by local residents.	Economic Services	Quarterly Number	Rise	0	216	343	280	374	No Concerns with data
<p>Despite the current economic climate, we continue to see strong growth in the enterprise stock in our target areas.</p>													
13	Local Indicator	LEGI2	To assist 650 existing businesses in deprived communities in Leeds to survive and grow by 2011.	Economic Services	Quarterly Number	Rise	0	569	406	808	900	No Concerns with data	
<p>Local businesses continue to be interested in accessing support in the current difficult times. Many small and medium sized businesses are still experiencing difficulties, however there is still some will to expand and take on new employees. Our role here is to connect local businesses to the mainstream support available through Business Link, Train to Gain, etc, and we continue to have considerable success in this work.</p>													
14	Local Indicator	LEGI3	To attract 75 existing businesses to relocate to deprived communities in Leeds by 2011.	Economic Services	Quarterly Number	Rise	0	18	46	25	46	No Concerns with data	
<p>The most challenging target for the Programme is to attract new investors into deprived communities. This has been slow over the first quarter but will be a greater focus for the remainder of the year .</p>													
15	Local Indicator	LEGI4i	To create 1,100 jobs and move 800 people from deprived communities in Leeds into employment or self-employment by 2011. Part i: To create 1,100 jobs.	Economic Services	Quarterly Number	Rise	0	355	689	537	689	No Concerns with data	
<p>This is ahead of target and demonstrates that, despite the economic climate, many of our businesses are still keen to grow and that the impact of new start-up businesses can be significant if there are sufficient new businesses.</p>													

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Qtr1	Predicted Full Year Result	Data Quality Checklist Received
16	Local Indicator	LEGI4ii	To create 1,100 jobs and move 800 people from deprived communities in Leeds into employment or self-employment by 2011. Part ii: Move 800 people from deprived communities in Leeds into employment or self-employment	Economic Services	Quarterly Number	Rise	0	227	501	375	501	No Concerns with data
63 local residents have found employment through the Programme - either as employees of new start businesses or expansions, or through the support they have received on the startup programme. LEGI PIs are currently under review.												
17	Local Indicator	LKI CD HW04	The percentage of lighting points across the city in light.	Highways Services	Monthly %	Rise	98.50%	99.50%	N.A.	98.93%	99.50%	No Concerns with data
Southern Electrical Contracting have met their performance target for this indicator. This may be attributed to the improvements detailed within performance indicator LKI-215a, and also the Core Investment Programme which so far has replaced approximately 40,000 street lights across the city.												
18	Local Indicator	BV-170c	The number of pupils visiting museums and galleries in organised school groups	Museums and Galleries	Quarterly Numerical	Rise	23,939	35,890	36,608	10,124	36,670	Checklist completed, no concerns highlighted, but additional supporting comments required.
Predicted year result is based on Quarter 1 being an average 27% of the full year result. Figures are slightly up at nearly all sites and the indicator is currently on target.												

	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Qtr1	Predicted Full Year Result	Data Quality Checklist Received
19	Local Indicator	CP-CU50b	Visits to the City Council's cultural facilities - Sport & Active Recreation	Sport and Active Recreation	Quarterly Numerical	Rise	4,366,065	4,552,263	4,293,463	1,125,461	4,293,463	No Concerns with data
<p>24.09% of the target for 09/10 has now been achieved. During Quarter 1 0809 there were 1,137,733 visits and in the corresponding period Quarter 1 0910 there were 1,125,461, a reduction of 1.08%. Obviously the closure of Morley for a PFI redevelopment is a key factor here, on average the site contributes around 90,000 visits in Quarter 1. The reduction between Quarter 1 0809 and Quarter 1 0910 is only -12,272 visits. Significant increases in throughput have been seen in Quarter 1 0910 vs Quarter 1 0809 at South Leeds Sports Centre, Middleton Leisure and John Charles Centre for Sport (Bowls and Athletics now coded to Stadium along with Tennis Centre). Obviously this is partly driven by Morley users now using these facilities.</p>												
20	Local Indicator	LKI 215a	The average number of days taken to repair a street lighting fault which is under the control of the local authority	Street Lighting	Quarterly Days	Fall	N.A.	4.57	5.00	4.74	4.54	No Concerns with data
<p>Southern Electrical Contracting have met their performance target for this indicator. A number of factors have contributed to the improvements made on this indicator including the increased number of patrol and repairs, the seasonal lighter nights which generally lead to a reduction in the number of faults reported and the newer apparatus in use as a result of the Core Investment Programme.</p> <p>Although the patrol and repair system has improved performance, the system has given rise to a small number of complaints due to the time of repairs, as now repairs can take place outside the "committed working hours" of 7am to 10pm. This situation is being monitored by the contracts team.</p>												
21	Local Indicator	LKI 215b	The average time taken to repair a street lighting fault where response time is under the control of a Distribution Network Operator (DNO)	Street Lighting	Quarterly Days	Fall	N.A.	43	20.00	20.19	26.00	No Concerns with data
<p>The target agreed to by Southern Electrical Contracting is dependent on the performance of Yorkshire Electricity (YE).</p> <p>Whilst performance has improved significantly compared to last year, YE are still not meeting the target agreed. Although the introduction of electronic data exchange has improved performance, the pro-longed period of wet weather has had an adverse effect on the underground network due to the ground being saturated, resulting in a greater number of cable faults. Performance is discussed with YE regularly however until they commit to investing in their deteriorating underground infrastructure, supply faults will continue to occur and improvement in performance can only be achieved through a quicker repair response times.</p>												

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	Performance Indicator Type	Reference	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Full Year Result
1	Leeds Strategic Plan Government Agreed	NI 154	Net Additional homes provided	Planning and Economic Policy	Annually Numerical	Rise	3,327	N.A.	3,400	3,828
2	Leeds Strategic Plan Partnership Agreed	LSP-EE1A	Support the establishment of 550 new businesses in deprived communities in Leeds by 2011.	Economic Services	Quarterly Number	Rise	12,751	N.A.	12,751	13,016
3	National Indicator	NI 151	Overall Employment rate (working age)	Planning and Economic Policy	Quarterly %	Rise	75.1%	N.A.	N.A.	73.00%
4	National Indicator	NI 177	Local bus and light rail passenger journeys originating in the authority area in a given year	Transport Policy	Annually Number	Rise	196,900,000	N.A.	198,200,000	195,037,811
5	National Indicator	NI 178 - All Registered Services	Bus services running on time: Non-frequent services running on time	Transport Policy	Annually %	Rise	86.8%	N.A.	89.6%	85.00%
6	National Indicator	NI 178 - Frequent Services	Bus services running on time: Excess waiting time for frequent scheduled services (6 or more buses per hour)	Transport Policy	Annually Minutes and sec	Fall	1 Minute 36 Seconds	N.A.	1 Minute 9 Seconds	1 minute 2 Seconds

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# Accountability Reporting Guidance

Column Title	Description	
PI Type	<p>The PI Type column describes which basket each indicator belongs to. A basket is a set of indicators which we use to report on progress relating to different plans or frameworks, such as the Leeds Strategic Plan.</p> <p>Leeds Strategic Plan Government Agreed - These indicators show progress against the Leeds Strategic Plan and also form our Local Area Agreement.</p> <p>Leeds Strategic Plan Partnership Agreed - These indicators are the locally agreed priorities included in the Leeds Strategic Plan.</p> <p>Business Plan - These are indicators that form part of the Council Business Plan.</p> <p>National Indicator - These indicators are part of the set that are used to measure local government performance.</p> <p>Local Indicator - These are local key indicators for Leeds set by specific service areas.</p>	
Reference	Each indicator has a unique reference number.	
Title	This is the title given to the indicator.	
Service	The service column identifies which team within the Council is responsible for service delivery, monitoring the performance and data quality of each indicator.	
Frequency & Measure	<p>The top line in this column identifies how often we collect this information. This may be every month, every three months (quarterly) or once a year (annually). We only report annual indicators at the end of quarter 4 (after the end of March).</p> <p>The second line in this column identifies what measure we use to check on progress. For example, we might measure this result in the number of days or weeks we should take to finish something, such as a planning application. In another case, we might measure the percentage, such as the percentage of enquiries we respond to within five minutes.</p>	
Rise or Fall	The good performance column identifies if the results should go up or down to show whether we are doing well. For example, if this is set to rise, you would expect the figures to increase.	
Baseline	The baseline column provides a base result for the indicator against which progress can be measured. This is usually based on performance at a specific time in the past. E.g. a previous year.	
Last Year Result	This column displays the result at the end of the previous financial year (31 March 2009).	
Target	This column shows the target we have agreed for this financial year.	
Quarter	This column identifies the result at the end of the quarter.	
Predicted Full Year Result	Directorates use this column to show how well they expect to do at the end of the year. They forecast this position depending on the current performance of each indicator. This figure may change each quarter depending on the performance over time of the indicator. We use this figure as one method to inform whether an indicator is red, amber or green.	
	The green light shows that the Directorate predicts this indicator <b>WILL</b> meet its target. The Directorate uses current performance information to make this forecast.	
	An amber traffic light shows that the Directorate predicts this indicator will not meet its target. However, the performance for this indicator is still acceptable and will not result in significant problems. The Directorate uses current performance information to make this forecast.	
	The red light shows that the Directorate predicts this indicator <b>WILL NOT</b> meet its target at the end of the year. The Directorate uses current performance information to make this forecast.	
Data Quality	To know we can rely on the information in these reports, it has to be of good quality. Directorates use this column to identify indicators where they have concerns about the quality of the information or data in the report. If a Directorate has Some or Significant concerns regarding Data Quality there will be an explanation in the comments field.	
	No Concerns indicates that the Directorate has signed off the data as accurate.	No Concerns
	If Some Concerns has been chosen, the Directorate has concerns about the data and are working to ensure it is accurate and reliable.	Some Concerns
	If Significant Concerns has been chosen, the Directorate thinks that the quality of the data may not be good or that maybe they have not got the correct data.	Significant Concerns
Comments	The comments for each indicator should explain why performance varies. They should also highlight if there are any problems with the quality of the data and what steps the Directorate is taking to improve it. This section will also focus on what will be done to improve the actions and state what outcomes they have achieved.	

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**Report of the Head of Scrutiny and Member Development**

**Scrutiny Board (City Development)**

**Date: 1st September 2009**

**Subject: Informal Visits by Scrutiny Board**

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**Electoral Wards Affected: All**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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**1.0 Introduction**

1.1 The Scrutiny Board in June 2009 requested that arrangements be made for members to make informal visits to South Leeds Sports Centre, John Charles Aquatic Centre the building site of the new well being PFI sports centre at Morley and Roundhay Park Mansion.

**2.0 Visits**

2.1 Members visited the South Leeds Stadium (now known as the John Charles Centre for Sport), Middleton Grove and the South Leeds Sports Centre, Hunslet Hall Road on 30th July 2009.

2.2 The visit to Roundhay Park Mansion took place on the 6th August 2009.

2.3 The visit to the PFI Sports Centre at Morley would be arranged when the new build had progressed enough to make it worthwhile.

2.4 Members who attended the visits are invited to comment on the establishments seen and the facilities available and report on any areas identified for possible scrutiny.

**3.0 Recommendations**

3.1 The Scrutiny Board is asked to note this report and identify any areas for possible scrutiny following the visits which had been undertaken to date.

Background Papers - None referred to

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**Report of the Director of City Development**

**Scrutiny Board (City Development)**

**Date: 1 September 2009**

**Subject: TRAFFIC CONGESTION – KEY LOCATIONS UPDATE**

**Electoral Wards Affected:**

ALL

**Specific Implications For:**

Ethnic minorities

Women

Disabled people

Narrowing the Gap

**Executive Summary**

This report provides a further update to the information originally provided to the Board at its meeting on 18 December 2007. The report identifies progress made at a number of highway locations previously identified to the Board.

**1.0 Purpose Of This Report**

1.1 This report provides an update on information previously considered by the Board.

**2.0 Background Information**

2.1 The previous report of 16 December 2008 updated the information originally submitted to the 18 December 2007 Scrutiny Board meeting concerning the location of traffic congestion at key locations on the local highway network.

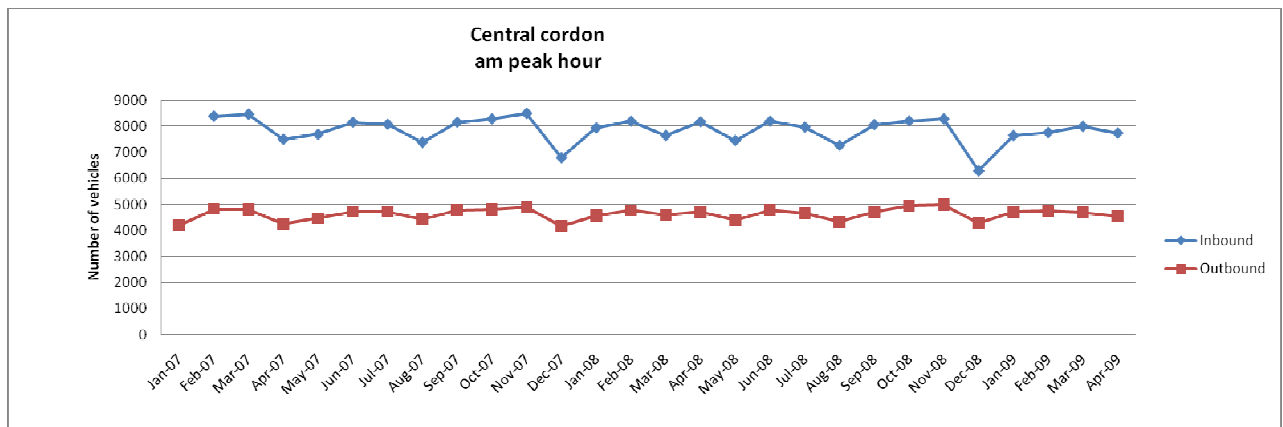
**3.0 Main Issues**

3.1 The previous reports identified above have provided a snapshot of the information collected as part of ongoing monitoring showing the main locations of traffic congestion and delay on the main highway network. This evidence has not changed significantly since previous submissions.

3.2 It is, however, useful to be reminded of the current headline data from the ongoing annual traffic monitoring undertaken by the Highways and Transport Service. This is summarised below in Table 1 which shows rates of traffic growth over the last 30 years and Figure 1 shows the results of traffic flow monitoring across the city centre cordon for the last 2 years.

Year	% change in 2-way am peak (0800-0900) flows	% change in 2-way pm peak (1700-1800) flows	% change in 2-way 24 hour flows
1980-1985	+18.2	+21.0	+15.2
1985-1990	+11.1	+18.2	+18.4
1990-1995	- 0.4	- 0.3	+ 4.2
1995-2000	+ 2.0	+ 7.3	+ 5.5
2000-2005	+3.3	-1.6	+4.0
2005-2009	-2.4	-1.2	-2.2

**Table 1: Summary information Leeds traffic levels 1980 - 2009**



**Figure 1: Traffic flows across Leeds central cordon 2007 - 2009**

- 3.3 In overall terms the high level information shown above demonstrates that traffic levels are presently relatively static or falling. At the present time the data available is insufficient to demonstrate any significant impacts from the economic downturn, although there is a widespread perception over recent months of faster journey times on many routes. Such a reduction in journey times is borne out by comparative work which shows that on the congested network for any given reduction in traffic flow the result is proportionately greater increases in journey speeds and reductions in journey times.
- 3.4 There is an ongoing programme to analyse journey time and speed information which is constantly being updated. But it is also worth noting that within the last year as well as the economic downturn the Council has also opened two major roads (East Leeds Link and Inner Ring Road Stage 7) which have had an impact on congestion and journey times in part of East and South East Leeds.
- 3.5 Progress at specific congestion locations since the previous report is summarised in Appendix 1. The key issues to update concern the following:
- Major schemes. Initial submissions were made for regional funding priority for the following schemes: A6120 Route Strategy Phase 1 and A65 to A657 Airport Integrated Access Corridor. Decisions on these schemes were deferred pending the regional and city region reviews to be conducted as part of the government's Delivering a Sustainable Transport Strategy process. Future decisions on investment priorities will be informed by a series of studies now being initiated at region and city-regional levels for final completion during 2011.

- City centre. In line with the development of a wider vision for the future of the city centre, following the conference in 2008, a workstream to look at longer term transport options is currently in progress. At present this is incomplete and further significant development will be contingent on the completion of a new multi-modal transport model for the city. An update on this work will form the subject of a future report to the Scrutiny Board.
- New Generation Transport. This scheme will impact at a number of congestion sites across the city. Since the previous report a public consultation programme has been undertaken within the local areas through which this scheme is planned to pass. The NGT project team is also working closely with colleagues in other areas of the Highways and Transportation service to ensure the scheme is fully integrated with other proposals.
- Local Transport Plan (2011 onwards). A project team is now being established on behalf of the Integrated Transport Authority and district councils to lead the preparation and delivery of the third Local Transport Plan (LTP3). As a part of this process each district will prepare a Local Implementation Plan (LIP) setting out their priorities and proposed programme to deliver the LTP3 strategy in their areas. Currently the future budget for LTP3 is yet to be defined and this will inform the final priorities included within the Leeds LIP

## **5 Legal And Resource Implications**

- 5.1 This report raises no specific legal and resource implications.

## **6 Conclusions**

- 6.1 This report has updated Members on the work to address congestion as part of the Local Transport Plan especially in terms of the sites previously identified to the Scrutiny Board.

## **7 Recommendations**

- 7.1 Members are requested to note and comment on the contents of this report.

## **8 Background information**

- 8.1 Background documents relating to this report is as follows:
- i) Traffic congestion - key locations; Report to Scrutiny Board (City Development), 18 December 2007.
  - ii) Traffic congestion – key locations; Report to Scrutiny Board (City Development), 16 December 2008.

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## APPENDIX 1

### CONGESTION LOCATIONS ON THE MAJOR ROAD NETWORK (BASED ON MORNING AND EVENING PEAK DATA)

Reference	Road	Location	Description	Updated status, September 2009
A58M	Leeds Inner Ring Road	Western end in vicinity of Armley Gyratory	Heavily congested route at peak times, particularly in the westbound direction with limited provision for cyclists. Some delays to bus services accessing West Leeds routes. Bus lane provided on the Wellington Road approach and traffic signal priorities introduced for ftr route 4.	Limited scope for improvements to Armley Gyratory. Further study planned into options for improvements in conjunction with ongoing city centre transport strategy review. No scheme likely before the third Local Transport Plan (LTP3) from April 2011 onwards.
A58	Roundhay Road at	Harehills Corner	Congestion in the vicinity of Harehills Road and Easterly Road junctions affecting also B6159. Local demand for parking in the area of district centre. Major improvement to the Easterly Road junction in 1995 resolved much of the previous congestion.	HOV lane scheme for inbound Roundhay Road planned to commence Autumn 2009. Study underway into provision of outbound bus priority lane is continuing.
A58	Whitehall Road	Wortley	Inbound congestion at roundabout junction with A62 also affects a limited number of bus services. Potential for inbound bus lane which is restricted by carriageway widths	Further review of bus priority provision to be considered for LTP3 programme.
A64	York Road	Harehills Lane	Outbound congestion also has affects on B6159. Bus priorities bypass the congestion at this location which is managed as part of the overall East Leeds QBC scheme.	No current proposals. To be reviewed in the preparation of LTP3.
A63	Selby Road	Halton	Congestion on length through Halton area also having adverse impact on bus services	East Leeds Link Road opened in January 2009. Traffic flows now being monitored and full review of impact to be prepared one year after opening.
A65	Kirkstall Road	City centre to Kirkstall	Congested length of route with significant delays to bus services	Quality bus corridor scheme in preparation and on track for a start of works in February 2010 subject to Full Approval from the Department for Transport.

A643	Ingram Distributor Road	Holbeck	Congested link between Armley Gyratory and M621. Junction with M621 has been partially signalised.	Noting comments regarding Armley Gyratory above no further action proposed.
A643	Bruntcliffe Lane	Morley	Localised congestion related to busy junctions and frontages	No current proposals.
A647	Armley Road	Armley (Branch Road) and Galloway Lane, Pudsey	Relates primarily to two busy junctions. Major junction with A6120 at Dawson's Corner signalised. Existing HOV lane inbound to Armley.	Proposals for outbound bus lane at Armley in detailed development with first phase changes at Branch Road junction complete. Phases 2 and 3 to be introduced from during 2010-11.
A653	Dewsbury Road	Ring Road, Beeston	Localised congestion through Beeston centre and at "Tommy Wass junction"	Proposed bus lane on the congested Ring Road leg of the junction planned for implementation in early 2010.
A658	Harrogate Road	Yeadon	Localised congestion related to busy junctions and frontages	Reviewed as part of the planning process for the airport. Proposals for an A65 to A658 link road were considered for regional funding but deferred pending the regional DaSTS review.
A660	Headingley Lane/Otley Road	Hyde Park to Weetwood	Congested length of route relating to busy junctions at Hyde Park and Headingley and numerous intermediate junctions. Has very significant impact on bus services. Well used by cyclists with some pinch points.	Route of Leeds New Generation Transport scheme. Consultation process conducted over the summer period with intention of submitting detailed business case to DfT by year end 2009.
A6110	Ring Road	Wortley and Beeston	Localised congestion related to busy junctions including at A62 Gelderd Road. Impacts upon bus services including those accessing White Rose Centre.	No current proposals.
A6120	Ring Road,	Junctions with the A58, A61, A63, A65 and A657	Localised congestion relating to individual junctions. All junctions pose an issue for public transport reliability. Limited inbound bus lane provided at A63. A660 junction is the least congested and has seen provision of a pedestrian crossing on the south leg and is proposed for improvement as part of the NGT project.	A package of schemes for these sites was considered for regional funding but deferred pending the regional DaSTS review. Further work is taking place to develop a scheme for the A65 junction as the first priority on the basis of congestion and road safety analysis. Construction will be dependent on resources and will potentially fall within LTP3.



B6154	Tong Road	Wortley	Localised congestion related to busy junctions and frontages.	Inbound bus lane has been provided as part of the Route 4 service improvement package and is being monitored. Situation unchanged since previous report.
B6157	Leeds and Bradford Road	Kirkstall	Localised congestion related to busy junctions.	Physical limitations to scope for future improvements. Inbound bus lane proposals to be considered as part of final two years of LTP programme.
B6481	Pontefract Road	Stourton	Localised congestion related to busy junctions and industrial frontages. Proximity to M1 and M621 a key factor. Limited improvements	No current proposals. Situation will continue to be reviewed as the Aire Valley Leeds project progresses.

July 2009

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**Report of the Head of Scrutiny and Member Development**

**Scrutiny Board (City Development)**

**Date: 1 September 2009**

**Subject: Recommendation Tracking**

<p><b>Electoral Wards Affected:</b></p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
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**1.0 Introduction**

- 1.1 A formal system of recommendation tracking was introduced a few years ago to ensure that scrutiny recommendations are more rigorously followed through. The board now receives a quarterly report on any recommendations from previous inquiries which have not yet been completed.
- 1.2 This allows 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.
- 1.3 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.
- 1.4 For each outstanding recommendation, a progress update is provided. In some cases there will be several updates, as the board has monitored progress over a period of time.
- 1.5 This report provides members of the Scrutiny Board with a summary of the progress made in implementing the Board's recommendations arising from the Statement it published on the A660 corridor improvement. Information has been provided by the Director of City Development and the Executive Member for development and regeneration.
- 1.6 To assist members, the Principal Scrutiny Adviser has given a draft status for each recommendation. The board is asked to confirm whether these assessments are appropriate, and to change them where they are not.

- 1.7 In particular, members should note that two recommendations have a draft status of 4. For these recommendations, the Principal Scrutiny Adviser suggests that progress has been made. However, the decision as to whether this progress is acceptable is a judgement for board members to make.
- 1.8 In deciding whether to undertake any further work, members will need to consider the balance of the board's work programme.

## **2.0 Process of assessing progress**

- 2.1 Members are asked to assess the progress made with implementing recommendations, and whether it is acceptable, following the flowchart at Appendix 1. Members are asked to classify the response, using the following classifications (see Appendix 1):

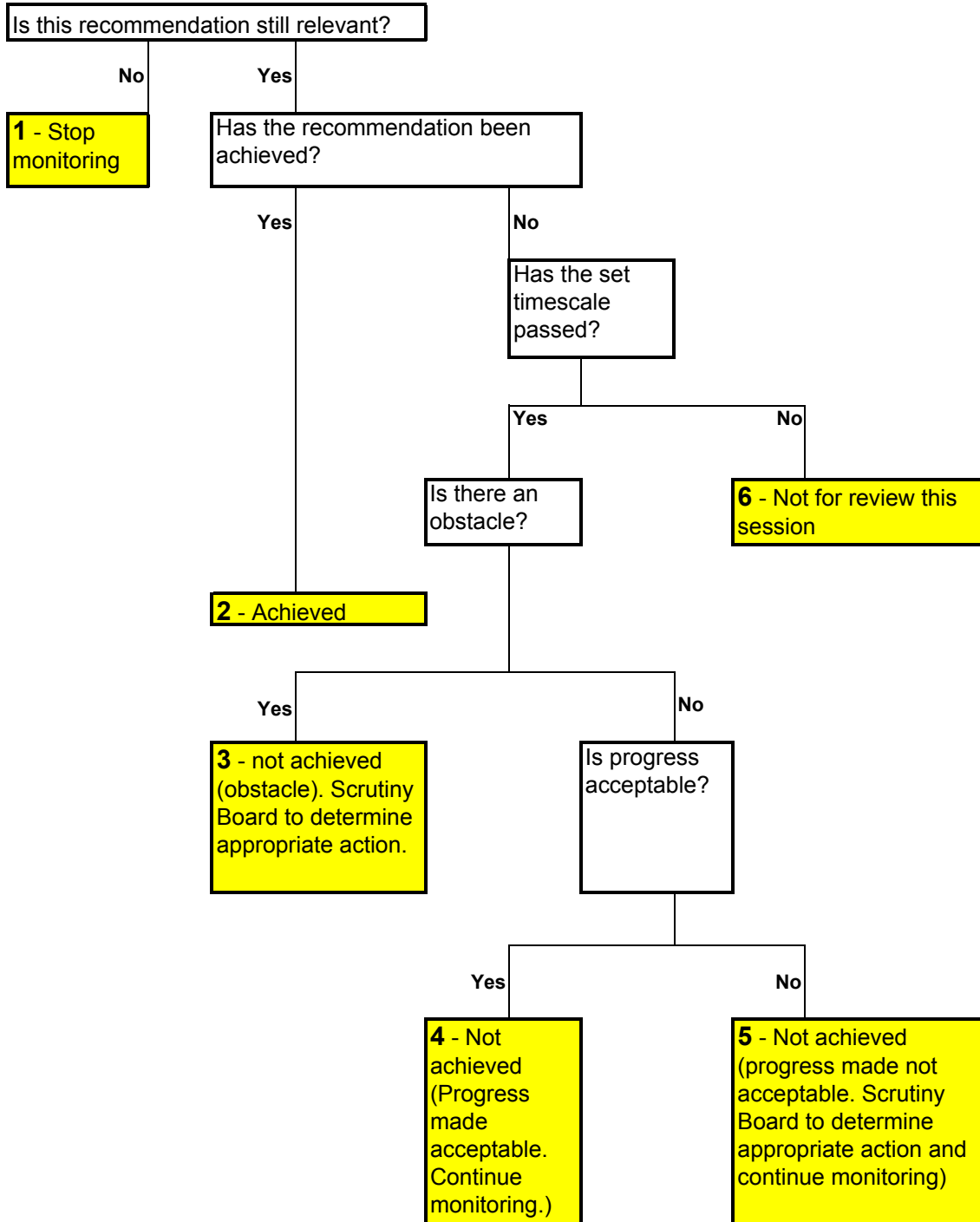
- 1 – Stop monitoring
- 2– Achieved
- 3 – Not achieved (obstacle)
- 4 - Not achieved (Progress made acceptable. Continue monitoring)
- 5 – Not achieved (progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

- 2.2 It would be appropriate to use category 6 if the timescale was not yet reached for completion of the recommendation.

## **3.0 Recommendations**

- 3.1 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.

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



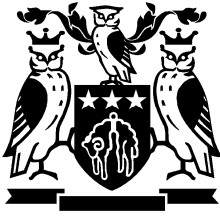
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No	Recommendation	Where we are up to	Stage	Cont
1	That the Chief Highways Officer review the current consultation process to ensure that at the very least consultees and particularly Elected Members are encouraged to respond to requests and how a nil response to invitations to comment may be interpreted as no objections received or support for a particular scheme or project.	A draft revised template for member consultations and form of words for wider consultations has been prepared. This seeks to ensure members and other consultees are encouraged to respond and emphasises that if a response is not received it cannot be considered as an objection by implication. It is expected that this approach will be fully implemented from September. In the meantime all senior managers in the service are fully aware of the issues raised by the Scrutiny investigation.	2	No
2	That the Chief Highways Officer review the process by which highways schemes are reported to Area Committees and particularly those that affect more than one ward in order to ensure proper consultation and feedback from all Members of Area Committees on proposed highways schemes.	<p>It is important that the consultation process is proportionate to the scheme and that it is meaningful for Members and officers alike. In this regard schemes that are likely to be of wider interest and impact than purely the local Ward need to be identified. Previously, at the outset of each financial year Area Managers are notified of the anticipated programme for highway maintenance works and this will be expanded later this year to include notification of all highways schemes. Ward members have received a full listing of all schemes within their wards.</p> <p>Where a scheme is adjudged to have a more than local significance, the local Member consultation described is being supplemented by the inclusion of the Area Committee Chair in the consultation process. The significance of a scheme is a subjective matter but would generally include most schemes identified as Key Decisions and some Major Decisions. This would take account of the scale, extent and transport impact of proposals, together with neighbourhood impacts for which advice from area management officers would be sought.</p>	2	No

Scrutiny Board (City Development) 2009/2010 - A660 Statement - Recommendation Monitoring

- |   |  |   |   |            |
|---|--|---|---|------------|
| 3 | That the Chief Highways Officer review the traffic modelling for the proposals at Clarendon Road to ascertain what alternative solutions, if any, are available including options for using the existing road space to make bus lane provision where it is needed. | A revised scheme proposal has been prepared and assessed in conjunction with the Urban Traffic Management and Control section. This proposal seeks to provide the required new crossing of Clarendon Road and revisions to the existing crossing of Woodhouse Lane. The scheme also addresses the long standing issue of unauthorised parking in the adjacent bus lay-by on Woodhouse Lane which prevents buses accessing the stop at certain times. Proposals for public transport priorities are embodied in the proposed New Generation Transport scheme. The pedestrian crossing scheme and changes to the bus stop are being designed to be largely compatible with NGT whilst bringing more immediate benefits to the area. | 4 | <b>Yes</b> |
| 4 | That the Chief Highways Officer ensure that early consultation is carried out in respect to options for making early improvements to the A660 and that this shows the overarching strategy for the corridor to ensure that scheme are not considered in isolation. | Currently a consultation is taking place regarding the proposed New Generation Transport scheme. Once this is complete the officers concerned with transport policy and the NGT project will meet to discuss the results and the further presentation of the strategy for this corridor.  | 4 | <b>Yes</b> |





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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (City Development)

Date: 1st September 2009

Subject: Playbuilder Initiative

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Electoral Wards Affected: All

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Introduction

- 1.1 The Board at its meeting in June 2009 agreed that it would like to include in its work programme consideration of the Playbuilder Initiative which was approved by the Executive Board on the 17th June 2009.
- 1.2 The Executive Board considered the attached report and appendices of the Director of Children's Services on the intended programme to build or significantly refurbish twenty two playgrounds or informal play spaces across the City and resolved –
- (a) That approval be given for the injection of £1,145,914 into the Capital Programme (capital scheme no: 15390) fully funded by DCSF grant.
  - (b) That authority to spend be given in respect of the sixteen play sites identified in appendix 2 to the report.
  - (c) That approval be given to the Play Partnership recommendation to seek working solutions for the development of the remaining six sites with partners in the Council.
  - (d) That a further report be brought to the Board recommending the location and provider of the remaining six sites.
- 1.3 The Executive Board on 26th August 2009 is to consider a capital programme update on this project.

## 2.0 Director of Children's Services Comments

- 2.1 Work is underway and progress is good on the 16 sites identified in the Executive Board report of June 2009 under the management of Parks and Countryside. Consultations for the year 1 sites are complete and designs are being drawn up. Consultations for year 2 sites are planned in the coming months to ensure

meaningful consultation with sufficient time to complete the sites for completion in March 2010.

- 2.2 A further six sites are identified in the Executive Board update report of August 2009. These six sites cover the remaining areas of the city that meet the criteria of grant and are deemed play poor. Three of these sites, Seacroft Gardens, Cross Flatts Park, Horseforth Integrated Play Area will be developed by Parks and Countryside. The remaining three sites are Tinshill Garth, Cookridge Holy Trinity Primary School and Butcher Hill Field; West Park will be developed by Groundwork Leeds with WNW Homes, Holy Trinity Primary School and WNW Area Management respectively.
- 2.3 The Play builder initiative contained no revenue money for the maintenance of the sites developed. We have chosen to develop new sites or significantly refurbish existing playgrounds on sites that are already maintained by Parks and Countryside wherever possible. This gives guarantee of their upkeep and safety.
- 2.4 Two sites, subject to the approval of Executive Board, are not on Parks and Countryside managed land. These are Holy Trinity Primary School and Tinshill Garth. One site, Butcher Hill Field, is on Parks and Countryside managed land and is being developed by WNW Area Management with local partners. The following has been put in place to ensure these playgrounds will be maintained and safe;
- Inspection and Maintenance schedule to be adopted as a condition of the grant. Detailing
  - Post inspection of site
  - Weekly de-littering and visual inspection.
  - Detailed condition inspection (6 monthly)
  - Carry out risk assessments of sites including equipment, surfacing and fencing.
  - Ensuring funds for long term maintenance and inspection is secured as a condition of the grant.

### **3.0 Recommendations**

- 3.1 Members are asked to
- (i) consider and note the report of the Director of Children's Services on the Playbuilder Initiative.
  - (ii) identify any areas of concern for further scrutiny by the Scrutiny Board.

### Background Papers

None used



**Report of the Director of Children’s Services**

**Executive Board**

**Date: 17<sup>th</sup> June 2009**

**Subject: Playbuilder Initiative**

**Electoral Wards Affected:**

Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

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

**EXECUTIVE SUMMARY**

This report briefs Executive Board on the details of, and criteria for, the Department for Children, Schools and Families (DCSF) Playbuilder Project and the £1,145,914 capital and £45,871 revenue allocation made to Leeds from the programme to build or significantly refurbish twenty two playgrounds or informal play spaces across the city by March 2011 with a focus on provision for children aged 8 -13. The timescales and the monitoring arrangements are tight and delivery of the project will be challenging.

This report outlines and seeks approval for the proposed delivery of the Playbuilder Initiative in Leeds against the clear criteria laid down by the DCSF

This report seeks approval to inject the £1,145,914 allocation into the Children’s Services Capital Programme (cap scheme no:15390) and give authority to spend on the refurbishment and development of the first sixteen sites identified in the report.

**1.0 Purpose Of This Report**

The purpose of this report is to:

- Brief Executive Board on the Playbuilder Project and the criteria for the development of projects
- Seek approval for the proposed delivery of this initiative in Leeds as recommended by the Play Partnership and Children’s Trust

- Approve the injection £1,145,914 into the capital programme
- Seek authority to spend on 16 sites already identified by the Play Partnership and Parks and Countryside Service
- Identify the process for the development of the remaining 6 sites to meet the criteria laid down by the DCSF for the delivery of the project

## **2.0 Background Information**

- 2.1 The DCSF Children's Plan: Building Brighter Futures published in December 2007 pledged a significant investment in improving play provision for all children and young people, aiming to increase the availability of safe, exciting and inclusive play facilities and putting the needs of the local community at the centre of delivery. The DCSF is keen to see play services and the play agenda included and reflected at a strategic level within all Local Authority Children and Young People's Plans and Sustainable Community Strategies, including the development of new and refurbished playgrounds and informal play spaces.
- 2.2 The Playbuilder Programme will provide £235m for implementing the plan involving the development of 3500 play areas across England by March 2011. This initiative will be closely monitored by Play England and DCSF with monthly RAG ratings and fortnightly reports to the Secretary of State.
- 2.3 The Playbuilder allocation for Leeds is £1,145,914 capital and £45,871 revenue to develop or significantly refurbish 22 play areas across the authority, an average of £52k for each play area, with a focus on provision for children aged 8 to 13. The initiative is a two-year programme and clear criteria have been given for the design and delivery of the playgrounds. No on going revenue funding has been included for their long term maintenance and sustainability.
- 2.4 The criteria for developing the Playbuilder sites are specific. Sites must include innovative projects in areas of 'play need' and have community engagement, especially with children and young people, throughout the process. The play areas are to be significant refurbishments or new developments providing physically active play opportunities through stimulating equipment and landscaping on sites and be particularly attractive to 8-13 year olds. All sites must be open access, with children free to come, free of charge. They should offer improved access to disabled children, ensuring compliance with disability discrimination legislation, be inclusive for girls and minority ethnic groups and consider the ways in which access can be improved making links with other projects aimed at safer travel for children. The Capital Grant may not be used for such purposes as traffic-calming.
- 2.5 A Strategic Play Partnership was established in Leeds in October 2008 to oversee the implementation of the Play Strategy approved by Executive Board in March 2007. It has strong representation across the statutory, Higher Education and voluntary sector and is chaired by the Assistant Dean at Leeds Metropolitan University. Partnership members have considerable expertise in the field of play. The Play Partnership is well placed to advise on location, drive the implementation of the Playbuilder initiative and develop a consultation and participation toolkit specific for the project.
- 2.6 Significant work has been undertaken on mapping play provision and analysing provision gaps as part of the implementation of the Play Strategy. The mapping information used has highlighted play areas across the city against actual populations of children and young people living in those localities. This identifies where children and young people have good access to play opportunities, areas that have limited access to play areas and localities that

are 'play poor'. Developing new provision in areas that are play poor is a priority for the Playbuilder initiative as noted in 2.4.

- 2.7 An Executive Board report of September 2002, jointly written by the Director of Planning and Environment and the Director of Leisure Services, outlined a revised strategy for the provision of children's playgrounds in Leeds. This report proposed a rationalisation of equipped playgrounds to secure improvements to safety, quality and access. It vested the management and delivery of children's playgrounds in the Parks and Countryside Service, then within Leisure Services. However, the report does acknowledge the need to seek partnership opportunities with the private and voluntary sector and to increase levels of participation for children and young people in the development and maintenance of playgrounds.
- 2.8 The Parks and Countryside Service, now within City Development, has developed plans for sixteen Playbuilder sites that clearly meet the criteria laid down by the DCSF and are highlighted currently as localities providing limited or poor play provision. The Parks and Countryside service are continuing to develop plans for a further six sites. However, a number of localities deemed to be 'play poor' do not appear to have sufficient opportunities for the development of a children's playground or informal play space on land currently managed by Parks and Countryside. Consequently, to ensure that the project delivers the best outcome for Leeds, it is considered appropriate to work with other partners within the council and Play Partnership in order to meet the criteria laid down and the conditions of the Playbuilder grant. This will be done as a parallel process. Revisiting the strategy approved by Executive Board in September 2002 to enable other partners to develop Playbuilder sites may be necessary. The decision on the location and development of the remaining six sites will be taken by Executive Board in August 2009.
- 2.9 An indicative project plan approved by the Children's Trust Integrated Strategic Commissioning Board (ISCB) was submitted to the DCSF on March 30th 2009 indicating how Leeds could deliver the Playbuilder programme. This plan identified the first sixteen sites, all within Parks and Countryside management, to be developed against the criteria laid down by the DCSF. It proposes that further work will be undertaken, and expressions of interest sought, across the Play Partnership for the development of play spaces in the six localities where there may not be sufficient opportunities to develop or significantly refurbish sites currently under the management of Parks and Countryside.

### **3.0 Main Issues**

- 3.1 The identification of the twenty two Playbuilder sites has been considered carefully. Parks and Countryside can deliver 16 sites and maintain these sites through existing mechanisms using their experience and expertise over the two years of the programme. They can demonstrate fit with the DCSF design guide using informal play spaces and landscaping with much more natural spaces. They have existing mechanisms to deliver this project starting in April 2009. The Parks and Countryside service has secured £525k match funding from a range of funding streams including the Big Lottery, Heritage Lottery, Renaissance Grant and Area Committees to support a number of the sixteen playgrounds. The service is seeking a further £248k match funding as yet unconfirmed. Individual playbuilder schemes are not dependent upon match funding to proceed. However, match funding will enhance and increase the scope and scale of individual projects where it can be secured. The sixteen sites and funding proposals, including the status match funding, are attached as appendix 1.
- 3.2 It is apparent from the analysis of the mapping work that there are potential gaps in play provision available to children and young people in the city that are less easily provided by the Parks and Countryside Service. A further six priority areas that are play poor have been identified:
- North West : West Park/Ireland Wood and Tinshill/Cookridge (Adel and Wharfedale and Weetwood Wards)

- East : Beechwood/Seacroft (Seacroft and Killingbeck ward)
- South: Beeston (Beeston and Holbeck ward)

Work will continue with Parks and Countryside to seek solutions to this issue. A number of partners within the council and Play Partnership have expressed an interest in delivering the remaining six play sites and so work is also being undertaken with them as a parallel exercise. All schemes, including revised proposals from Parks and Countryside, will then be appraised by the Play Partnership using the criteria of grant and giving due weight to the need to secure the long term sustainability and safety of the sites in areas that are deemed 'play poor'. The Play Partnership recommendations will be brought back to Executive Board for decision on the remaining six sites in summer 2009. Scheme appraisal documentation is attached as appendix 2.

- 3.3 Development on land not currently held within Parks and Countryside has revenue implications for the sustainability and maintenance of the sites once completed. Any contracts awarded for the remaining sites will need to be clear where the responsibility lies for sustaining and maintaining, the play areas, including all health and safety issues, and that there is sufficient budget and expertise to do so. The Council would need to be comfortable with the long-term sustainability and safety of any proposals being brought forward.
- 3.4 A consultation toolkit will be developed by the Strategic Play Officer and members of the Play Partnership ensuring consistent and effective engagement throughout development of all the projects. Events on each proposed play area site will take place engaging children and young people and the wider community. Consultation sessions will take place in local schools, community groups, Children Leeds Partnerships and Area Committees to establish views and input for the design, delivery and evaluation of all the projects. From initial consultation, designs will be drawn up and taken back to children and young people and the community demonstrating the results of their input and if any changes are needed. The launch and opening of the play areas will be published and promoted and all those involved and using the sites will be asked to evaluate the value of the play area. This will then be followed up six months later to assess the value and usage.

#### **4.0 Implications For Council Policy And Governance**

- 4.1 The governance of the play agenda in Leeds is complex with an accountability hosting arrangement with a voluntary sector provider, the responsibility for the project in Children's Services and key delivery partners within City Development and Environments and Neighbourhoods. The delivery of this initiative needs to be 'one city' with cross council departmental accountability and close working with the Play Partnership.
- 4.2 Timescales are tight and the project will run from April 2009 to March 2011 and all sites must be completed by that time and all budget spent. The current programme of works shows that this is achievable. At this stage there are no known issues relating to design, site conditions, planning and refurbishment.
- 4.3 A number of risks to the programme have been noted in this report. Parks and Countryside are focused on delivering the Playground Strategy that rationalises current provision and promotes high levels of safety and quality on a reduced number of sites, as approved by Executive Board in September 2002. The Play Strategy, approved by Executive Board in October 2007, advocates the development of additional play provision in the city, especially of the informal and adventurous kind. The criteria for developing the twenty two sites in the Playbuilder Programme requires a focus on sites in localities that are currently deemed 'play poor'. The Parks and Countryside service may not be able to develop schemes in all of the localities that most fit the Playbuilder 'play poor' criteria and secure the best outcome for the city. There is no revenue allocation with this programme and therefore all sites must be able

to be sustained with current resources within Leeds City Council. A programme risk log is maintained.

## 5.0 Legal and Resource Implications

5.1 A copy of the Grant Confirmation letter details the allocation for Leeds City Council for both capital and revenue and is attached as appendix 3

## 5.2 Capital Funding and cash flow

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2008 £000's	FORECAST				
			2008/09 £000's	2009/10 £000's	2010/11 £000's	2011/12 £000's	2012 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	0.0						
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2008 £000's	FORECAST				
			2008/09 £000's	2009/10 £000's	2010/11 £000's	2011/12 £000's	2012 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	974.0			457.9	516.1		
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	171.9			80.8	91.1		
OTHER COSTS (7)	0.0						
<b>TOTALS</b>	<b>1145.9</b>	<b>0.0</b>	<b>0.0</b>	<b>538.7</b>	<b>607.2</b>	<b>0.0</b>	<b>0.0</b>

Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2008 £000's	FORECAST				
			2008/09 £000's	2009/10 £000's	2010/11 £000's	2011/12 £000's	2012 on £000's
Playbuilder Capital Grant(15390)	1145.9			538.7	607.2		
Total Funding	1145.9	0.0	0.0	538.7	607.2	0.0	0.0
<b>Balance / Shortfall =</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Parent Scheme Number:** 15390  
**Title:** Playbuilder Initiative 2009-11

## 5.3 Revenue Effects

The sustainability of these developments is a resource pressure. It is essential that the deliverers of this initiative can maintain the play areas that are built or refurbished as a result of the Playbuilder. It is assumed that delivering this initiative through existing services within Leeds City Council ensures that the long term maintenance costs and implications can be met through existing resources and that the sites will be sustainable. However, the DCSF have made £45,871 of Playbuilder revenue grant available in 2009-2011 to support the delivery, consultation and events of the capital program and to alleviate any short term problems that may arise.

The following table illustrates the alterations that will be necessary to the Service's revenue budget for the Playbuilder scheme:

REVENUE EFFECTS	2009/10 £000's	2010/11 AND SUBSEQUENT YEARS £000'S
EMPLOYEES		
PREMISES COSTS		
SUPPLIES & SERVICES	27.5	18.3
PLAYBUILDER REVENUE GRANT	-27.5	-18.3

#### 5.4 Programme of works

The programme of works will be delivered through Parks and Countryside delivering for 16 of the 22 sites as identified in appendix 2. Children's Services working with key partners in the Play Partnership, including Parks and Countryside, will work to establish viable schemes in the remaining six localities identified in 3.2. Individual design and cost reports will request funding from the parent scheme as detailed plans for each site are finalised. As a condition of the grant all year 1 schemes need to be completed by 31<sup>st</sup> March 2010, the remainder need to be completed by 31<sup>st</sup> March 2011. Any unspent funds will be reclaimed by DCF

#### 6.0 Conclusions

6.1 This is a new and exciting initiative, with a large amount of work to be carried out in a short period of time. Delivering this project will meet the actions within the:

- Revised CYPP priorities for creating 'more places to go and things to do'
- Leeds Play Strategy
- National Play Strategy
- Endorsed strategic approach for playgrounds

This initiative will become the focus for strengthening partnership working in the play agenda.

6.2 The Parks and Countryside Service can deliver sixteen sites that meet the criteria identified by the DCSF. This report seeks authority to proceed to develop these sites.

6.3 The Strategic Play Partnership and the Integrated Strategic Commissioning Board will continue to work with Parks and Countryside on a further six schemes. As a parallel exercise work will be undertaken with other partners within the council and Play Partnership for the development of Playbuilder sites in the six localities deemed to be play poor that do not have play spaces currently managed by Parks and Countryside. A full appraisal of all schemes will be undertaken against the criteria for the Playbuilder Programme but giving due weight to the long term sustainability of the sites. A further report to Executive Board will recommend the location and development partners for the remaining six sites.

#### 7.0 Recommendations

Executive Board is asked to:

- Inject £1,145,914 into the Capital Programme (cap scheme no:15390) fully funded by DCSF grant
- Give Authority to Spend on the sixteen play sites identified in appendix 2
- Approve the Play Partnership recommendation to seek working solutions for the development of the remaining six sites with partners in the council.



- Seek a further report recommending the location and provider of the remaining six sites

## **8.0 Background Papers**

- The Children's Plan: Building Brighter Futures – published by DCSF December 07 – [www.dcsf.gov.uk/childrensplan](http://www.dcsf.gov.uk/childrensplan)
- The Play Strategy: published by DCSF December 08 – [www.dcsf.gov.uk/play](http://www.dcsf.gov.uk/play)
- Design For Play: A guide to creating successful play spaces: published by DCSF April 08 – [www.dcsf.gov.uk/play](http://www.dcsf.gov.uk/play)
- Report of Director of Planning & Environment and Director of Leisure Services, report to Executive Board – Children's Playgrounds – 11 September 2002

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**Appendix 1**  
**Proposed and Agreed Parks and Countryside Playbuilder Play Area Developments**  
 Match funding – ‘Confirmed’ and ‘Not Confirmed’

Site	Wedge	Deliverer	Amount Playbuilder	Confirmed Match funding	Possible Match funding – not confirmed	Year
The Bumps Roundhay	NE	P & C	£30k	<b>£5k, Area Committee</b>	£5k Area Committee additional possible if needed £10k Groundwork	1
Gipton Square	E	P & C	£25k	<b>£20k Area Committee</b>		1
Richmond Hill	E	P & C	£35k	<b>£12k Area Committee</b>		1
Potternewton Park	NE	P & C	£70k	<b>£20k from £170k Renaissance grant</b>		1
Brookfield Rec	W	P & C	£65k	<b>£55k Section 106</b>		1
Meanwood Park	NE	P & C	£30k	<b>Big Lottery £120k £30k Section 106</b>		1
Smithy Lane	S	P & C	£68k	<b>£20k Almo £10k Ward Members £30k Area Cttee</b>	£20k Youth Fund £5k Green Leeds	1
East Ardsley	S	P & C	£10	<b>£10k Banks (Landfill)</b>		1
Deepdale	NE	P & C	£39k	<b>£90k Big Lottery</b>		1
<b>TOTAL YEAR 1</b>			<b>£372K plus 10% contingency Tot £413k</b>	<b>£422k</b>	<b>£40k</b>	<b>9 sites</b>

Site	Wedge	Deliverer	Amount Playbuilder	Confirmed Match funding	Possible Match funding – not confirmed	Year
Grove Road	E	P & C	£30k	<b>£28k Section 106 £5k Area Committee</b>	£20k Grantscape	2
Temple Newsam	E	P & C	£50k		£100k Physcap	2
Roundhay Park	NE	P & C	£70k	<b>£70k Heritage Lottery Funding</b>		2
Sandford Road	NW	P & C	£45k		£45K to be identified	2
Armley Moor	W	P & C	£50k	<b>Nil</b>		2
Woodhall	W	P & C	£55k		Source and amount to be identified	2
Windmill Road	S	P & C	£57k		£43k to be identified	2
<b>TOTAL YEAR 2</b>			<b>£357 plus 10% contingency Total £397</b>	<b>£103k</b>	<b>£208k</b>	<b>7 sites</b>
<b>Total Allocation across 16 proposed sites</b>			<b>£810k</b>	<b>£525k</b>	<b>£248k</b>	<b>16 sites</b>
<b>Remaining capital for allocation against remaining 6 to be identified and agreed with partners</b>			<b>£335k</b>			<b>6</b>
<b>Total Playbuilder capital 2009/11</b>			<b>£1.145m</b>			

**Wedge allocations  
NE**

Site	Playbuilder	Year
The Bumps	£30	1
Potternewton Park	£70	1
Meanwood Park	£30	1
Deepdale	£39	1
Roundhay Park	£70	2
<b>Total</b>	<b>£239k</b>	

**E**

Site	Playbuilder	Year
Gipton Square	£25	1
Richmond Hill	£35	1
Grove Road	£30	2
Temple Newsam	£50	2
<b>Total</b>	<b>£140</b>	

**S**

Site	Playbuilder	Year
Smithy Lane	£68	1
East Ardsley	£10	1
Windmill Road	£57	2
<b>Total</b>	<b>£135k</b>	

**W**

Site	Playbuilder	Year
Brookfield Rec	£65	1
Armley Moor	£50	2
Woodhall	£55	2
<b>Total</b>	<b>£170k</b>	

**NW**

<b>Site</b>	<b>Playbuilder</b>	<b>Year</b>
Sandford Road	£45	2
<b>Total</b>	<b>£45k</b>	

Areas are identified as play poor through the mapping system and including the proposed sixteen play areas with parks and countryside. These are as follows;

- North West : West Park/Ireland Wood and Tinshill/Cookridge (Adel and Wharfedale and Weetwood Wards)
- East : Beechwood/Seacroft (Seacroft and Killingbeck ward)
- South: Beeston (Beeston and Holbeck ward)

**Playbuilder Programme Scoring Matrix**  
Essential and Desirable

Proposed Site Name	Ward	Current Standard/condition of site	Proposed Standard	Playbuilder Capita (£k)	D	E	E	E	E	E	D	E	E	E	E	
					Is it in area of need (GIS and SOA)?	Is it in need of significant upgrade?	Is it a new site?	How will long term maintenance and inspection be funded?	D	E	E	E	E	E	E	E
1																
2																
3																
4																
5																
6																
<b>Successful projects will comply with the delivery criteria noted below ensuring sites demonstrate:</b>																
1. Innovation and creativity																
2. Being Inclusive																
3. How children, young people and families/adults participated in the design and location of the play area and how has their feedback informed the final plans.																
4. How wedge structures and area committees informed the process.																
5. How the site be attractive to 8-13year olds.																
6. How the project relates to the DCSF design guide.																
7. How the site provides physically active opportunities.																
8. Open access for the community.																
9 to 10																
7 to 8																
5 to 6																
3 to 4																
1 to 2																
0																
Meets all the essential and desirable criteria including further expansion and information																
Meets all the essential and desirable criteria without further explanation or information																
Part meets the essential and desirable criteria with further information and explanation																
Part meets the essential and desirable criteria without further explanation or information																
Does not meet the majority of the essential and desirable criteria																
Does not meet any of the essential and desirable criteria																

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**CHILDREN'S SERVICES LOCAL AUTHORITY CIRCULAR**

**LAC Ref: 3112080004**

To: The Chief Executive  
The Director of Children's Services  
Chief Finance Officers

26 February 2009

**CONDITIONS OF GRANT AND GUIDANCE 2009-10**

**PLAY PATHFINDER AND PLAYBUILDER, CAPITAL AND REVENUE, GRANTS: 2009-10**

**SUMMARY AND BACKGROUND**

1. Having more high-quality and safe places to play is a priority for both children and parents across England. The DCSF is investing significant funding in play as part of a three-year programme from 2008-09 to 2010-11. By the end of this period around 3,500 play areas will have been developed nationally through the following programmes:

Pathfinders - 30 Play Pathfinders will each have available around £2.1m Pathfinder capital and £500k revenue funding to each build a large adventure playground and develop a minimum of 28 play areas. The first 20 play Pathfinders were selected in April 2008 and the final 10 Pathfinders selected in December 2008 to deliver play areas from April 2009.

Playbuilders - 122 local authorities will each have available, on average, £1.1m Playbuilder capital and £45k revenue funding to develop a minimum of 22 play areas. The first 43 Playbuilder authorities were selected in April 2008 and the remaining 79 authorities offered Playbuilder funding from April 2009.

2. This circular sets out details of the capital and revenue funding available to both Play Pathfinder and Playbuilder authorities as follows:

- allocations of the Play Pathfinder capital and revenue grants for 2009-10, indicative allocations for 2010-11, and the minimum number of play areas that have to be delivered at Annex A;
- allocations of the Playbuilder capital and revenue grants for 2009-10, indicative allocations for 2010-11, and the minimum number of play areas that have to be delivered at Annex B;
- conditions, financial arrangements and guidance for the Pathfinder and Playbuilder capital grants are at Annex C, and conditions financial arrangements and guidance for Pathfinder and Playbuilder revenue grants are at Annex D;
- payment arrangements (see below);

3. To accept these grants, authorities must complete and return the Formal Acceptance of Grant offer form at Annex E by **1 April 2009**.

4. An estimate of expenditure form for each grant, to be returned by **8 January 2010**, is at Annex E.

5. The Final Statement certificate for each grant, to be returned by **30 June 2010**, is at Annex G.

### **PAYMENT ARRANGEMENTS**

6. The Play Pathfinder and Playbuilder, Capital and Revenue, Grants will be paid under Section 14 (2) (j) of the Education Act 2002 for the purpose of the promotion of the welfare of children and their parents.

7. Allocations for Play Pathfinder authorities are listed at Annex A, and allocations for Playbuilder authorities at Annex B. The 2010-11 allocations will be confirmed in March 2010. Each grant will be paid in two equal instalments in 2009-10, the first instalment on or before 30 April 2009 and the second instalment on or before 28 February 2010.

### **ENQUIRIES**

8. For further information on the grants detailed in the circular, please contact Bhupinder Bhoday at [bhupinder.bhoday@dcsf.gsi.gov.uk](mailto:bhupinder.bhoday@dcsf.gsi.gov.uk), telephone number 020 7925 6858.

### **CANCELLATION OF CIRCULAR**

9. This circular should be cancelled on 30 June 2010.

**PLAY PATHFINDER: CAPITAL AND REVENUE GRANT ALLOCATIONS**

**1. Play Pathfinder Capital Grant**

The Play Pathfinder Capital Grant has been calculated using a formula that contains three variables: deprivation, building costs and child population. The formula has been applied to a portion of the available capital to compensate for differences in the three variables between authorities, whilst still ensuring all authorities have sufficient funding to deliver the required pathfinder outputs. Total payments are consistent with the average levels of Pathfinder funding that have previously been publicised.

Allocations for 2010-11 are indicative and the final figures will be confirmed in March 2010.

**Wave 1 Pathfinders – Capital Allocations**

(Wave 1 pathfinders have to deliver at least one Adventure Playground in 2009-10 in addition to the minimum number of areas indicated)

Local Authority	Pathfinder capital 2008-2010 <sup>1</sup>			Minimum Number of play areas		
	08-09	09-10	total	08-09	09-10	total
Bath & North East Somerset	£571,926	£1,509,349	£2,081,275	12	16	28
Blackburn	£600,419	£1,586,276	£2,186,695	12	16	28
Cambridgeshire	£580,429	£1,532,308	£2,112,737	12	16	28
Camden	£604,177	£1,596,422	£2,200,599	12	16	28
City of Bristol	£592,444	£1,564,745	£2,157,189	12	16	28
Dudley	£636,953	£1,549,919	£2,186,872	12	16	28
East Riding of Yorkshire	£580,124	£1,531,482	£2,111,606	12	16	28
East Sussex	£590,558	£1,559,655	£2,150,213	12	16	28
Enfield	£594,107	£1,569,237	£2,163,344	12	16	28
Hackney	£612,791	£1,619,678	£2,232,469	12	16	28
Kensington and Chelsea	£596,171	£1,574,807	£2,170,978	12	16	28
Knowsley	£597,859	£1,579,364	£2,177,223	12	16	28
North Tyneside	£588,223	£1,553,351	£2,141,574	12	16	28
Nottingham City	£603,854	£1,595,552	£2,199,406	12	16	28
Portsmouth	£586,954	£1,549,922	£2,136,876	12	16	28
Rochdale	£595,624	£1,573,332	£2,168,956	12	16	28
Rotherham	£639,474	£1,556,728	£2,196,202	13	16	29
Sunderland	£596,450	£1,575,561	£2,172,011	11	17	28
Tower Hamlets	£621,944	£1,644,393	£2,266,337	12	16	28
Wolverhampton	£596,046	£1,574,472	£2,170,518	12	16	28

<sup>1</sup> – Wave 1 pathfinders get capital funding for two years – 2008-2010.

**Wave 2 Pathfinders – Capital Allocations**

(Wave 2 pathfinders have to deliver at least one Adventure Playground over 2009-2011 in addition to the minimum number of areas indicated)

Local Authority	Pathfinder capital				Minimum Number of play areas			
	08-09	09-10	10-11	total	08-09	09-10	10-11	total
Blackpool	£305,071	£980,553	£887,167	£2,172,791	6	11	11	28
Cornwall	£304,421	£979,300	£886,033	£2,169,754	6	11	11	28
Kirklees	£304,669	£979,777	£886,465	£2,170,911	6	11	11	28
Lambeth	£313,419	£996,034	£901,173	£2,210,626	6	11	11	28
Luton	£303,879	£978,252	£885,086	£2,167,217	6	11	11	28
Merton	-	£1,113,027	£1,007,024	£2,120,051	-	14	14	28
Newcastle upon Tyne	£307,407	£985,069	£891,253	£2,183,729	6	11	11	28
Oxfordshire	£291,682	£954,742	£863,814	£2,110,238	6	11	11	28
Sandwell	-	£1,150,843	£1,041,239	£2,192,082	-	14	14	28

**Appendix 3**

Wigan	-	£1,117,998	£1,011,522	£2,129,520	-	14	14	28
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2. Play Pathfinder Revenue Grant

The revenue funding for each Pathfinder has been calculated according to a formula based on deprivation, the Area Cost Adjustment and child population. Allocations for each of the 30 Pathfinders are set out in the table below.

Allocations for 2010-11 are indicative and the final figures will be confirmed in March 2010.

**Wave 1 Pathfinders – Revenue Allocations**

Local Authority	Pathfinder Revenue			
	2008-09	2009-10	2010-11	TOTAL
Bath & North East Somerset	£134,236	£211,511	£141,008	£486,755
Blackburn	£140,022	£220,482	£146,988	£507,492
Cambridgeshire	£136,071	£214,124	£142,749	£492,944
Camden	£141,117	£221,466	£147,644	£510,227
City of Bristol	£193,526	£185,212	£122,949	£501,687
Dudley	£137,588	£216,062	£144,041	£497,691
East Riding of Yorkshire	£135,568	£214,292	£142,861	£492,721
East Sussex	£137,394	£217,753	£145,169	£500,316
Enfield	£138,510	£218,633	£145,755	£502,898
Hackney	£142,918	£224,147	£149,431	£516,496
Kensington and Chelsea	£139,443	£218,974	£145,983	£504,400
Knowsley	£174,768	£219,516	£111,344	£505,628
North Tyneside	£136,839	£217,066	£144,711	£498,616
Nottingham City	£141,021	£221,383	£147,588	£509,992
Portsmouth	£137,394	£216,179	£144,119	£497,692
Rochdale	£139,346	£218,794	£145,863	£504,003
Rotherham	£137,804	£217,034	£144,689	£499,527
Sunderland	£138,840	£219,458	£146,305	£504,603
Tower Hamlets	£144,831	£226,996	£151,331	£523,158
Wolverhampton	£139,349	£218,976	£145,984	£504,309

**Wave 2 Pathfinders – Revenue Allocations**

Local Authority	Pathfinder Revenue			
	2008-09	2009-10	2010-11	TOTAL
Blackpool	£12,710	£295,228	£196,819	£504,757
Cornwall	£12,714	£294,867	£196,578	£504,159
Kirklees	£12,684	£295,022	£196,681	£504,387
Lambeth	£12,958	£299,545	£199,696	£512,199
Luton	£12,663	£294,598	£196,399	£503,660
Merton	-	£296,629	£197,753	£494,382
Newcastle upon Tyne	£12,730	£296,507	£197,671	£506,908
Oxfordshire	£12,399	£288,032	£192,021	£492,452
Sandwell	-	£305,131	£203,421	£508,552
Wigan	-	£297,747	£198,498	£496,245

**Playbuilder: Capital and Revenue Grants**

**Notes**

1. Playbuilder Capital Grant

The Playbuilder Capital Grant has been calculated using a formula that contains three variables: deprivation, building costs and child population. The formula has been applied to a portion of the available capital to compensate for differences in the three variables between authorities, whilst still ensuring all authorities have sufficient funding to deliver the required playbuilder outputs. Total allocations are consistent with the average levels of Playbuilder funding previously been publicised.

Allocations for 2010-11 are indicative and the final figures will be confirmed in March 2010.

**Wave 1 Playbuilders – Capital Allocations**

Local Authority	Playbuilder capital 2008-2011				Minimum Number of play areas			
	08-09	09-10	10-11	total	08-09	09-10	10-11	total
Bolton	£351,984	£390,628	£440,319	£1,182,931	7	8	8	23
Brent	£303,415	£392,281	£442,181	£1,137,877	6	8	8	22
Bury	£293,307	£389,180	£438,686	£1,121,173	6	8	8	22
Calderdale	£297,082	£389,529	£439,080	£1,125,691	6	8	8	22
Coventry	£302,007	£390,451	£440,120	£1,132,578	6	8	8	22
Croydon	£301,457	£391,615	£441,431	£1,134,503	6	8	8	22
Derby	£298,513	£389,189	£438,697	£1,126,399	6	8	8	22
Gateshead	£300,619	£389,837	£439,427	£1,129,883	6	8	8	22
Halton	£299,092	£388,469	£437,885	£1,125,446	6	8	8	22
Hampshire	£306,914	£398,121	£448,764	£1,153,799	6	8	8	22
Islington	£312,832	£408,729	£460,722	£1,182,283	6	8	8	22
Lancashire	£315,521	£429,118	£483,705	£1,228,344	6	8	8	22
Leicester	£311,015	£403,040	£454,309	£1,168,364	6	8	8	22
Lewisham	£307,785	£400,522	£451,471	£1,159,778	6	8	8	22
Lincolnshire	£301,778	£392,597	£442,538	£1,136,913	6	8	8	22
Middlesbrough	£308,367	£404,160	£455,572	£1,168,099	6	8	8	22
Northamptonshire	£299,761	£393,727	£443,811	£1,137,299	6	8	8	22
Northumberland	£297,258	£391,312	£441,090	£1,129,660	6	8	8	22
Nottinghamshire	£303,420	£393,140	£443,151	£1,139,711	6	8	8	22
Peterborough	£298,191	£389,084	£438,578	£1,125,853	6	8	8	22
Plymouth	£348,077	£389,312	£438,835	£1,176,224	7	8	8	23
Reading	£292,148	£389,249	£438,765	£1,120,162	6	8	8	22
Redbridge	£296,436	£391,310	£441,087	£1,128,833	6	8	8	22
Sefton	£297,984	£390,499	£440,174	£1,128,657	6	8	8	22
Slough	£294,724	£389,563	£439,118	£1,123,405	6	8	8	22
Solihull	£286,535	£390,608	£440,296	£1,117,439	6	8	8	22
Somerset	£297,142	£391,878	£441,727	£1,130,747	6	8	8	22
Southampton	£299,498	£389,649	£439,215	£1,128,362	6	8	8	22
Southend	£294,057	£389,889	£439,485	£1,123,431	6	8	8	22
Staffordshire	£301,214	£393,775	£443,866	£1,138,855	6	8	8	22
Stockton-on-Tees	£298,641	£390,037	£439,653	£1,128,331	6	8	8	22
Suffolk	£299,594	£393,306	£443,337	£1,136,237	6	8	8	22
Tameside	£298,756	£388,987	£438,469	£1,126,212	6	8	8	22
Thurrock	£290,866	£388,963	£438,442	£1,118,271	6	8	8	22
Wandsworth	£302,671	£391,307	£441,084	£1,135,062	6	8	8	22
Worcestershire	£295,848	£392,355	£442,266	£1,130,469	6	8	8	22



Wave 2 Playbuilders - Capital Allocations

Local Authority	Playbuilder capital			Minimum Number of play areas		
	09/10	10/11	total	09/10	10-11	total
Barking and Dagenham	£534,019	£601,949	£1,135,968	11	11	22
Barnet	£530,805	£598,327	£1,129,132	11	11	22
Barnsley	£530,676	£598,182	£1,128,858	11	11	22
Bedfordshire Borough Council	£473,336	£533,548	£1,006,884	11	11	22
Bexley	£527,769	£594,905	£1,122,674	11	11	22
Birmingham	£549,672	£619,594	£1,169,266	11	11	22
Bournemouth	£527,736	£594,868	£1,122,604	11	11	22
Bracknell Forest	£523,591	£590,195	£1,113,786	11	11	22
Bradford	£539,243	£607,839	£1,147,082	11	11	22
Brighton and Hove	£530,200	£597,645	£1,127,845	11	11	22
Bromley	£528,051	£595,223	£1,123,274	11	11	22
Buckinghamshire	£529,373	£596,713	£1,126,086	11	11	22
Central Bedfordshire	£473,336	£533,548	£1,006,884	11	11	22
Cheshire East	£473,336	£533,548	£1,006,884	11	11	22
Cheshire West and Chester	£473,336	£533,548	£1,006,884	11	11	22
City of Kingston-upon-Hull	£535,949	£604,126	£1,140,075	11	11	22
Cumbria	£533,921	£601,839	£1,135,760	11	11	22
Darlington	£530,535	£598,023	£1,128,558	11	11	22
Derbyshire	£535,149	£603,224	£1,138,373	11	11	22
Devon	£535,178	£603,256	£1,138,434	11	11	22
Doncaster	£533,969	£601,893	£1,135,862	11	11	22
Dorset	£528,681	£595,933	£1,124,614	11	11	22
Durham	£535,560	£603,687	£1,139,247	11	11	22
Ealing	£532,699	£600,462	£1,133,161	11	11	22
Essex	£545,655	£615,066	£1,160,721	11	11	22
Gloucestershire	£531,559	£599,177	£1,130,736	11	11	22
Greenwich	£536,093	£604,287	£1,140,380	11	11	22
Hammersmith and Fulham	£533,508	£601,373	£1,134,881	11	11	22
Haringey	£535,117	£603,187	£1,138,304	11	11	22
Harrow	£528,329	£595,536	£1,123,865	11	11	22
Hartlepool	£531,193	£598,765	£1,129,958	11	11	22
Havering	£527,196	£594,259	£1,121,455	11	11	22
Herefordshire	£526,332	£593,285	£1,119,617	11	11	22
Hertfordshire	£541,001	£609,820	£1,150,821	11	11	22
Hillingdon	£529,868	£597,271	£1,127,139	11	11	22
Hounslow	£530,892	£598,425	£1,129,317	11	11	22
Isle of Wight Council	£529,823	£597,220	£1,127,043	11	11	22
Kent	£548,469	£618,238	£1,166,707	11	11	22
Kingston upon Thames	£524,313	£591,009	£1,115,322	11	11	22
Leeds	£538,694	£607,220	£1,145,914	11	11	22
Leicestershire	£549,952	£619,910	£1,169,862	11	11	22
Liverpool	£535,824	£603,984	£1,139,808	11	11	22
Manchester	£539,934	£608,617	£1,148,551	11	11	22
Medway	£530,423	£597,897	£1,128,320	11	11	22
Milton Keynes	£528,318	£595,524	£1,123,842	11	11	22
Newham	£539,004	£607,569	£1,146,573	11	11	22
Norfolk	£536,240	£604,454	£1,140,694	11	11	22



### Appendix 3

North East Lincolnshire	£530,205	£597,651	£1,127,856	11	11	22
North Lincolnshire	£526,950	£593,982	£1,120,932	11	11	22
North Somerset	£525,068	£591,860	£1,116,928	11	11	22
North Yorkshire	£532,685	£600,447	£1,133,132	11	11	22
Oldham	£532,243	£599,948	£1,132,191	11	11	22
Poole	£525,487	£592,332	£1,117,819	11	11	22
Redcar and Cleveland	£530,802	£598,324	£1,129,126	11	11	22
Richmond upon Thames	£524,354	£591,055	£1,115,409	11	11	22
Salford	£531,457	£599,062	£1,130,519	11	11	22
Sheffield	£536,154	£604,356	£1,140,510	11	11	22
Shropshire	£526,968	£594,002	£1,120,970	11	11	22
South Gloucestershire	£524,910	£591,682	£1,116,592	11	11	22
South Tyneside	£531,101	£598,660	£1,129,761	11	11	22
Southwark	£538,575	£607,086	£1,145,661	11	11	22
St Helens	£528,703	£595,958	£1,124,661	11	11	22
Stockport	£526,916	£593,944	£1,120,860	11	11	22
Stoke on Trent	£532,598	£600,348	£1,132,946	11	11	22
Surrey	£539,384	£607,998	£1,147,382	11	11	22
Sutton	£526,122	£593,048	£1,119,170	11	11	22
Swindon	£525,657	£592,524	£1,118,181	11	11	22
The Wrekin	£528,551	£595,787	£1,124,338	11	11	22
Torbay	£529,078	£596,381	£1,125,459	11	11	22
Trafford	£526,656	£593,650	£1,120,306	11	11	22
Wakefield	£531,593	£599,215	£1,130,808	11	11	22
Walsall	£531,729	£599,369	£1,131,098	11	11	22
Waltham Forest	£533,597	£601,474	£1,135,071	11	11	22
Warrington	£524,270	£590,961	£1,115,231	11	11	22
Warwickshire	£530,494	£597,976	£1,128,470	11	11	22
West Berkshire	£523,131	£589,677	£1,112,808	11	11	22
West Sussex	£535,578	£603,707	£1,139,285	11	11	22
Westminster	£536,299	£604,520	£1,140,819	11	11	22
Wiltshire	£528,461	£595,684	£1,124,145	11	11	22
Windsor & Maidenhead	£523,969	£590,621	£1,114,590	11	11	22
Wirral	£530,952	£598,493	£1,129,445	11	11	22
Wokingham	£521,175	£587,473	£1,108,648	11	11	22
York	£526,725	£593,728	£1,120,453	11	11	22
City of London	£100,000	£100,000	£200,000	2	2	4
Isles of Scilly	£100,000	£100,000	£200,000	2	2	4
Rutland	£100,000	£100,000	£200,000	2	2	4

## 2. Playbuilder Revenue Grant

The revenue funding for each Playbuilder has been calculated according to a formula based on deprivation, the Area Cost Adjustment and child population. Allocations for each of the Playbuilder authorities are set out in the table below.

Allocations for 2010-11 are indicative and the final figures will be confirmed in March 2010.

### **Wave 1 Playbuilders – Revenue Allocations**

Local Authority	Playbuilder revenue			
	2008/09	2009/10	2010/11	Total
Bolton	£12,662	£19,912	£13,274	£45,848
Brent	£12,695	£19,955	£13,303	£45,953
Bury	£12,465	£19,646	£13,097	£45,208
Calderdale	£12,521	£19,779	£13,186	£45,486
Coventry	£12,641	£19,925	£13,283	£45,849
Croydon	£12,604	£19,923	£13,282	£45,809
Derby	£12,588	£19,802	£13,202	£45,592
Gateshead	£12,553	£19,917	£13,278	£45,748
Halton	£12,593	£19,825	£13,217	£45,635
Hampshire	£12,763	£20,069	£13,380	£46,212
Islington	£12,950	£20,220	£13,480	£46,650
Lancashire	£13,004	£20,307	£13,538	£46,849
Leicester	£12,903	£20,167	£13,445	£46,515
Lewisham	£12,818	£20,075	£13,383	£46,276
Lincolnshire	£12,659	£19,904	£13,269	£45,832
Middlesbrough	£12,741	£20,147	£13,431	£46,319
Northamptonshire	£12,583	£19,861	£13,240	£45,684
Northumberland	£12,445	£19,833	£13,222	£45,500
Nottinghamshire	£12,709	£19,947	£13,298	£45,954
Peterborough	£12,582	£19,792	£13,194	£45,568
Plymouth	£12,563	£19,798	£13,199	£45,560
Reading	£12,406	£19,630	£13,087	£45,123
Redbridge	£12,474	£19,779	£13,186	£45,439
Sefton	£12,505	£19,829	£13,219	£45,553
Slough	£12,501	£19,687	£13,125	£45,313
Solihull	£12,238	£19,483	£12,989	£44,710
Somerset	£12,532	£19,775	£13,184	£45,491
Southampton	£12,577	£19,853	£13,235	£45,665
Southend	£12,409	£19,713	£13,142	£45,264
Staffordshire	£12,645	£19,888	£13,258	£45,791
Stockton-on-Tees	£12,509	£19,855	£13,237	£45,601
Suffolk	£12,589	£19,850	£13,233	£45,672
Tameside	£12,606	£19,802	£13,202	£45,610
Thurrock	£12,356	£19,604	£13,069	£45,029
Wandsworth	£12,685	£19,928	£13,285	£45,898
Worcestershire	£12,484	£19,747	£13,165	£45,396

**Wave 2 Playbuilders – Revenue Allocations**

Local Authority	Playbuilder revenue		
	2009-10	2010-11	Total
Barking and Dagenham	£27,719	£18,479	£46,198
Barnet	£27,213	£18,142	£45,355
Barnsley	£27,435	£18,290	£45,725
Bedfordshire Borough Council	£26,177	£17,451	£43,628
Bexley	£26,978	£17,986	£44,964
Birmingham	£28,092	£18,728	£46,820
Bournemouth	£27,152	£18,101	£45,253
Bracknell Forest	£26,589	£17,726	£44,315
Bradford	£27,771	£18,514	£46,285
Brighton and Hove	£27,281	£18,187	£45,468
Bromley	£26,942	£17,961	£44,903
Buckinghamshire	£26,934	£17,956	£44,890
Central Bedfordshire	£26,270	£17,514	£43,784
Cheshire East	£25,703	£17,135	£42,838
Cheshire West and Chester	£26,017	£17,345	£43,362
City of Kingston-upon-Hull	£27,940	£18,626	£46,566
Cumbria	£27,448	£18,299	£45,747
Darlington	£27,371	£18,247	£45,618
Derbyshire	£27,502	£18,334	£45,836
Devon	£27,554	£18,370	£45,924
Doncaster	£27,621	£18,414	£46,035
Dorset	£27,071	£18,048	£45,119
Durham	£27,677	£18,451	£46,128
Ealing	£27,481	£18,321	£45,802
Essex	£27,681	£18,454	£46,135
Gloucestershire	£27,209	£18,139	£45,348
Greenwich	£27,808	£18,539	£46,347
Hammersmith and Fulham	£27,605	£18,403	£46,008
Haringey	£27,823	£18,549	£46,372
Harrow	£27,055	£18,036	£45,091
Hartlepool	£27,530	£18,354	£45,884
Havering	£26,619	£17,746	£44,365
Herefordshire	£27,007	£18,005	£45,012
Hertfordshire	£27,633	£18,422	£46,055
Hillingdon	£27,188	£18,126	£45,314
Hounslow	£27,350	£18,233	£45,583
Isle of Wight Council	£27,370	£18,247	£45,617
Kent	£27,603	£18,402	£46,005
Kingston upon Thames	£26,668	£17,779	£44,447
Leeds	£27,523	£18,348	£45,871
Leicestershire	£27,156	£18,104	£45,260
Liverpool	£27,871	£18,581	£46,452
Manchester	£27,663	£18,442	£46,105
Medway	£27,247	£18,165	£45,412
Milton Keynes	£27,104	£18,070	£45,174
Newham	£28,181	£18,787	£46,968
Norfolk	£27,617	£18,411	£46,028
North East Lincolnshire	£27,448	£18,299	£45,747
North Lincolnshire	£27,095	£18,063	£45,158
North Somerset	£26,826	£17,884	£44,710

## Appendix 3

North Yorkshire	£27,264	£18,176	£45,440
Oldham	£27,618	£18,412	£46,030
Poole	£26,918	£17,946	£44,864
Redcar and Cleveland	£27,423	£18,282	£45,705
Richmond upon Thames	£26,640	£17,760	£44,400
Salford	£27,561	£18,374	£45,935
Sheffield	£27,723	£18,482	£46,205
Shropshire	£26,988	£17,992	£44,980
South Gloucestershire	£26,744	£17,829	£44,573
South Tyneside	£27,501	£18,334	£45,835
Southwark	£28,080	£18,720	£46,800
St Helens	£27,265	£18,177	£45,442
Stockport	£26,991	£17,994	£44,985
Stoke on Trent	£27,669	£18,446	£46,115
Surrey	£27,447	£18,298	£45,745
Sutton	£26,834	£17,889	£44,723
Swindon	£26,898	£17,932	£44,830
The Wrekin	£27,270	£18,180	£45,450
Torbay	£27,372	£18,248	£45,620
Trafford	£26,985	£17,990	£44,975
Wakefield	£27,423	£18,282	£45,705
Walsall	£27,537	£18,358	£45,895
Waltham Forest	£27,639	£18,426	£46,065
Warrington	£26,779	£17,853	£44,632
Warwickshire	£27,126	£18,084	£45,210
West Berkshire	£26,561	£17,707	£44,268
West Sussex	£27,393	£18,262	£45,655
Westminster	£27,893	£18,595	£46,488
Wiltshire	£26,962	£17,975	£44,937
Windsor & Maidenhead	£26,618	£17,745	£44,363
Wirral	£27,389	£18,259	£45,648
Wokingham	£26,347	£17,565	£43,912
York	£26,963	£17,975	£44,938
City of London	£10,000	£10,000	£20,000
Isles of Scilly	£22,500	£22,500	£45,000
Rutland	£10,000	£10,000	£20,000

**Specific Conditions, Aims and Objectives of Play Pathfinder and Playbuilder Capital Grants****Definitions:**

In these Conditions of Grant the following terms shall have the meaning given below:

- “the Department” means the Department for Children, Schools and Families;
- “the Support Body”, means Play England appointed by the Department to assist Pathfinders and Playbuilders and to provide progress reports to the Department
- “the Grants” means the Play Pathfinder Capital Grant and the Playbuilder Capital Grant;
- “Play” means both Play Pathfinder and Playbuilder, unless specified;
- “the Play Project Plan” means the Play Pathfinder Project Plan or Playbuilder Project Plan submitted by the Recipient to the Department and the Support Body and approved by the Department in consultation with the Support Body; and
- “the Recipient” means the local authority in receipt of the Grant.

**Specific Conditions of Grant**

- a) That the Grant is made under Section 14 (2)(j) of the Education Act 2002 for the purpose of promoting the welfare of children and parents and used to support the delivery of the Play Project.
- b) This Grant can be used for capital expenditure only, in accordance with the Play Project Plan, as approved by the Department in consultation with the Support Body.
- c) This Grant is to be used to develop new and existing public play areas. The Recipient should develop the minimum number of play areas as set out at Annexes A and B (or the number agreed separately with the Department). Developments must be “substantial” as set out in paragraph 6 of the guidance below. The Grant is not to be used to develop or refurbish schools or Children’s Centres.
- d) The Recipient can use this Grant in conjunction with other capital streams, for example from BIG Lottery and other Schools Capital funding streams, but the Play Project Plan must set out what this Grant specifically will provide.
- e) The Play Project Plan may include specific integrated projects, including with schools, where approved by the Department in consultation with the Support Body. Decisions on these will be made on a case by case basis.
- f) Local Play partnerships must be established where these don’t exist. Implementation and delivery of the Play capital programme must be through the Play Partnerships. See guidance below.

**Planning**

- g) The Recipient must provide a Play Project Plan for its capital investment for the duration of the project, including underpinning needs analysis and arrangements for the engagement of children and young people, parents and communities. The Play Project Plan must be completed and submitted to the Department and the Support Body by 30 March 2009. Details of what the Play Project Plan should contain are set out in the guidance below.
- h) Any changes to the Play Project Plan must be agreed by the Department in consultation with the Support Body.

**Capital Assets**

- i) If the Recipient uses the Grant to purchase any capital asset and that asset is disposed of or ceases to be used by the Recipient for the provision of services for which the Grant is made, the Department may recover the full market value of that asset, net of any costs of disposal, if applicable. "Full market value" means:
- i. the value of the asset received or determined by the Recipient following its own asset disposal procedures or valuation and depreciation policy as agreed with its auditors, or;
  - ii. in a case where the Recipient has not followed that procedure or policy, the value of the asset which the Recipient would have received or determined had it followed that procedure or policy.

#### Carry Forward of Under Spend

- j) The Recipient is permitted to carry forward a maximum of 5% of the Grant into 2010-11 to meet imminent expenditure due to arise in the following period (usually up to a month) subject to agreement by the Department. Any grant issued to the recipient but which remains unexpended on 30 June 2010 shall be repaid to the Department, after consulting the Department on the method of repayment.

#### Procurement of goods and services

- k) The Recipient shall have regard to HM Treasury guidelines in the procurement of goods and services for which it receives grant so as to secure best value for money. In particular, contracts of work, equipment, stores and services etc. awarded by the Recipient shall be placed on a competitive basis, unless there are good reasons to the contrary. Tendering procedures shall be in accordance with the EU Procurement Directive and UK Procurement Regulations<sup>1</sup>, where applicable and any additional guidance issued by the Department. The Recipient shall not make any advance payment, any interim payments or enter into any deferred payment arrangements without the prior written consent of the Department.

#### Reporting

- l) The Recipient is required to provide a report to the Department and the Support Body as follows:
- Status report 1: for the period 1 April 2009 to 30 June 2009 (to be received by 05 July 2009);
  - Status report 2: for the period 1 July 2009 to 30 September 2009 (to be received by 05 October 2009);
  - Status report 3: for the period 1 October 2009 to 31 December 2009 (to be received by 05 January 2010); and
  - Status report 4: for the period 1 Jan 2010 to 31 March 2010 (to be received by 31 March 2010)
- m) The reports, drawing from the Play Project Plan, must include:
- progress against key targets and milestones;
  - actions to manage risks and resolve issues;
  - slippage and actions to manage this, or re-planning undertaken.

#### Estimate of Expenditure

- n) The Recipient is required to complete an Estimate of Expenditure (Annex F), certified by its Chief Financial Officer under s.151 of the Local Government Act 1972, setting out spend to date and projected spend to March 2010 in respect of the Grant for the financial year 2009-10. This must be sent to the Department no later than 8 January 2010.

<sup>1</sup>[http://www.ogc.gov.uk/procurement\\_policy\\_and\\_practice/procurement\\_policy\\_and\\_application\\_of\\_eu\\_rules.asp](http://www.ogc.gov.uk/procurement_policy_and_practice/procurement_policy_and_application_of_eu_rules.asp)

Certification of Expenditure

- o) The Recipient is required to complete and send a Statement of Expenditure (Annex G), **certified by its Chief Financial Officer**, the responsible officer under s.151 of the Local Government Act 1972, in respect of the Grant for the financial year 2009-10, to the Department no later than 30 June 2010.

Support Body

- p) The Recipient will co-operate with the Support Body, including meeting with, reporting and providing information to the Support Body when requested.

Evaluation

- q) Recipients of the Pathfinder Capital Grant will take part in the national evaluation of the implementation and the impact of the play Pathfinders, if required, in line with the methodology established by the appointed contractor.

Corporate Recognition and Publicity

- r) The Recipient agrees that it will officially recognise and promote the financial contribution provided by the Department. It will also officially recognise and promote the Department's Rainbow logo which must appear on all play area developments to which the Grants have made a contribution. The logo must also appear on all communication for consumption by the public and by any stakeholder externally.
- s) The Department shall have the right to promote its association with the Recipient and its facility(ies) without charge, to use the name and image of the Recipient and the right to disclose information concerning the Recipient and its facility(ies) to third parties while remaining sensitive to situations where confidentiality is a significant issue. As such the Recipient will be included in any on-going publicity of the Play programme.

Further information

- t) That the books and other documents and records relating to the recipient's accounts shall be open to inspection by the Secretary of State and by the Comptroller and Auditor General. The Comptroller and Auditor General may, pursuant to Section 6 of the National Audit Act 1983, carry out examinations into the economy, efficiency and effectiveness with which the recipient has used its resources in discharging its grant-aided activities.
- u) The Recipient shall provide to the Department such further information as may be required for the purposes of determining whether the Recipient has complied with the conditions set out in this circular.

Other Conditions

- v) If the Recipient fails to comply with any of the conditions specified in this Circular, the Department may require the repayment of the whole or any part of the Grant paid to the Recipient as may be determined by the Department and notified in writing to the Recipient. Such sum as has been notified shall immediately become repayable to the Department.
- w) If the Recipient fails to comply with any of the conditions set out in this circular, or following a consistent poor performance in meeting the conditions set out in this circular, or following a consistent poor performance in meeting the objectives of their agreed project proposal, the Department may, after giving one month's notice, terminate the Grant on the terms set out in the notice of termination

**GUIDANCE**

## Appendix 3

1. The Department for Children Schools and Families is making its biggest ever investment of £235 million in play over the three years 2008–2011. The Department expects innovative and exciting new public play areas to be developed with this investment, led strategically by local authorities working in partnership with district and town councils, the third sector, children, families and community groups. The result should be no less than the transformation of local play opportunities across the country.
2. In order to deliver effectively, Pathfinders and Playbuilders will need to ensure that they maintain strong partnerships between Directors of Children's Services and senior colleagues in other key departments such as parks and leisure, planning, housing, environment and transport. The Support Body (Play England), will be able to offer assistance in strengthening these arrangements. In two-tier authorities there will need to be very close working between the top tier and district councils and a process must be developed to ensure that the needs of all its districts are considered in a fair and transparent manner. The Department also expects the play investment programme to be embedded into authorities' broad top-tier strategic approach to planning and commissioning. The Department would also like Pathfinders and Playbuilders to engage their MPs and other locally-elected members throughout the process. The play capital programme should be delivered through a local Play Partnership. The Play Partnership should include representation from a wide range of stakeholder including, Transport, Health, Planning, Parks and Leisure, Police and third sector organisations. In particular, Health is a key member as the Play Agenda impacts on obesity, Change for Life and other health initiatives. The exact composition of the play partnership will depend on local circumstances.
3. The Grant cannot be used to substitute existing or planned expenditure on Play.
4. The Department and Play England has published detailed design guidance which sets out principles of good play design and provide examples of them. Alongside the Design Guide there is also the Managing Risk in Play Provision guide. These materials, along with others, can be found at <http://www.dcsf.gov.uk/play/>. The Department expects Pathfinders and Playbuilders to demonstrate best practice in innovative design and production of play sites and to be mindful of this guidance when undertaking their capital investment. Pathfinders and Playbuilders should also be prepared to discuss decisions made on the location and design of sites with Play England.

### Play England

5. The Department has appointed Play England to provide a support role for the Pathfinders and Playbuilders. The assistance provided will be proportionate to need, and will include assistance with planning, design, procurement, partnership working and disseminating best practice. The Department expects Pathfinders and Playbuilders to engage with Play England and will be sharing information with Play England, including financial details of predicted spend, project plans etc.

### Details of the contents of the Play Pathfinder and Playbuilder Project Plans

6. The Recipient's Pathfinder or Playbuilder Project Plan will need to set out in sufficient detail how the minimum number of play area developments and, where applicable, the adventure playground/playpark will be delivered over 2009-10, and the needs analysis on which this is based. The plans must also show how the Recipient will ensure that these capital assets will have the maximum impact. The Plan should set out in detail how the Recipient will select and develop the play areas in 2009-10, each at an average unit cost of 50k. This should include setting out the procurement process that will develop areas to deadline. 'Development' in this context is taken to mean the complete or substantial replacing of old equipment for new, or the building of a completely new play area. Decisions on whether and by how much variation from this unit cost figure is permissible will be made by the Department in consultant with the Support Body, in discussion with the Recipient, on a case by case basis. For Pathfinders only, the Plan must contain details on how the Adventure Playground will be delivered at a cost of around £800k
7. The Plan should set out how the grant is supporting/complementing existing or planned Play expenditure. What would have been provided without this additional funding and what the overall value/impact will be of the combined funding.
8. The Plan should build on your bid and indicate how the wider deliverables of the Play strategy will be implemented and supported through the delivery of these play areas. These should include activity on volunteering, training and long term sustainability/embedding.



9. The Plan should also indicate how local delivery and construction may involve local unemployed people.
10. The Plan should set out key targets, milestones and risks (and how they will be managed). In addition to setting out which play areas will be delivered by when, the Plan should also contain details of how the Recipient will deliver the investment. This should include the following sections:

### *Innovation*

- The Plan should set out how the Recipient will deliver innovative and stimulating equipment and landscaping on sites that will provide physically active play opportunities, which are attractive to all children, including 8-13 year-olds. The Department expects the adventure playground/playpark to focus specifically on this age range.

### *Engagement*

- The Plan should contain details of how the Recipient intends to involve children and young people, parents, carers and the wider community and locally-elected members in the decisions about where and how the Grant will be spent, particularly in relation to the adventure playground or playpark. This must go deeper than one-off consultation and should seek to engage and involve them throughout the process. It must also include children seen as 'hard to reach', whom the Recipient may need to access through voluntary and community sector groups. Play England will be able to advise Recipients with less experience in this area.
- The Plan should detail arrangements for encouraging bids from community and Third sector groups, given their play expertise and direct experience of working in the community with children, families and other residents. The Department would expect each Recipient to look to fund a number of appropriate Third sector and/or community-led projects, in line with their established procurement procedures.

### *Access*

- The Plan should set out how the Recipient will ensure that sites are open-access (with children generally free to come and go as they please) and free of charge. They must also ensure better access and experiences for disabled children across all the sites that are developed. This must include ensuring that all developments of play areas comply with the disability discrimination legislation.

### *Safety*

- The Plan should show how the Recipient will carry out risk assessments to ensure the safety of play areas developed, and also how the Recipient will ensure that children are able to travel to and from play areas in safety. This may be in the form of making links with other projects aimed at safer travel for children. However, the Capital Grant may not be used for such purposes as traffic-calming.

### *Operational sustainability*

- The Plan should show how the Recipient will ensure that the capital investment is sustainable in terms of protection of sites against vandalism and ongoing maintenance of sites. Approaches will need to vary according to the location of the play area. The Support Body will be able to advise. Recipients should also look to maximise the use of other capital assets to support their play investment.
- Recipients should indicate how they plan to mainstream this funding and support for play beyond 2011. How will the LA sustain the push on Play provision beyond 2011?

### *Environmental sustainability*

- The Plan should set out the Recipient's consideration of the environmental impact of its investment, and the Recipient should give serious consideration to sustainable refurbishment of play areas using natural materials which encourage children to explore the natural environment.

**Specific Conditions, Aims and Objectives of Play Pathfinder and Playbuilder Revenue Grant**

**Definitions:**

In these Conditions of Grant the following terms shall have the meaning given below:

- “the Department” means the Department for Children, Schools and Families;
- “the Support Body”, means Play England appointed by the Department to assist Pathfinders and playbuilders and to provide progress reports to the Department;
- “the Grants” means the Play Pathfinder Revenue Grant and the Playbuilder Revenue Grant;
- “Play” means both Play Pathfinder and Playbuilder unless specified;
- “the Play Project Plan” means the Play Pathfinder Project Plan or Playbuilder Project Plan submitted by the Recipient to the Department and Play England and approved by the Department in consultation with Play England; and
- “the Recipient” means the local authority in receipt of the Grant.

**Specific Conditions of Grant**

- a) That the Grant made under Section 14 (2)(j) of the Education Act 2002 for the purpose of promoting the welfare of children and parents and used to support the delivery of the Play Project.
- b) Recipients of the Pathfinder revenue grant must use the grant in accordance with the Pathfinder Project Plan, as approved by the Department in consultation with the Support Body.
- c) Recipients of the Pathfinder Revenue Grant must provide a Pathfinder Project Plan for their revenue spending over the duration of the project. Details of what the Pathfinder Project Plan should contain in relation to revenue spending are set out in the guidance below. Any changes to the Pathfinder Project Plan must be approved by the Department in consultation with the Support Body.

**Procurement of goods and services**

- d) The Recipient shall have regard to HM Treasury guidelines in the procurement of goods and services for which it receives grant so as to secure best value for money. In particular, contracts of work, equipment, stores and services etc awarded by the Recipient shall be placed on a competitive basis, unless there are good reasons to the contrary. Tendering procedures shall be in accordance with the EU Procurement Directive and UK Procurement Regulations<sup>2</sup>, where applicable and any additional guidance issued by the Department. The Recipient shall not make any advance payment, any interim payments or enter into any deferred payment arrangements without the prior written consent of the Department.

**Capital Assets**

- e) If the Recipient uses the Grant to purchase any capital asset and that asset is disposed of or ceases to be used by the Recipient for the provision of services for which the Grant is made, the Department may recover the full market value of that asset, net of any costs of disposal, if applicable. “Full market value” means:
  - i. the value of the asset received or determined by the Recipient following its own asset disposal procedures or valuation and depreciation policy as agreed with

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[http://www.ogc.gov.uk/procurement\\_policy\\_and\\_practice/procurement\\_policy\\_and\\_application\\_of\\_eu\\_rules.asp](http://www.ogc.gov.uk/procurement_policy_and_practice/procurement_policy_and_application_of_eu_rules.asp)

its auditors; or

- ii. in a case where the Recipient has not followed that procedure or policy, the value of the asset which the Recipient would have received or determined had it followed that procedure or policy.

#### Reporting

- f) The Pathfinder Project Plan should include a report on revenue spending, as set out in the conditions to the Capital Grant above.

#### Carry Forward of Underspend

- g) All funding must be accounted for in the financial year 2009-10. There will be no carry over to the financial year 2010-11. Any grant issued to the recipient but which remains unexpended on 31 March 2010 shall be repaid to the Department, after consulting the Department on the method of repayment.

#### Estimate of Expenditure

- h) The Recipient is required to complete an Estimate of Expenditure (Annex F), certified by its Chief Financial Officer, setting out actual and projected spend in respect of this Grant for the financial year 2009-10. This must be sent to the Department no later than 8 January 2010.

#### Certification of Expenditure

- i) The Recipient is required to complete and send a Statement of Expenditure (Annex G), certified by its Chief Financial Officer, the responsible officer under s.151 of the Local Government Act 1972, in respect of the Grant for the financial year 2009-10, to the Department no later than 30 June 2010.

#### Support Body

- j) The Recipient will co-operate with the Support Body – Play England, including meeting with, reporting and providing information to the Support Body when requested.

#### Evaluation

- k) Recipients of the Pathfinder Revenue Grant will take part in the national evaluation of the implementation and the impact of the Play Pathfinders, if required, in line with the methodology established by the appointed contractor.

#### Further information

- l) That the books and other documents and records relating to the recipient's accounts shall be open to inspection by the Secretary of State and by the Comptroller and Auditor General. The Comptroller and Auditor General may, pursuant to Section 6 of the National Audit Act 1983, carry out examinations into the economy, efficiency and effectiveness with which the recipient has used its resources in discharging its grant-aided activities.
- m) The Recipient shall provide to the Department such further information as may be required for the purposes of determining whether it has complied with the conditions set out in this circular.

#### Other Conditions

- n) If a Recipient fails to comply with any of the conditions specified in this Circular, the Department may require the repayment of the whole or any part of the Grant paid to the Recipient as may be determined by the Department and notified in writing to the Recipient. Such sum as has been notified shall immediately become repayable to the Department.
- o) If the Recipient fails to comply with any of the conditions set out in this circular, or following a consistent poor performance in meeting the conditions set out in this circular, the Department may, after giving one month's notice, terminate the Grant on the terms set out

in the notice of termination.
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## GUIDANCE

### PLAY PATHFINDER PROJECTS

#### Details of the contents of the Revenue section of the Pathfinder Project Plan

1. The Plan should set out key targets, milestones and risks (and how they will be managed). It should contain details of how the Recipient will use the revenue funding to deliver the play investment and should include the following sections:

#### *Safety*

- The Plan should set out how the Recipient will develop ways of increasing parental and child confidence, including, for example, awareness campaigns, training for a range of public sector workers (including community police officers, leisure staff, extended schools coordinators and teachers) and a volunteering programme to help provide appropriate supervision of children in public space.

#### *Staffing/infrastructure*

- The Plan should detail playpark start-up staffing costs over the 2009-11 period to cover the adventure playground and provide appropriate supervisory support to other sites.
- The Plan should detail training needs and how these needs will be met. In addition how the programme and the Play workforce will engage with the training being offered through Skills Active

#### *Governance*

- The Plan should set out the process for appointing a senior project manager with a strategic link to high-level decision-making; and any other required infrastructure to oversee the Pathfinder programme. The Department also expects the Plan to demonstrate that there is Director-level ownership of the programme within the Recipient authority.

#### *Innovation*

- The Plan should set out how the Recipient will generate learning on a number of innovative approaches to improving local play offers (as agreed with the Support Body), for example, play acting as a gateway to structured positive activities and support services.

#### *Best practice*

- The Plan should show how the Recipient will share experiences with other local authorities on a regional basis, including through networking events arranged with the assistance of the Support Body.

#### *Community engagement*

- The Plan should set out how the Recipient will lead a major consultation exercise for the adventure playground/playpark, including children, parents and local residents, as well as consulting on the play areas to be developed, and supporting community-led projects.
- The Plan should set out how the third sector will be involved – expanding on the information provided in bids. This should also include how the Third sector will be supported to deliver elements of the programme.

#### *Evaluation*

- The Plan should show how the Recipient will work with evaluators and assist them in data capture to show the impact of improvements to local play offers, for example looking at increased usage,

parental satisfaction, etc.

**PLAYBUILDER PROJECTS**

1. There are a number of possible uses for the revenue funding, all of which would support the delivery of the Recipient's capital programme. These are as follows:

- interim support for any new and additional maintenance costs whilst longer-term, sustainable funding routes are put in place;
- similar interim support for any supervisory costs, including development of new volunteering infrastructure, associated with creating safer play areas in line with local demand;
- support for additional design costs associated with delivering innovative sites;
- support for community action, for example community development worker costs, linked to capital roll-out;
- Any additional social marketing that authorities really think would add value, for example targeting very hard to reach groups;
- Project management staffing costs needed to run an effective playbuilder capital programme.

2. The Department is not requesting a detailed plan for this funding. However, the recipient will still need to include this revenue in its estimate of expenditure (Annex E) and final statement certificate at Annex F.

**FORMAL ACCEPTANCE OF GRANT OFFER**

To: Bhupinder Bhoday,  
Health and Wellbeing Division,  
Ground Floor, Sanctuary Buildings,  
Great Smith Street,  
London SW1P 3BT

FROM:

Tel:

e-mail:

DATE:

**PLAY PATHFINDER \ PLAYBUILDER CAPITAL AND REVENUE GRANTS: 2009-10**

We are writing formally to accept the terms and conditions of the DCSF Play Pathfinder/Playbuilder\* Capital and Revenue Grants as offered in the circular dated 19 February 2009 (LAC Ref: 3112080004), offering financial assistance towards the delivery of the Play Pathfinder/Playbuilder\* project. **This form should be returned to the address above by 1 April 2009.**

\*please delete as applicable

**Signature:** \_\_\_\_\_

**Name in capitals:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_

**Authority:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**FINANCIAL YEAR END SPEND PREDICTION 2009-10**

**PLAY PATHFINDER / PLAYBUILDER CAPITAL AND REVENUE GRANTS**

All funding must be accounted for in financial year 2009-10. To inform the end year grant reconciliation process, authorities are required to submit an estimate of final expenditure for 2009-10, signed by the Chief Finance Officer, by **8 January 2010**.

LOCAL AUTHORITY .....

PROGRAMME (i.e. Pathfinder or Playbuilder) .....

	<b>Pathfinder / Playbuilder*</b>	<b>Capital</b>	<b>Revenue</b>
A	Carry Forward 08-09	£	
B	Grant Allocation 2009-10	£	£
B	Total grant available in 2009-10 (Lines A and B)	£	£
C	Actual eligible expenditure: 1 April 2009 to 31 December 2009	£	£
D	Planned eligible expenditure: 1 January 2010 to 31 March 2010	£	£
E	Total predicted spend (Lines C and D)	£	£
F	Predicted underspend in 2009-10 (Line B minus Line E)	£	£

\*delete as appropriate

*CHIEF FINANCIAL OFFICER (Responsible Officer under s.151 of the Local Government Act 1972)*

.....(signature)

.....(block capitals)

.....(Authority)

..... (date)

Authorities listed at Annex A should complete this form and return it to the Department for Children Schools and Families at the address given below by 8 January 2010.

Bhupinder Bhoday, Health and Wellbeing Division,  
Ground Floor, Sanctuary Buildings, Great Smith Street, London SW1P 3BT

**FINAL STATEMENT CERTIFICATE:**

**PLAY PATHFINDER / PLAYBUILDER: CAPITAL AND REVENUE GRANTS 2009-10**

All Pathfinder and Playbuilder authorities should complete this form and send it, certified by the Chief Financial Officer, to the Department for Children, Schools and Families at the address given below by **30 June 2010**.

**Bhupinder Bhoday, Ground Floor, Sanctuary Buildings, Great Smith Street, London, SW1P 3BT**

LOCAL AUTHORITY:	
PROGRAMME ( <i>please specify whether Pathfinder or Playbuilder</i> ):	

	<b>PATHFINDER / PLAYBUILDER*</b>	<b>Capital Grant</b>	<b>Revenue Grant</b>
<b>A</b>	Carry Forward from 2008-09	£_____	
<b>B</b>	2009-10 Grant Allocation	£_____	£_____
<b>C</b>	Total grant available in 2009-10 (Lines A and B)	£_____	£_____
<b>D</b>	Eligible expenditure incurred in 2009-10	£_____	£_____
<b>E</b>	Unspent balance of grant to be carried forward (Lower of: line B minus line D, or 5% of line B)	£_____	
<b>F</b>	Unspent balance to be repaid to DCSF (Line C minus (Line D plus Line E))	£_____	£_____

\*delete as appropriate

**CERTIFICATE OF THE CHIEF FINANCIAL OFFICER** (Responsible Officer under s.151 of the Local Government Act 1972).

I certify that the above entries are correctly stated and that expenditure at line D was spent for the purposes intended and properly incurred in accordance with the conditions of grant set out in the Local Authority Circular reference: 3112080004.

SIGNED .....

*CHIEF FINANCIAL OFFICER (Responsible Officer under s.151 of the Local Government Act 1972).*

NAME..... DATE.....

Enquiries to..... Telephone no.....





Originator: R L Mills

Tel: 2474557

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (City Development)

Date: 1st September 2009

Subject: Scrutiny Board (City Development) – Work Programme,  
Executive Board Minutes and Forward Plan of Key Decisions

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**Electoral Wards Affected: All**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Introduction

- 1.1 Attached as Appendix 1 is the current Work Programme for this Scrutiny Board. This has been amended to take into account discussions held at the last meeting.
- 1.2 Also attached as Appendix 2 and 3 respectively are the Executive Board minutes from 22nd July 2009 and the Council's current Forward Plan relating to this Board's portfolio.

## 2.0 Recommendations

- 2.1 Members are asked to;
- (i) Note the Executive Board minutes and Forward Plan
  - (ii) Agree the Board's work programme.

### Background Papers

None used

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**Scrutiny Board (City Development) - Last Revised 31st July 2009**

Appendix 1

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 1st September 2009</b> Report required by 12th August			
<b>Quarterly Accountability Reports</b>	To receive quarter 1 performance reports		PM
<b>Recommendation Tracking</b>	To monitor progress on meeting the recommendations agreed on the A660		MSR
<b>Climate Change Update</b>	To consider a report of the Director of City Development	The Board requested this at their meeting on 9th June 2009	RP/DP
<b>Meeting date: 13<sup>th</sup> October 2009</b> Reports required by 23rd September 2009			
<b>Update on Street Design Guide</b>	To consider a report of the Director of City Development	Update requested at the Board meeting on 9th June 2009	RP/DP
<b>Meeting date: 10th November 2009</b> Reports required by 21st October 2009			
<b>Leeds City Region Transport Strategy Vision</b>	To consider a report of the Director of City Development	The Board requested this at their meeting on 9th June 2009	DP
<b>Review of the City Centre Loop</b>	To consider an initial report by the Director of City Development	Last advised in December 2008 that modelling work would commence in January 2009 and would not be completed until the summer.	/RP

**Scrutiny Board (City Development) - Last Revised 31st July 2009**

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 8<sup>th</sup> December 2009</b> Reports required by 17th November			
<b>Inquiry on public consultation of planning applications and how best to advertise them</b>	To consider draft terms of reference	Consideration of this issue was requested at the Board's first meeting of the municipal year	RP
<b>Recommendation Tracking</b>	To monitor progress on meeting the recommendations agreed on the A660		MSR
<b>Quarterly Accountability Reports</b>	To receive quarter 2 performance reports		PM
<b>Review of Conservation Unit &amp; Conservation Areas</b>	To consider a report of the Director of City Development	The Board requested this at their meeting on 9th June 2009	RP
<b>Meeting date: 12<sup>th</sup> January 2010</b> Reports required by 23rd December 2009			
<b>Scrutiny of the Budget</b>	To receive budget proposals under the budget and policy framework rules		

**Scrutiny Board (City Development) - Last Revised 31st July 2009**

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
<b>Meeting date: 9th February 2010</b> Reports required by 20th January 2010			
<b>Meeting date: 9th March 2010</b> Reports required by 17th February 2010			
<b>Recommendation Tracking</b>	To monitor progress on meeting the recommendations agreed in 2009/2010		MSR
<b>Quarterly Accountability Reports</b>	To receive quarter 3 performance reports		PM
<b>Meeting date: 6<sup>th</sup> April 2010</b> Reports required by 17th March 2010			
<b>Annual Report</b>			

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

**Issues Identified at the June 2009 Meeting but not included in work programme**

1. Leisure Centres and Vision for Sport /sport centre closures- report going to Executive Board July 2009. Scrutiny Board would like to consider to have input to the 5 year vision and perhaps do some further scrutiny
2. Report requested updating members on work to improve signage in the station area and city centre and the Civic Trust proposals.

## **Scrutiny Board (City Development) - Last Revised 31st July 2009**

3. Agreed that arrangements be made for Members of the Scrutiny Board to visit the building site of the new well being PFI leisure centre site at Morley as soon as the new build has progressed to make the visit worthwhile.
4. Playbuilder Initiative/open space - Report to Executive Board June (Board in July asked that this to be included in its work programme and a suitable date has been sought from the lead department)
5. Report requested on Review of Libraries - new technology, opening hours, greater use of mobile libraries, building maintenance.
6. Update report requested from Marketing Leeds and the role it plays in marketing Leeds nationally and internationally
7. Concerns expressed by Members as to the lack of publicity and promotion of "gems" in the city some privately owned (Wetherby racecourse, Harewood House) and the many events like concerts, Chapeltown Carnival, St George's Day
8. Consultation document on the Agenda for an Improved Economic Performance to be considered by Scrutiny Board in the Autumn 2009 before final submission to Executive Board at the end of the year .

### **Other Outstanding issues from Previous Board**

9. The Board in December 2008 asked that further scrutiny be undertaken of the work being carried out to the City Varieties during 2009.
10. Possible issue raised by the Board in June 2008 for consideration later in the year - Review of the Environmental Policy and EMAS.

## EXECUTIVE BOARD

WEDNESDAY, 22ND JULY, 2009

**PRESENT:** Councillor R Brett in the Chair

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

Councillor R Lewis – Non-Voting Member

### 24 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) Appendices 1 and 2 to the report referred to in minute 34 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information contained in the appendices relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the disposal of the property/land referred to, then it is not in the public interest to disclose this information at this point in time. Also, it is considered that the release of the 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 would be aware 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 the information will be publicly available from the Land Registry following completion of these transactions and, consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- b) Appendix 1 to the report referred to in minute 38 under the terms of Access to Information Procedure Rule 10.4(3) and 10.4(5) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because publication of this report could prejudice the City Council's commercial interests and the City Council's legal interests in maintaining legal professional privilege during legal proceedings.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 26th August, 2009

- c) The appendix, plan 2 and plan 3 to the report referred to in minute 42 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 as disclosure could be prejudicial to the commercial interests of the Council and other outside bodies.
- d) Appendix B to the report referred to in minute 59 under the terms of Access to Information Procedure Rule 10.4(3) and (4) 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 and business affairs of the Council and that publication could be prejudicial to the Council's commercial interests and to negotiations with potential contractors.

## **25 Declaration of Interests**

Councillor Wakefield declared a personal interest in the items entitled, 'Response to the City and Regional Partnerships Scrutiny Board Inquiry into Skills' and 'A Partnership Approach to the Planning, Funding and Delivery of 14 – 19(25) Provision in Leeds' due to being a governor of Leeds City College (Minutes 33 and 57 refer respectively).

Councillor Wakefield also declared a personal interest in the item entitled, 'Proposed Increases in Admission Limits for September 2010' due to being a governor of a primary school. (Minute 56 refers)

Councillor Finnigan declared a personal interest in the items entitled, 'Response to Council Deputation – 'Hands off our Homes Group'', 'Response to Council Deputation – Woodbridge Tenants and Residents' Association', 'Lettings Policy' and 'ALMO Annual Reports 2008/09' due to being a Director of Aire Valley Homes (Minutes 49, 28, 50 and 51 refer respectively).

Councillor Harker declared a personal interest in the item entitled, 'Proposed Increases in Admission Limits for September 2010', due to being a governor of a primary school (Minute 56 refers).

Councillor Golton declared a personal interest in the item entitled, 'ALMO Annual Reports 2008/09' due to being a Director of Aire Valley Homes (Minute 51 refers).

Councillor A Carter declared a personal interest in the item entitled 'Marketing Leeds Annual Report 2009' due to being a Director of Marketing Leeds and a personal interest in the item entitled, 'Proposed Lease of Land at Pudsey Bus Station, Church Lane, Pudsey, LS28' due to being a Board member of the West Yorkshire Integrated Transport Authority (Minutes 35 and 36 refer respectively).



- 26 Minutes**  
**RESOLVED** – That the minutes of the meeting held on 17<sup>th</sup> June 2009 be approved.

#### **CENTRAL AND CORPORATE**

- 27 The KPMG Scrutiny Review - May 2009**  
The Chief Democratic Services Officer submitted a report summarising the key findings from KPMG's recent audit of the Council's Overview and Scrutiny arrangements and detailing management's formal response to the recommendations

Alison Ormston of KPMG attended the meeting and presented the audit report.

**RESOLVED** – That the assurances provided with regard to the Council's Overview and Scrutiny arrangements be noted, together with the intention that the key learning points will be progressed by officers through the Scrutiny Chairs' Advisory Group.

#### **NEIGHBOURHOODS AND HOUSING**

- 28 Response to Council Deputation - Woodbridge Tenants' and Residents' Association Regarding the Condition of the Properties on the Estate**  
The Director of Environment and Neighbourhoods submitted a report in response to the deputation to Council from the Woodbridge Tenants' and Residents' Association on 22<sup>nd</sup> April 2009.

**RESOLVED** – That the agreed actions, following the attendance of the deputation at Council, be noted.

#### **CENTRAL AND CORPORATE**

- 29 Treasury Management Annual Report 2008/09**  
The Director of Resources submitted a report providing a review of the treasury management strategy and operations for 2008/09.

**RESOLVED -**

- a) That the treasury management outturn position for 2008/09 be noted.
- b) That the recommendations of the CIPFA Treasury Management Panel Bulletin and the CLG Select Committee be referred to the Central and Corporate Functions Scrutiny Board and the Corporate Governance and Audit Committee for further consideration.
- c) That Council be recommended to approve the limits of fixed debt from 2009/10 onwards that are held in different periods as outlined in paragraph 3.3.4 of the submitted report.

- d) That Council be recommended to approve the upper limit on sums invested for periods longer than 364 days for 2009/10 as outlined in paragraph 3.3.6 of the submitted report.

(The matters referred to in parts (c) and (d) of this minute being matters reserved to Council were not eligible for Call In)

### **30 Capital Programme Update 2009 to 2013**

The Director of Resources submitted a report providing an update on the capital programme position for 2009-2013 and seeking approval to allocate resources to specific schemes.

#### **RESOLVED -**

- a) That the £35,400,000 remaining balance of the Strategic Development Fund be allocated to New Generation Transport and Flood Alleviation projects.
- b) That the delegated decisions to release reserved schemes, as set out in Table 2 of the submitted report, be noted.
- c) That the proposals for the allocation of additional resources, as set out in Table 3 of the submitted report, be approved.
- d) That the injection of £125,000 to the capital programme for the food waste bin pilot, funded through unsupported borrowing, be approved.
- e) That a variation of £200,000 on the Housing Revenue Account ICT Phase 2 project, as outlined in section 3.3.4 of the submitted report, be approved.

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

### **31 Leeds Strategic Plan and the Council Business Plan - Performance Reporting at Quarter Four 2008/09**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report presenting the quarter 4 performance report for the Leeds Strategic Plan and the Council Business Plan.

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

### **32 Sustainable Communities Act**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on a proposal to extend the Council's powers to deal with obstructive parking for formal submission to the Local Government Association as a recommended proposal for Government action.

**RESOLVED** – That approval be given for the submission of the proposal to extend the powers of Council employed civil enforcement officers to issue Penalty Charge Notices.

**33 Response to the City and Regional Partnerships Scrutiny Board Inquiry into Skills**

The Head of Scrutiny and Member Development submitted a report in response to the recommendations arising from the Scrutiny Board (City and Regional Partnerships) inquiry into skills.

**RESOLVED** – That the proposed responses to the Scrutiny Board (City and Regional Partnerships) recommendations, as contained in the submitted report, be approved.

**DEVELOPMENT AND REGENERATION**

**34 Proposed Leeds Arena**

The Director of City Development submitted a report on progress made in developing the scheme proposals for the arena, proposing that Clay Pit Lane be confirmed as the site for the proposed development and requesting that the Board reconfirms the scope, aims, objectives and outcomes of the project, in addition to presenting proposed Heads of Terms for a commercial agreement.

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 Clay Pit Lane be selected as the site for the proposed arena development.
- b) That the progress made in developing the scheme proposals be noted.
- c) That the scope, aims, objectives and outcomes of the project, as detailed in the submitted report, be reconfirmed.
- d) That the provisionally agreed Heads of Terms with SMG Europe Holdings Ltd for the Agreement for Lease and Lease of the arena be approved.
- e) That approval be given to the provisionally agreed Heads of Terms with the third party named in exempt appendix 2 of the report for the receipt of annual revenue payments to part finance the City Council's funding model for the capital cost of developing the arena.

(The matters referred to in this minute were not eligible for Call In as any delay in concluding such legal agreements may result in the parties to the

agreements seeking to renegotiate the terms of such agreements and, as such, could increase the cost to the Council of developing the arena).

**35 Marketing Leeds - Annual Report 2009**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report providing an update on the work of Marketing Leeds and its contribution to the city's priorities.

Deborah Green of Marketing Leeds attended the meeting and presented the report.

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

**36 Proposed Lease of Land at Pudsey Bus Station, Church Lane, Pudsey, LS28**

The Chief Asset Management Officer submitted a report on the proposed disposal of the subject site to West Yorkshire Passenger Transport Executive by way of a long lease at less than best consideration, in order to facilitate the development of the new bus station.

**RESOLVED** – That approval be given for the disposal of the site, as identified on the plans attached to the submitted report, to the West Yorkshire Passenger Transport Executive, by way of a 99 year lease at less than best consideration.

**37 West Leeds Gateway Area Action Plan - Pre-Submission Consultation**

The Director of City Development submitted a report on the key objectives of the West Leeds Gateway Area Action Plan (AAP) and proposals to publish the Plan for the purposes of public participation and receipt of formal representations, between 5<sup>th</sup> October and 16<sup>th</sup> November 2009.

Members received an update on the informal guidance relating to several areas of the AAP which had been received from Government Office and the Planning Inspectorate.

**RESOLVED** –

- a) That the Director of City Development be authorised to revise the West Leeds Gateway Area Action Plan in line with the informal guidance received from Government Office and the Planning Inspectorate.
- b) That approval be given for the publication of the West Leeds Gateway Area Action Plan Development Plan Document for the purposes of public participation, and to formally invite representations on it between 5<sup>th</sup> October and 16<sup>th</sup> November 2009.

**38 A639 Stourton Landslip**

The Director of City Development submitted a report on the proposed scheme and expenditure required to overcome a stability problem on the A639 highway in the vicinity of the Leeds Valley Park roundabout.

Plan TS/299067/GA/01 was tabled at the meeting for Members' consideration.

Following consideration of Appendix 1 to the report, designated as exempt under Access to Information Procedure Rule 10.4(3) and (5) which was considered in private at the conclusion of this meeting, it was

**RESOLVED -**

- a) That authority be given for the design and implementation of the highway works, as shown on drawing TS/299067/GA/01, to overcome a stability problem on the A639 near Leeds Valley Park Roundabout resulting from a landslip.
- b) That approval be given to incur expenditure of £1,500,000 comprising £1,200,000 works and £300,000 staff costs in addition to the £518,100 fees previously approved and as detailed in the recommendation of the exempt appendix to the report.
- c) That the matter be progressed, as proposed in the recommendation contained in the exempt appendix to the report.

**39 Route 163/166 Bus Accessibility Improvements**

The Director of City Development submitted a report on the proposed accessibility improvements to the Arriva 163/166 Leeds to Castleford core bus route.

**RESOLVED -**

- a) That approval be given to the design and implementation of the accessibility work on the 163/166 core bus route to comply with the Disability Discrimination Act.
- b) That approval be given to the estimated expenditure of £726,000 to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme.

**40 South Leeds Academy**

The Chief Asset Management Officer submitted a report on proposed Heads of Terms for the leasehold disposal at nil consideration of South Leeds High School for the Academy scheme to South Leeds Academy Trust who are the Council's selected operator for an Academy at this school.

**RESOLVED –**

- a) That approval be given for the disposal of South Leeds High School for the proposed Academy on a 125 year lease at nil consideration and that the Director of City Development be authorised to agree the final terms as detailed at paragraph 3 of the submitted report.

- b) That a report be submitted to a future meeting of the Board with respect to matters concerning the transfer of assets to School Partnership Trust organisations.

**41 Partnership for Regeneration Investment in Aire Valley, Leeds**

The Director of City Development and the Director of Environment and Neighbourhoods submitted a joint report providing an update on the Aire Valley Leeds programme and outlining proposals regarding an opportunity which had arisen for a partnership with some of the key landowners in the area.

**RESOLVED -**

- a) That the approach by the Templegate Development Ltd joint venture partners be noted, together with the common benefits from joint working on the development potential for this large area of land in the Aire Valley Leeds regeneration area.
- b) That the Directors of City Development and Environment and Neighbourhoods be authorised, in liaison with the Assistant Chief Executive (Corporate Governance), to enter into the memorandum of understanding and create the Partnership for Regeneration Investment in Aire Valley Leeds on the terms described in the submitted report.

**42 Elland Road Masterplan and World Cup 2018**

The Director of City Development submitted a report providing an update on property matters at Elland Road and on proposals to assist in the regeneration of eighteen and a half hectares of brownfield land in that location.

Plan 3 to the report was circulated to Members prior to the meeting for consideration.

Following consideration of the appendix, plan 2 and plan 3 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 recent developments concerning property matters at Elland Road, and the opportunity to kickstart the comprehensive regeneration on the site be noted.
- b) That the position regarding the acquisition of site I as set down in the exempt part of the submitted report be noted, and that the Director of City Development be instructed, in consultation with the Executive Member for Development and Regeneration and subject to site investigations, to conclude negotiations.

- c) That a 6 month period of exclusivity be granted to the company named in the exempt appendix of the submitted report, on the basis of the Heads of Terms detailed within that exempt appendix, in order that the company can build and operate an ice-rink at Elland Road.

### **ADULT HEALTH AND SOCIAL CARE**

#### **43 From Day Centres to Day Services: Responding to the Needs and Preferences of Older People**

Further to minute 125 of the meeting held on 5<sup>th</sup> November 2008, the Director of Adult Social Services submitted a report on the next phase of the strategy concerned with modernising day opportunities for older people.

#### **RESOLVED -**

- a) That the positive implementation of actions agreed in 2008 to re-provide 4 centres be noted.
- b) That the positive opportunities to develop future services alongside officers in City Development and partners in the Voluntary Sector be noted.
- c) That the strategy for the development of specialist dementia and re-enablement services, as set out in Section 7 of the submitted report, be approved.
- d) That the proposed consultation concerning recommendations for change to the day services base in the city, including changed weekend opening, be approved.
- e) That a further report be brought to the Board in November 2009 on the outcome of the consultation and containing final recommendations for the delivery of the strategy.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he voted against the decisions taken in this minute)

#### **44 Neighbourhood Network Schemes Review - Future Vision and Way Forward**

The Director of Adult Social Services submitted a report providing information and proposals for developing greater access to universal wellbeing support through Neighbourhood Network Schemes (NNS) and highlighting issues and proposed remedies.

#### **RESOLVED -**

- a) That approval be given for the adoption and application of the Neighbourhood Network Schemes' funding formula.

- b) That approval be given for a revised NNS service specification which sets out the long term vision for NNS and which incentivises collaborative models of working and organisation.
- c) That approval be given for Adult Social Services to identify the funding investment shortfall of £370,000 within the 2010/11 budget setting round for inclusion into the new contractual arrangements due to be let in that year.
- d) That in the light of advice provided by corporate colleagues, and as set out in paragraph 3.28 of the submitted report, the potential need for a contract extension for existing NN providers be noted, which would be managed through the delegated powers of the Director of Adult Social Services should this prove to be necessary.

**45 Leeds Safeguarding Adult Partnership Board Report 2008/09 and Leeds Safeguarding Adult Policy 2009**

The Director of Adult Social Services submitted a report presenting the Leeds Safeguarding Adults Partnership Board Annual Report for 2008/09, and proposing the adoption of the Safeguarding Adult Policy for Leeds 2009.

**RESOLVED -**

- a) That the safeguarding policy for Leeds, as attached to the submitted report, be approved for adoption.
- b) That the work undertaken in 2008/09 to renew Safeguarding Adults policy, systems, structures and governance arrangements in the city, as detailed within the submitted report, be noted.
- c) That the 2008/09 annual report, as attached to the submitted report, be noted.

**46 Valuing People Now - Transfer of Commissioning Responsibilities from NHS Leeds to Leeds City Council**

The Director of Adult Social Services submitted a report providing an update on the outcome of negotiations in relation to the transfer of the value of those elements of social care commissioning which are currently undertaken by NHS Leeds (Leeds PCT).

**RESOLVED -**

- a) That the principles on which the transfer negotiations have been conducted, as set out within the Executive Summary of the submitted report, be noted.
- b) That the Board notes the requirement to transfer remaining commissioning responsibility from NHS Leeds (Leeds PCT) to Leeds City Council from the commencement of the 2009/10 financial year in



the terms set out in section 6 of the submitted report for the continuing greater benefit of people with learning disabilities, specifically:-

- The element of £3,471,624 (at 08/09 prices) proposed for transfer which represents the value of the LPFT Supported Living Service and the social care services provided by Bradford District Care Trust.
  - The further element to transfer totaling £6.25m of social care activity which has been identified as already existing within the Pooled Budget.
- c) That the Director of Adult Social Services be authorised, in conjunction with the Director of Resources, to augment the S75 Pooled fund agreement to accommodate transfers of Capital in the terms set out at paragraphs 3.13 – 3.18 of the submitted report.

## **ENVIRONMENTAL SERVICES**

### **47 Way Forward Review of Waste Collection Services**

The Director of Environment and Neighbourhoods submitted a report outlining the issues surrounding improvements to waste collection services in Leeds, summarising the findings of both the Way Forward Review of Waste Collection Services, and the subsequent market sounding and packaging options appraisal work undertaken.

**RESOLVED** – That the process of market testing waste collection services be commenced.

(Under the provisions of Council Procedure Rule 16.5, Councillor Wakefield required it to be recorded that he voted against the decision taken in this minute)

### **48 Response to the Young People's Scrutiny Inquiry entitled 'Protecting Our Environment'**

The Directors of City Development and Environment and Neighbourhoods and the Chief Executive of Education Leeds submitted a joint report in response to the recommendations from the Young People's Scrutiny Forum inquiry into the protection of the environment.

**RESOLVED** – That this report be deferred to a future meeting, in order to enable representatives of the Young People's Scrutiny Forum to attend.

## **NEIGHBOURHOODS AND HOUSING**

### **49 Response to Council Deputation - 'Hands off our Homes Group' Regarding Their Campaign Against Vacant Housing in Leeds**

The Director of Environment and Neighbourhoods submitted a report in response to the deputation to Council from the 'Hands Off Our Homes' organisation on 22<sup>nd</sup> April 2009.

**RESOLVED** – That the response to the deputation, as contained in the submitted report, be approved.

**50 Lettings Policy**

The Director of Environment and Neighbourhoods submitted a report on proposals relating to the Council's Lettings Policy.

**RESOLVED -**

- a) That the proposals, as set out within the submitted report, be endorsed as part of a broader approach from application stage, through lettings, to tenancy management.
- b) That the Director of Environment and Neighbourhoods, together with the Council's Assistant Chief Executive (Corporate Governance), the ALMOs and BITMO, be requested to develop the proposals within the report into recommendations for change incorporated into a revised lettings policy and guidance.
- c) That the proposals be consulted upon with a view to a revised policy being prepared by January 2010.

**51 ALMO Annual Reports 2008/09**

The Director of Environment and Neighbourhoods submitted a report presenting the ALMO Annual Reports for 2008/09.

**RESOLVED** – That the content of the 2008/09 ALMO annual reports be noted.

**52 Area Delivery Plans 2009/10**

The Director of Environment and Neighbourhoods submitted a report providing an overview of the ten 2009/10 Area Delivery Plans for endorsement and reflecting upon the successes and achievements of area led work delivered across the Area Management structures throughout 2008/09.

**RESOLVED** – That the 2009/10 Area Delivery Plans produced by the Area Committees be endorsed.

**53 Beeston Group Repair: Phase 6**

The Director of Environment and Neighbourhoods submitted a report on phase 6 of the Beeston Group Repair initiative.

**RESOLVED –**

- a) That the injection into the Capital Programme of £149,000 from owner occupiers contributions be approved.
- b) That Scheme Expenditure to the amount of £1,640,000 be authorised.

- c) That officers be instructed to report back in the future on the progress of the scheme.

**54 Response to the Environment and Neighbourhoods Scrutiny Board Inquiry into Asylum Seeker Case Resolution**

The Director of Environment and Neighbourhoods submitted a report in response to the recommendations from the Scrutiny Board (Environment and Neighbourhoods) inquiry into asylum seeker case resolution.

**RESOLVED** – That the responses to the recommendations of the Scrutiny Board (Environment and Neighbourhoods), as contained in the submitted report, be approved.

**55 Response to the City and Regional Partnerships Scrutiny Board Inquiry into the Role of the Voluntary, Community and Faith Sectors in Council Led Community Engagement**

The Chief Democratic Services Officer submitted a report in response to the recommendations from the Scrutiny Board (City and Regional Partnerships) inquiry into the role of the Voluntary, Community and Faith Sectors in Council led community engagement, following the initial response which was considered by Executive Board on 13<sup>th</sup> May 2009 (minute 260).

**RESOLVED -**

- a) That it be noted that the Scrutiny Board (Adult Social Care) offered no additional comments to the earlier report.
- b) That the additional comments of the Scrutiny Board (Children's Services) be endorsed.
- c) That the approval of the responses from the Director of Environment and Neighbourhoods to the recommendations of the of the Scrutiny Board (City and Regional Partnerships) be confirmed.

**CHILDREN'S SERVICES**

**56 Proposed Increases in Admission Limits for September 2010**

Further to minute 15 of the meeting held on 17<sup>th</sup> June 2009, the Chief Executive of Education Leeds submitted a report presenting the outcome of the consultation process undertaken with schools proposing increased admission limits for 2010/11 and identifying the next steps in making provision from 2011/12 onwards.

**RESOLVED -**

- a) That the outcome of the ongoing discussions with individual schools be noted.
- b) That approval be given to increase the admission limit for the named primary schools within the submitted report for 2010/11.

Draft minutes to be approved at the meeting to be held on Wednesday, 26th August, 2009

- c) That a further report which identifies the next steps in making provision from 2011/12 onwards be brought to 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 matter)

**57 A Partnership Approach to the Planning, Funding and Delivery of 14-19 (25) Provision in Leeds**

The Chief Executive of Education Leeds submitted a report on the development of the 14 – 19 (25) provision in Leeds and the structures and arrangements that will form the basis for the future planning, and delivery of 14 – 19 (25) provision in Leeds.

**RESOLVED -**

- a) That the development of partnerships of post 14 providers be noted.
- b) That the implications for the partnership approach to the planning, funding and delivery of 14 – 19 (25) provision in Leeds be noted.
- c) That the 14 - 19 Statement of Priorities be received for approval every Autumn;
- d) That a further report be brought to this Board in December that will address the Local Authority's readiness to assume the responsibilities transferring from the Learning Skills Council.

**58 Proposals for changes to Primary Provision in the Richmond Hill area**

The Chief Executive of Education Leeds submitted a report on the outcome of the statutory notice published on the linked proposals concerning changes to primary provision in the Richmond Hill area.

**RESOLVED –** That approval be given to the linked proposals to:-

- a) Enlarge Richmond Hill Primary School by one form of entry;
- b) Establish community provision for children with a statement of special educational needs at the new Richmond Hill Primary School;
- c) Close Mount St Mary's Catholic Primary School.

**59 Future of East Moor Secure Children's Home - Update**

Further to minute 41 of the meeting held on 16<sup>th</sup> July 2008, the Director of Children's Services submitted a report on progress made to secure capital and revenue funding for the replacement of East Moor, on the outcome of the site option appraisal and on proposals for the replacement of the current provision with a purpose built, fit for purpose and future proof facility.

The Chair advised that a letter from Greg Mulholland MP relating to this matter had been received and circulated to Executive Board members prior to the meeting.

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 -**

- a) That the progress made since the July 2008 meeting be noted.
- b) That the Director of Children's Services enter into a contractual arrangement with the Department for Children, Schools and Families for the capital funding and Youth Justice Board for an extended occupancy contract to finance the re-building of a secure children's home in the city.
- c) That, despite the loss of a significant capital receipt, the service preference for a rebuild on the land adjacent to the existing Secure Children's Home be endorsed.
- d) That £18,100,000 be injected into the capital programme for the new build secure children's home. £15,000,000 to be funded through the grant from the Department for Children, Schools and Families and £3,100,000 through prudential borrowing to be repaid through the occupancy contract with the Youth Justice Board.

**60 Scrutiny Board (Health) Inquiry into Improving Sexual Health amongst Young People**

The Director of Children's Services submitted a report in response to the recommendations from the Scrutiny Board (Health) inquiry into improving sexual health amongst young people.

**RESOLVED** – That the proposed responses to the recommendations of Scrutiny Board (Health), as contained within the submitted report, be approved.

DATE OF PUBLICATION: 24<sup>th</sup> JULY 2009  
LAST DATE FOR CALL IN: 31<sup>st</sup> JULY 2009

(Scrutiny Support will notify Directors of any items called in my 12:00 noon on 3<sup>rd</sup> August 2009.)

Draft minutes to be approved at the meeting  
to be held on Wednesday, 26th August, 2009

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**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

For the period 1 August 2009 to 30 November 2009

Appendix 3

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Applications for Environmental Grants for 6 Key List Suppliers Approval of the payment of the grant assistance to the six key list suppliers	Acting Chief Recreation Officer	1/8/09		Delegated Decision Report	Acting Chief Recreation Officer martin.farrington@leeds.gov.uk
Leeds (River Aire) Flood Alleviation Scheme 1. Continuing support of the scheme and Design Vision and Guide 2. Consideration of feedback from public consultations	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Public consultations underway with exhibitions set for late May/early June	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development gary.bartlett@leeds.gov.uk
Vision for Council Leisure Centres Update To approve the proposals to deliver the Vision for Leisure Centres	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Outcome of consultation was reported at the 3 <sup>rd</sup> December Executive Board	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development mark.allman@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
The Agenda for Improving Economic Performance - Draft Consultation Approve the draft 'Agenda' for stakeholder consultation	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Stakeholder consultation to be carried out between August 2009 to November 2009	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development paul.stephens@leeds.gov.uk
Royal Park Primary School To decline the request from the Royal Park Community Consortium for a six-month delay prior to any decision as to disposal and to seek Members approval to the selection of a purchaser of the property.	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Ward Members	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development brian.lawless@leeds.gov.uk
Street Design Guide Approval of Supplementary Planning Document	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Already carried out	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development



<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>Leeds Core Cycle Network Project</p> <ul style="list-style-type: none"> <li>Approval to undertake detailed design work on five cycle routes and detailed design and implementation of the Wyke Beck Way</li> <li>Approve the programme and the expenditure proposals to be funded from the integrated Transport Parent Scheme</li> </ul>	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Ward Members have been consulted at outline design and there will be another stage of Member consultation post detailed design	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development andrew.hall@leeds.gov.uk
A65 Quality Bus Initiative Authority to spend up to £2million pound advance payments for Statutory Undertakers Diversions . Subject to full approval, authority to construct the A65 QBI at a cost of £16million	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Ongoing consultation	The report to be issued to the decision maker with the agenda for the meeting	Chief Officer (Highways and Transportation) paul.russel@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
Holt Park Wellbeing Centre Approval sought to affordability of proposals and to submit Outline Business Case to The Department of Health.	Executive Board (Portfolio: Development and Regeneration)	26/8/09	Consultation will be carried out with the following groups in the preparation of the Outline Business Case: Wellbeing Project Board, Client Department representatives, local community, planning.	The report to be issued to the decision maker with the agenda for the meeting	Director of Development ed.mylan@leeds.gov.uk
Middleton Park Restoration Project; Submission of Stage 2 Bid to the Heritage Lottery Fund To approve the submission of the Stage 2 Bid to the Heritage Lottery Fund (HLF) for Middleton Park.	Executive Board (Portfolio: Leisure)	26/8/09	Consultation with communities in the area, the Executive Member, with Local Ward Members and with the Heritage Lottery Fund will be ongoing during the development phase between March and July.	The report to be issued to the decision maker with the agenda for the meeting.	Acting Chief Recreation Officer martin.farrington@leeds.gov.uk

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer</b> (To whom representations should be made and email address to send representations to)
<p>A653 Dewsbury Road Bus Priority Measures, Ring Road, Beeston Park Bus Lane</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>14/10/09</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>
<p>Capital Strategy and Asset Management Plan Approval of the Capital Strategy and Asset Management Plan</p>	<p>Executive Board (Portfolio: Development and Regeneration)</p>	<p>14/10/09</p>		<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Director of City Development john.ramsden@leeds.gov.uk</p>
<p>Award of tender for supply of cardiovascular and strength equipment</p>	<p>Acting Chief Recreation Officer</p>	<p>2/11/09</p>	<p>Sport and Active Recreation Department</p>	<p>Relevant reports for the award of tender and associated Delegated Decision Notice</p>	<p>Acting Chief Recreation Officer kim.newman@leeds.gov.uk</p>

## **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 James Monaghan

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 Richard Lewis

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.